**To**  : **LAMELA, SHERLYN C**.

**Subject : TEACHING LOAD**

**Date** : **July 28, 2025**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **TIME** | **COURSE TITLE** | **COURSE DESCRIPTION** | **UNITS** | **DAY** | **TERM** | **SECTION** |
| 8:00-9:00 | ENT 008 | Pricing and Costing | 3 | M-F | 1 | BSE3-1 |
| 9:00-10:00 | ENT 001 | Entrepreneurial Behavior | 3 | M-F | 1 | BSE3-1 |
| 11:00-12:00 | BME TQM | Operations Management - TQM | 3 | M-F | 1 | BSE3-1 |
| 1:00-2:00 | ENT 008 | Pricing and Costing | 3 | M-F | 1 | BSE3-2 |
| 3:00-4:00 | ENT 001 | Entrepreneurial Behavior | 3 | M-F | 1 | BSE3-2 |
| 5:00-6:00E | ENT 001 | Entrepreneurial Behavior | 3 | M-F | 1 | BSE3-3 |
| 8:00-9:00E | BME TQM | Operations Management - TQM | 3 | M-F | 1 | BSE3-3 |
|  |  |  |  |  |  |  |
| 9:00-10:00 | Ent 013 | International Business and Trade | 3 | M-F | 2 | BSE3-1 |
| 1:00-2:00 | GE Elec 2 | Indigenous Creative Crafts | 3 | M-F | 2 | BSE3-2 |
| 2:00-3:00 | Ent 013 | International Business and Trade | 3 | M-F | 2 | BSE3-2 |
| 3:00-4:00 | SPT 1 | SPECIALIZEDTRACK1 | 3 | M-F | 2 | BSE2-2 |
| 6:00-7:00E | Ent 013 | International Business and Trade | 3 | M-F | 2 | BSE3-3 |
| 7:00-8:00E | SPT 1 | SPECIALIZEDTRACK1 | 3 | M-F | 2 | BSE2-3 |
|  |  |  | **39.0** |  |  |  |

***Full-time Faculty:***

*Teaching Load: 24 units (8 Loads)*

*Overload: 15 units (5 Loads)*

*Consultation Hour: Wednesday 8:00 AM – 9:00 AM*

**To**  : **DR. KARL P. CAMPOS**

**Subject : TEACHING LOAD**

**Date** : **July 28, 2025**

|  |  |  |  |  |  |  |
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| **TIME** | **COURSE TITLE** | **COURSE DESCRIPTION** | **UNITS** | **DAY** | **TERM** | **SECTION** |
| 9:00-10:00 | Elect 3 | E-Commerce | 3 | M-F | 1 | BSE4-1 |
| 4:00-5:00 | Elect 3 | E-Commerce | 3 | M-F |  | BSE4-2 |
| 8:00-9:00E | Elect 3 | E-Commerce | 3 | M-F | 1 | BSE4-3 |
|  |  |  |  |  |  |  |
| 9:00-10:00 | Elec 1 | Microfinancing | 3 | M-F | 2 | BSE3-1 |
| 2:00-3:00 | Elec 1 | Microfinancing | 3 | M-F | 2 | BSE3-2 |
|  |  |  | **15.0** |  |  |  |

***Full-time Faculty:***

*Teaching Load: 15 units (5 Loads)*

*Consultation Hour: Wednesday 12:00-1:00*

**To**  : **JONATHAN C GANO-AN, PhD, DBA, DM**

**Subject : TEACHING LOAD**

**Date** : **July 28, 2025**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **TIME** | **COURSE TITLE** | **COURSE DESCRIPTION** | **UNITS** | **DAY** | **TERM** | **SECTION** |
| 8:00-9:00 | Elect 4 | Franchising | 3 | M-F | 1 | BSE4-1 |
| 1:00-2:00 | Elect 4 | Franchising | 3 | M-F | 1 | BSE4-2 |
| 5:00-6:00E | Elect 4 | Franchising | 3 | M-F | 1 | BSE4-3 |
|  |  |  |  |  |  |  |
| 4:00-5:00 | BME TQM | Operations Management - TQM | 3 | M-F | 2 | BSE2-2 |
| 7:00-8:00E | Elec 1 | Microfinancing | 3 | M-F | 2 | BSE3-2 |
|  |  |  | **15.0** |  |  |  |

***Full-time Faculty:***

*Teaching Load: 15 units (5 Loads)*

*Consultation Hour: Wednesday 12:00-1:00*

**To**  : **ATTY. BAYLOSIS, JESSIE**

**Subject : TEACHING LOAD**

**Date** : **July 28, 2025**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **TIME** | **COURSE TITLE** | **COURSE DESCRIPTION** | **UNITS** | **DAY** | **TERM** | **SECTION** |
| 10:00-11:00 | Ent 014 | Business Law and Taxation (With Focus on Laws Affecting Micro, Small and Medium Enterprises) | 3 | M-F | 2 | BSE 4-1 |
| 1:00-2:00 | Ent 014 | Business Law and Taxation (With Focus on Laws Affecting Micro, Small and Medium Enterprises) | 3 | M-F | 2 | BSE 4-2 |
| 3:00-4:00 | Ent 014 | Business Law and Taxation (With Focus on Laws Affecting Micro, Small and Medium Enterprises) | 3 | M-F | 2 | BSE 4-3 |
|  |  |  | **9.0** |  |  |  |

***Full-time Faculty***

*Teaching Load: 9 units (3 Loads)*

*Overload:*

*Consultation Hour: WEDNESDAY: 11:00-12:00*

**To**  : **ALBEB Q. TARAY, MBA**

**Subject : TEACHING LOAD**

**Date** : **July 25, 2025**

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| **TIME** | **COURSE TITLE** | **COURSE DESCRIPTION** | **UNITS** | **DAY** | **TERM** | **SECTION** |
| 8:00-9:00 | ENT 010 | BUSINESS PLAN PREPARATION | 3 | M-F | FS | BSE 4-1 |
| 9:00-10:00 | ENT 010 | BUSINESS PLAN PREPARATION | 3 | M-F | FS | BSE 4-2 |
| 2:00-3:00 | ENT 010 | BUSINESS PLAN PREPARATION | 3 | M-F | FS | BSE 4-3 |
| 4:00-5:00 | FS | PROJECT FEASIBILITY STUDY | 3 | M-F | 2 | BSBA HRM4-2 |
|  |  |  |  |  |  |  |
| 9:00-10:00 | FS | PROJECT FEASIBILITY STUDY | 3 | M-F | 2 | BSBA HRM4-3 |
| 10:00-11:00 | RES 1 | RESEARCH IN TOURISM | 3 | M-F | 2 | BSTM 3-1 |
| 11:00-12:00 | Ent 012 | BUSINESS PLAN IMPLEMENTATION | 5 | M-F | FS | BSE 4-1 |
| 1:00-2:00 | RES 1 | RESEARCH IN TOURISM | 3 | M-F | 2 | BSTM 3-2 |
| 2:00- 3:00 | Ent 012 | BUSINESS PLAN IMPLEMENTATION | 5 | M-F | FS | BSE 4-2 |
| 6:00-7:00 | Ent 012 | BUSINESS PLAN IMPLEMENTATION | 5 | M-F | FS | BSE 4-3 |
|  |  |  | **36.0** |  |  |  |

***Full-time Faculty: Program Head (Load Release – 9 units)***

*Teaching Load: 15 units (5 Loads)*

*Overload: 21 units (7 Loads)*

*Consultation Hour: Wednesday: 2:00 PM-3:00 PM*