



20 September 2018

MEMORANDUM NO. 331

Series of 2018

T O: College Deans, Department/Office Heads, Center Directors

R E: Participation in the Faculty and Staff Satisfaction Survey

The Visayas State University will be conducting a Faculty and Staff Satisfaction Survey from September 21-27, 2018 for the main campus. The information that will be generated from this survey will be used to support incoming quality assurance activities of the university, and as guide in designing programs to improve satisfaction and performance of the faculty and staff. The survey will be spearheaded by the Institute for Strategic Research and Development Studies (ISRDS).

All Departments/Centers are included in this study. There will be four respondents from each department/center consisting of the Head/Director, one (1) senior staff, one (1) junior staff, and one (1) administrative staff. Except for the Heads, all respondents will be randomly selected. Senior staff refers to those who occupy Associate to Full Professor positions. Junior staff refers to those who are part-timers, substitutes, Instructors to Assistant Professors.

The survey questionnaires with the list of respondents will be delivered to each office by September 21, 2018 and collected on or before September 27, 2018 by the ISRDS staff. You may also come to the ISRDS to fill up the questionnaire. All Department Heads/Center Directors should ensure that their respondents will participate in the survey.

For compliance.


f EDGARDO E. TULINA
President *oic 9/20/18*