



VISAYAS
STATE UNIVERSITY

DEPARTMENT OF
ECONOMICS

December 12, 2025

PROSE IVY G. YEPES, EdD

President, Visayas State University

Thru: **ROTACIO S. GRAVOSO, PhD**

Vice President for Academic Affairs and
Chairman, Academic Personnel Board

Dear President Yepes,

Good day!

I am one of the junior faculty members of the Dept. of Economics and have already served our beloved institution for almost a decade, starting as a young researcher and later became one of the faculty members under the Faculty of Management and Economics up until now. With the aim of further improving the quality of research and instruction that I can offer to our students and to VSU as a whole, I pursued for my PhD studies under the VSU Fellowship Scholarship and is now on my 2nd year.

I am writing this letter in connection with the approval of the BOR Res. No. 91, s. 2024 or The Institutional Promotion Guidelines for Faculty Members (IPGFM), from which I wish to apply, since I was not able to join the previous cycle of JC3 as some of my permanency documents were not submitted prior to the cut-off date of the said cycle, although I was already qualified for permanency months before the cut-off date. The Dept. have overlooked this matter during that time, although I understand that most of them were too busy for the said cycle and were trying to beat the deadline, coupled with some confusions due to the newly launched JC3 instrument at that time.

Moreover, the upcoming cycle of JC3 has still no final date as of writing, and are still undergoing revisions and public consultations, making the next cycle still uncertain. There were also some revisions on the guidelines that have been laid down to the public; however, the instrument has not yet been finalized or published. Additionally, some of the released revised provisions seemed to be inferior towards faculty that are on study leave, and being one of those, neither do I have the capacity to join university consultations or meetings related to JC3 following the new guidelines nor the capability of preparing the documents needed that will be aligned with the new instrument of the next cycle (since I do not have an active teaching or research loads). In short, uncertainties still



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Page 1 of 2
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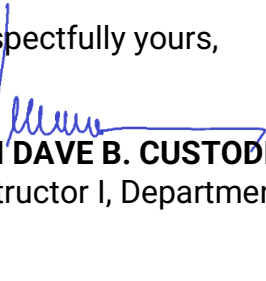
surround in the upcoming JC3 cycle, and so as with my reclassification. Thus, the very best option and the last resort that I could opt to is the in-house promotion.

With this, may I humbly request from your good office that I may be granted to apply for the said in-house promotion following its enclosed guidelines. While this is also my first time joining the said reclass process, being novice to this, I am not expecting much. After significant years of serving VSU, I firmly hope that I'd be given the opportunity to at least level off the compensation I'm receiving that commensurate with the credentials and portfolio I built by serving VSU through time. This is also of utmost significance to me, as each month or years passed is a missed opportunity in both of my professional and career growth.


Hoping for your kind consideration and favorable approval of this request.

Thank you very much and God bless!

Respectfully yours,


IAN DAVE B. CUSTODIO
Instructor I, Department of Economics

Noted by:


LEMUEL S. PRECIADOS, PhD
Head, Department of Economics and
Chairman, Dept. Personnel Committee