



**VISAYAS**  
STATE UNIVERSITY



DEPARTMENT OF  
**GEODETIC  
ENGINEERING**

10 July 2025

**Dr. Prose Ivy G. Yepes**  
President  
Visayas State University  
Visca, Baybay City, Leyte



JUL 10 2025

Thru: **Dr. Rotacio S. Gravoso**  
Vice President for Academic Affairs  
and Chairman, APB

Dear **Dr. Yepes**:

The Department Personnel Committee has recommended the hiring of part-time instructors for the 1st Semester of A.Y. 2025–2026 to handle 20 units of courses. Currently, the department has 10 faculty members, three (3) of whom are on study leave. With the increasing number of students and the faculty requirements outlined by the Commission on Higher Education (CHED) Certification of Program Compliance requirements and the Civil Service Commission (CSC), the department faces challenges in meeting the required teaching workload and faculty composition.

This concern is further compounded by the lack of faculty members holding a master's degree, as CHED requires that lectures be handled by instructors with at least a master's qualification. Thus, the Department seeks to hire part-time faculty members who possess a master's degree to ensure compliance and maintain instructional quality.

In line with this, we respectfully request your approval of this hiring request. Attached is the projected teaching workload for your review. Please let us know if further details are needed.

We appreciate your continued support and look forward to your favorable response.

Respectfully yours,

Department Personnel Committee:

**MARTIN JANE E. MERCURIO**  
Chairperson and Head, DGE

**JANNET C. BENCURE**  
Member

(on teacher's leave)  
**FLORENTINO F. MORALES, JR.**  
Member

Noted:

**JANNET C. BENCURE**  
Dean, FE

Recommending Approval:

**ROTACIO S. GRAVOSO**  
VP for Academic Affairs,  
and Chairperson, APB

Approved:

**PROSE IVY G. YEPES**  
President, VSU

**VISAYAS STATE UNIVERSITY**  
**Visca, Baybay City, Leyte**  
**[ X ] Projected [ ] Actual Workload**  
**1st Sem SY 2025-2026**

**Faculty of Engineering**  
**Department of Geodetic Engineering**

NAME OF FACULTY	I. INSTRUCTION								II. RESEARCH & EXTENSION	WLU	III. OTHER RELATED ACTIVITIES	WLU	IV. ADMINISTRATIVE RESPONSIBILITIES	WLU	Total WLU	
	Subject(s) Taught				lab/lec	No. of Hrs.	Units	No. of Stud.								WLU
	No. Section	Crs. No.	Descriptive Title													
1. Engr. Bajao Ace A.		GEng 133n	Theory of Errors and Adjustments	Lab	3	1	20	2.73 ✓			Member, Student Discipline and Grievance Committee	0.10				
		GEng 133n	Theory of Errors and Adjustments	Lab	3	1	20	2.4 ✓			Chairperson, Social, Cultural, and Sports Committee	0.50				
		GEng 135n	Geographic Info systems, Theory and Applications	Lab	6	2	20	5.46 ✓			Member, Web and Publication Committee	0.10				
		Esci 121n	Fundamentals of Surveying	Lec	2	2	40	2.66 ✓			Member, 5s Committee	0.10				



	Esci 121n	Fundamentals of Surveying	Lab	6	2	20	5.46 ✓		Chairperson, Disaster Response Team	0.50			
	Esci 121n	Fundamentals of Surveying	Lab	6	2	20	4.8 ✓		Coordinator, Gender and Development	0.50			
									Coordinator, OJT and Survey Camp	0.50			
									Coordinator, Tree Plantinf	0.50			
							23.51 ✓			2.80 ✓			26.31 ✓
2. Bencure, Jannet C.													
	GEng 135n	Geographic Info systems, Theory and Applications	Lec	1	1	40	<del>1.00</del> 33		Member, Personnel Committee	0.10	Dean	<del>12.00</del> 10 ✓	4 Dept or less
	GEng 198	Methods of Research	Lec	1	1	40	1.33 ✓		Member, Curriculum Committee	0.10			
	Esci 110	Pre-Calculus for Engineers	Lec	3	3	30	3.99 ✓		Chairpeson, Research and Development Extension Committee	0.50			

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								22.37 ✓				1.00 ✓		0	23.37 ✓
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4. Mercurio, Martin Jan E.		GEng 200b	Technical Writing and Presentation	Lec	1	1	40	1.33 ✓			Chairperson, Personnel Committee	0.50	Head	10.00	
		Geng 125	Geometric Geodesy	Lec	3	3	40	3.99 ✓			Chairperson, Personnel Committee	0.50			
		GEng 139	Satellite Geodesy	Lec	3	3	40	3.99 ✓			Chairperson, Instructional Materials Review	0.50			
											Member, Research, Development, and Extension Committee	0.10			
		GEng 133n	Theory of Errors and Adjustments	Lec	2	2	40	2.66 ✓			Member, Student Discipline and Grievance Committee	0.10			
											Member, Disaster Response Team	0.10			
								11.97 ✓		0.00		1.80 ✓		10.00	23.77 ✓
5. Morales, Florentino F. Jr.		GEng 111	General surveying I	Lec	2	2	30	2.66 ✓			Member, Personnel Committee	0.10			
		GEng 111	General surveying I	Lec	2	2	30	2 ✓			Member, Curriculum Committee	0.10			

		GEng 199	Undergraduate Seminar	Lec	1	1	40	1.33 ✓			Member, Social, Cultural, and	0.10			
		GEng 113	Intro. To Laws on Private and Public Lands	Lec	2	2	30	2.66 ✓			Chairperson, Quality Assurance	0.50			
		GEng 113	Intro. To Laws on Private and Public Lands	Lec	2	2	30	2			Coordinator, Internationalization	0.50			
		Geng 141n	Public land Laws and Laws on Natural Resources	Lec	3	3	40	3.99 ✓							
								14.64 ✓		0.00		1.3 ✓		15.94 ✓	
6. Balmoria, Carolina I M.															
		GEng 111	General surveying I	Lab	6	2	20	5.46 ✓			Member, Social, Cultural, and Sports	0.10			
		GEng 111	General surveying I	Lab	6	2	20	4.8			Chairperson, Wen and Publication Committee	0.50			
		GEng 145n	Geodetic Engineering (elective)	Lec	3	3	50	3.99 ✓			Member, 5s Committee	0.50			
		ESci 122g	Computer-Aided Draft	Lab	6	2	30	5.46 <del>4.80</del>			Member, Quality Assurance Committee	0.10			
		ESci 122g	Computer-Aided Draft	Lab	6	2	30	4.80			Coordinator, Alumni	0.50			



								24.57			Coordinator, Library	0.50			
								<del>23.85</del>		0.00		2.20 ✓		0.00	26.05

7. Marapao, Jane Melody Grace A.		GEng 111	General surveying I	Lab	6	2	20	5.46 ✓			Member, Student Discipline and Grievance Committee	0.10			
		Geng 131n	Priciples of Geology	Lec	3	3	40	3.99 ✓			Member, Quality Assurance Committee	0.10			
		ESci 139	Safety Management	Lec	1	1	30	1.33 ✓			In-charge, Internship	0.5			
		ESci 139	Safety Management	Lec	1	1	30	1.00 ✓			Member, 5s Committee	0.10			
		Geng 123n	Property Surveys	Lab	6	2	20	5.46 ✓							
		Geng 123n	Property Surveys	Lab	6	2	20	4.80 ✓							
								22.04 ✓		0.00		0.8 <del>3.30</del>		0.00	22.84 <del>25.34</del>
Engr. Junnie Rasco*		ESci 143	Engineering Management	Lec	3	3	40	3.99 ✓							

								3.99		0.00		0.00			3.99 ✓
9.Engr. Ayrton John B. Bantay		ESci 116n	Differential Equations	Lec	3	3	30	3.99 ✓							
		ESci 116n	Differential Equations	Lec	3	3	30	3 ✓							
								6.99		0.00		0.00		0.00	6.99 ✓
8. Engr. X (Assitant.Pro f I Hiring)		Geng 123n	Property Surveys	Lec	3	3	40	3.99 ✓							
		ESci141n	Environmental Science and Engineering	Lec	3	3	50	3.99 ✓							
		ESci141n	Environmental Science and Engineering	Lec	3	3	50	3.00 ✓							
		Geng 143	Land Use Planning and Developmement	Lec	2	2	40	2.66 ✓							
		Geng 143	Land Use Planning and Developmement	Lab	3	1	20	2.73 ✓							



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								11.59		0.00		0.0		0	11.59												
							Total	121.24	Total	0.00	Total	8.60	Total	12.00													
*affiliate													Overall Total	153.14													
Prepared By: <b>APRIL G. BULAWAN</b> Dept. Clerk								Recommending Approval: <b>MARTIN JAN E. MERCURIO</b> Head, DGE								Reviewed By: <b>SANTIAGO T. PEÑA, JR.</b> VP, Research, Extension and Innovation				MOISES NEIL V. SERIÑO VP, Planning, Resource Generation and Auxiliary Services				Approved By: <b>ROTACIO S. GRAVOSO</b> VP, Academic Affairs			
(Note: Use extra sheets if necessary)																											