



16 May 2022

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Through: **Dr. Beatriz S. Belonias**
VP-Academic Affairs & Chairperson, APB

Dear **Pres. Tulin**,

ISRDS requests to hire two faculty members effective July 1, 2022. Our earlier request for a faculty member dated December 6, 2021 has not been approved due to the requirement to submit faculty workload reports, which has yet to be complied as the documents are still in process in higher offices. Unfortunately, the approval of this request was overtaken by the resignation of one of our faculty members, Mr. Christopher Jr. R. Galgo, effective June 25, 2022. Kindly refer to the attached resignation letter.

Currently, we only have four faculty members who all perform instruction, research, and extension functions. We offer the MS Development Sociology program and serve as coordinator of the MSLAM and MLAM degree programs. Moreover, the two junior faculty members are affiliates of other academic departments, while the two senior faculty members also hold administrative positions.

Mr. Christopher Jr. R. Galgo's resignation from VSU will cripple the ISRDS. Hired in January 2020 as Instructor 1, Mr. Galgo has been carrying excessive workloads. He is also assigned to work on our proposal to offer the BS Development Studies program. Despite these work overloads, he manages to perform his functions with willingness and enthusiasm. In fact, he garnered VS and O ratings in the courses he taught in the past semesters.

Additionally, CHED Memorandum No. 15 series of 2019 requires master's programs to have at least four faculty members, of whom three may not be doctoral degree holders but shall have doctoral units. Basically, we will be noncompliant with CMO 15 when Mr. Galgo resigns.

We, therefore, request for the immediate hiring of Mr. Galgo's replacement aside from the earlier requested faculty member.

Thank you very much for your favorable action on this request.

Very truly yours,

ISRDS PERSONNEL COMMITTEE