

28 May 2025

Dr. PROSE IVY G. YEPES

President

Visayas State University

Thru: **Dr. ROTACIO S. GRAVOSO**

Chairperson, Academic Personnel Board and

Vice President for Academic Affairs

Dear **Pres. Yepes**,

The Department of Biological Sciences would like to **request to hire one (1) Instructor I, one (1) substitute, and nine (9) part-time faculty members** to help us in our various course offerings this 1st semester AY 2025-2026.

DBS offers two undergraduate degree programs, BS Biology with 3 majors (Botany, Ecology and Zoology) and BS Marine Biology. We also offer graduate courses in Botany and for Master in Education major in Biology. Also, we cater several service courses taken by other degree programs in the university including Biology, Botany, Ecology, Zoology, Microbiology, among others. Starting next semester, we will only have 13 active, regular faculty members since three (Assoc. Prof. Julissah Evangelio, Assist. Prof. Art Russel Flandez and Assist. Prof. Ris Menoel Modina) are currently on-study leave pursuing their PhD studies. Then, Dr. Berna Lou A. Regis will be transferred to the Institute of Tropical Ecology and Environmental Science (ITEES) as per APB Resolution No. 62 and APB Resolution No. 120 series of 2025. Our total projected teaching load for 1st sem is around 640 units. In addition, we have about 110 incoming senior students who will be needing thesis advisers plus many of our faculty members are actively involved in research and/or extension activities. With these, our course offerings cannot be handled by the existing regular faculty members despite giving some of our teaching load to our affiliate faculty members.

The **Instructor I** position that we are requesting to hire here is related to our letter request dated 2 May 2025 wherein we appealed that *the borrowed Instructor I position that is currently occupied by Ms. Nicole Chelsea Manguiat until 31 July 2025 be retained so that we can hire another Microbiologist starting 1st semester of AY 2025-2026*. On the other hand, the **Substitute position (Instructor I)** is to temporarily replace the position that is occupied by **Mr. Ern Oliver Balondo** who will be reverted to part-time position because he has not finished his MSc degree yet. At the moment, he is still finishing his MSc thesis write-up, and expected to finish in the 1st semester AY 2025-2026. For many years, we hire between 5-9 part-time instructors every semester, hence we are kindly requesting for regular positions to reduce this number, and to build a stronger and permanent workforce that is essential in ensuring outstanding faculty and staff work-related performance and delivery of all our mandated functions.

Attached herewith is the projected workload of the DBS core and affiliate faculty members for the 1st semester of AY 2025-2026 for your perusal. The class size is set at 40 per lecture and 20 per laboratory section, except for major courses with only few students.



Thank you very much and we look forward to your positive response to this request.

Sincerely yours,

DBS Personnel Committee:

CHERYL C. BATISTEL
Chairperson

BEATRIZ S. BELONIAS
Member

SENONA A. CESAR
Member

ANALYN M. MAZO
Member

DARIUS NOEL C. MIÑOZA
Member

ROSALINA D. POLIQUIT
Member

EUNICE KENEE L. SERIÑO
Member

Endorsed by:

Recommending Approval:

Approved

REV RHIZZA L. AURE
Dean, FNMS

ROTACIO S. GRAVOSO
Chairman, VSFC-AS

PROSE IVY G. YEPES
President

Vision:

A global green university providing progressive leadership in agriculture, science & technology, education and allied fields for societal transformation.

Mission:

To produce graduates equipped with advanced knowledge and lifelong learning skills with ethical standards through high quality instruction, innovative research, and impactful community engagements.