

March 11, 2021

Dr. Edgardo E. Tulin
University President
VSU, Visca, Baybay, Leyte

Thru: **Dr. Beatriz S. Belonias**
Vice-President for Academic Affairs &
Chair, University Academic Personnel Board

Dear President Tulin:

The Department Personnel Committee requests approval to hire **additional five (5) Social Science and three (3) Language PART-TIME** instructors for this second semester, SY 2020-2021. Based on the actual enrolment (as of this date) as reflected in the *cumulus*, there are sixty-six (66) newly opened sections which could no longer be distributed/assigned to our existing regular and part-time teachers since they already have enough loads.

Moreover, the department has received a letter from the College of Agriculture and Food Science and other departments requesting the offering of additional sections in Social Science and Language and Humanities courses.

Attached is the workload of 8 additional part-time instructors for the second semester, SY 2020-2021.

We hope for your positive response to this request.

Very truly yours,

JETT C. QUEBEC
Head and Chair, Department Personnel Committee

DEAN RUFFEL R. FLANDEZ
Member

AL FRANJON M. VILLAROYA
Member

RHODORA A. BANDE
Member

BETHLEHEM A. PONCE
Member

MARIA VANESSA A. GABUNADA
Member

Recommending Approval:

MA. THERESA P. LORETO
College Dean

BEATRIZ S. BELONIAS
Vice President for Academic Affairs

Approved:

EDGARDO E. TULIN
President