



Republic of the Philippines  
SULTAN KUDARAT STATE UNIVERSITY  
ACCESS, EJC Montilla, 9800 City of Tacurong  
Province of Sultan Kudarat

CERTIFIED  
ISO 9001 2015  
Certificate No. PHL190038



OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

2<sup>nd</sup> Endorsement  
February 24, 2021

OG 21-0052

Respectfully forwarded to the Office of the University President,  
**DR. ROLANDO F. HECHANNOVA**, the herein endorsement of **ELMER C. BUENAVIDES**,  
DIT, Director, Isulan campus, re: renewal of Ms. Debbie Joy L. Arrivas, Mr. Lemuel P.  
Bravante, Mr. Noel C. Gepullano, Ms. Gold Mier Y. Guay, Ms. Charmagne F. Lavilles, Mr.  
Pangsayan E. Sarip and Ms. Sheilu Amor Q. Wawa as Contract of Service (COS) faculty.

Considering that their duties and responsibilities are need of Isulan Campus and  
they served the University for a long period of time. This office noted that the request is  
in order; hence, the same is endorsed for your consideration.

*car p. ✓*

**CHRISTINE P. ABO, PhD**  
Vice President

Cc:  
Op  
Vpaa/file2021

SULTAN KUDARAT STATE UNIVERSITY

OFFICE OF THE PRESIDENT

APPROVED / DISAPPROVED

Signature

R. Abob

*2021-02-26/2021*

*4:20 2-24-21*

*F*

*— Effective Second Semester  
CY 2021-2022 only —*



OG 21-SKSR

21-00717

OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

1<sup>st</sup> Endorsement  
March 4, 2021

Respectfully forwarded to the Office of the University President,  
**DR. ROLANDO F. HECHANONA**, the herein request letter of **ELMER C. BUENAVIDES**,  
DIT, Director, Isulan Campus, *re: request to hire Mr. Neil Montales, Mr. Christian Jay  
Cabanial and Ms. Irish Antonio as Contract of Service (COS) faculty.*

Considering that Bachelor in Industrial Technology program is applying for COD  
application and the needs of the faculty for preparation for COD. This office noted that  
the request is in order; hence, the same is endorsed for your consideration.

*ccw paw*  
CHRISTINE P. ABO, PhD  
Vice President

Cc:  
Op:  
Vpaa/file2021

*APPROVED BY VPAA*  
*3/4/2021*  
*- per 100 (1) signature only*

*3-4-21*  
*2:24*  
*H*

*RECEIVED*

*DATE*



Republic of the Philippines  
**SULTAN KUDARAT STATE UNIVERSITY**  
Isulan Campus  
Isulan, Sultan Kudarat



March 01, 2021

**ROLANDO F. HECHANNOVA, PhD**  
University President  
EJC Montilla, Tacurong City

Thru:

**CHRISTINE P. ABO, PhD**  
Vice President for Academic Affairs

Sir:

Greetings of Peace and Solidarity

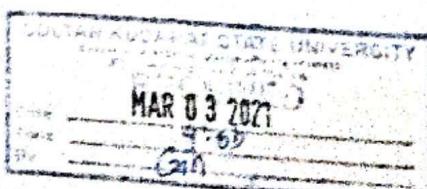
This is to humbly request from your good office the hiring of the following faculty as COS for this 2<sup>nd</sup> Semester S.Y. 2020-2021. They are really needed by SKSU Isulan Campus, particularly in the Bachelor in Industrial Technology or BIT program under the College of Industrial Technology or CIT. Currently, this is the only Level IV accredited program by AACCUP in the University, in which we are also working to be the Center of Development or COD.

Name of Faculty	Major Field of Specialization	Individual Workload (for 2 <sup>nd</sup> Semester SY 2020-2021 (NO. of UNITS ONLY)
1. MONTALES, NEIL	Automotive Technology	28 -units
2. CABANIAL, CHRISTIAN JAY	Automotive Technology	32.6 -units
3. ANTONIO, IRISH		
Other Option	Food Technology	28.6 - units
JEYSEBEL MANGASAR		

We are hoping that this humble request will be given utmost attention and due consideration, especially this year that the BIT program will be subjected for COD. Thank you and God speed.

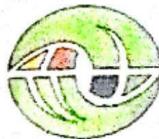
Truly yours,

**ELMER C. BUENAVIDES, DIT**  
Director, SKSU Isulan Campus





Republic of the Philippines  
SULTAN KUDARAT STATE UNIVERSITY  
Isulan Campus  
Isulan, Sultan Kudarat

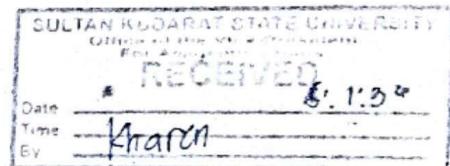


February 22, 2021

**ROLANDO F. HECHANNOVA, PhD**  
University President  
EJC Montilla, Tacurong City

Thru:

**CHRISTINE P. ABO, PhD**  
Vice President for Academic Affairs



Sir:

Greetings of Peace and Solidarity.

This is to humbly request from your good office the hiring of the following new applicants for the 2<sup>nd</sup> Semester S.Y. 2020-2021. They are really needed by the SKSU Isulan Campus, particularly for the program Bachelor in Industrial Technology or BIT under the College of Industrial Technology or CIT. Currently, this is the only Level IV accredited program by AACCUP in the University, in which we are also working on to be the Center of Development or COD and will be submitted hopefully later part of this year. Thus, the request for the (3) additional applicants which we also requested before the start of the 1<sup>st</sup> Semester SY 2020-2021 is hereby humbly reiterated. (Please see table below)

Name of Faculty	Major Field of Specialization	Individual Workload (for 2 <sup>nd</sup> Semester SY 2020-2021 (NO. of UNITS ONLY))	Renewal Date		Remarks
			Start	End	
<b>New applicants requested to be hired</b>					
1. Montales, Neil	Automotive Technology	28 -units	March 15, 2021	July 30, 2021	-New Applicant -Highly recommended for Temporary Status -Replacement of Mr. Jordan Felizardo -Interviewed by FRSB -Dearth specialization

2. Cabanial, Christian Jay	Automotive Technology	32.6 -units	March 15, 2021	July 30, 2021	-New Applicant -Interviewed by FRSB -Dearth specialization
3. Antonio, Irish Other Option Jeysebel Mangasar	Food Technology	28.6 - units	March 15, 2021	July 30, 2021	-New applicant  -Replacement of Prof. Celia Peralta  Dearth specialization

We are hoping that this humble request will be given utmost attention and due consideration, especially this year that the BIT program will be subjected for COD. Thank you and God speed.

Truly yours,

**ELMER C. BUENAVIDES, DIT**  
Director, SKSU Isulan Campus



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Isulan Campus, Isulan, Sultan Kudarat,  
9805 Province of Sultan Kudarat

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EXPIRES 2023

## OFFICE OF THE CAMPUS DIRECTOR

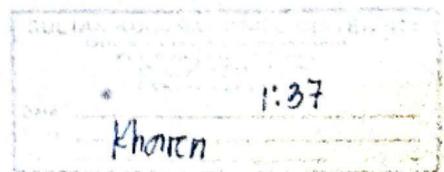
1<sup>st</sup> Endorsement  
February 22, 2021

Respectfully forwarded to the office of ROLANDO F. HECHANNOVA, PhD, University President through CHRISTINE P. ABO, PhD, Vice President for Academic Affairs the renewal of the following Contract of Service Faculties (*Please see table below*). They have served already the University for a long period of time and proved themselves worthy in all challenging academic and other related activities especially during accreditation.

Name of Faculty	Major Field of Specialization	Individual Workload (for 2 <sup>nd</sup> Semester SY 2020-2021 (NO. of UNITS ONLY)	End of Contract	Renewal Date		Remarks
				Start	End	
<b>COS Faculty for Renewal</b>						
1. Arrivas, Debbie Joy L.	Architectural Drafting	21.4 -units	March 08, 2021	March 15, 2021	July 30, 2021	Qualified for Temporary Status
2. Bravante, Lemuel P.	Architectural Drafting	24.4 –units	March 08, 2021	March 15, 2021	July 30, 2021	Qualified for Temporary Status
3. Gepullano, Noel C.	Food Technology	23.4 –units	March 08, 2021	March 15, 2021	July 30, 2021	
4. Guay, Golda Mier Y.	Psychology/ Psychometrician	18 –units	March 08, 2021	March 15, 2021	July 30, 2021	
5. Lavilles, Charmagne F.	Filipino	21 –units	March 08, 2021	March 15, 2021	July 30, 2021	Qualified for Temporary Status
6. Sarip, Pangsayan, E.	Physical Education	20 -units	March 08, 2021	March 15, 2021	July 30, 2021	
7. Wawa, Sheilu Amor Q.	Accounting Technology	18 -units	March 08, 2021	March 15, 2021	July 30, 2021	Replacement of Prof. Cambel, Palos, Wawa

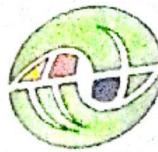
Considering that they are needed and their workloads were already in place, with their performance evaluation through the submitted IPCR, this office endorses them for renewal subject to the policies and guidelines of the University.

ELMER C. BUENAVIDES, DIT  
Campus Director





Republic of the Philippines  
SULTAN KUDARAT STATE UNIVERSITY  
Isulan Campus  
Isulan, Sultan Kudarat



February 18, 2021

ROLANDO F. HECHANNOVA, PhD  
University President  
EJC Montilla, Tacurong City

Thru:

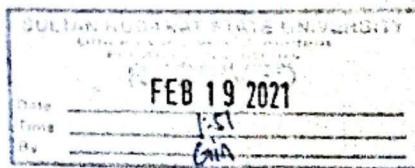
CHRISTINE P. ABO, PhD  
Vice President for Academic Affairs

Sir:

Greetings of Peace and Solidarity

This is to humbly request from your good office the renewal of the following Contract of Service or COS Faculty for the 2<sup>nd</sup> Semester S.Y. 2020-2021. They are really needed by the SKSU Isulan Campus, particularly for the program Bachelor in Industrial Technology or BIT under the College of Industrial Technology or CIT. Currently, this is the only Level IV accredited program by AACCUP in the University, in which we are also working on to be the Center of Development or COD and will be submitted hopefully later part of this year. Thus, the renewal of COS faculty is being requested and reiterated including the three (3) additional applicants which we requested before the start of the 1<sup>st</sup> Semester SY 2020-2021. (Please see table below)

Name of Faculty	Major Field of Specialization	Individual Workload (for 2 <sup>nd</sup> Semester SY 2020-2021 (NO. of UNITS ONLY))	End of Contract	Renewal Date		Remarks
				Start	End	
<b>COS Faculty for Renewal</b>						
1. Arrivas, Debbie Joy L.	Architectural Drafting	21.4 -units	March 08, 2021	March 15, 2021	July 30, 2021	Qualified for Temporary Status
2. Bravante, Lemuel P.	Architectural Drafting	24.4 –units	March 08, 2021	March 15, 2021	July 30, 2021	Qualified for Temporary Status
3. Gepullano, Noel C.	Food Technology	23.4 –units	March 08, 2021	March 15, 2021	July 30, 2021	
4. Guay, Golda Mier Y.	Psychology/ Psychometrician	18 –units	March 08, 2021	March 15, 2021	July 30, 2021	



5. Lavilles, Charmagne F.	Filipino	21 -units	March 08, 2021	March 15, 2021	July 30, 2021	Qualified for Temporary Status
6. Sarip, Pangsayan, E.	Physical Education	20 -units	March 08, 2021	March 15, 2021	July 30, 2021	
7. Wawa, Sheilu Amor Q.	Accounting Technology	18 -units	March 08, 2021	March 15, 2021	July 30, 2021	New applicant Replacement of Prof. Celia Peralta
New applicants requested to be hired						
8. Montales, Neil	Automotive Technology	28 -units		March 15, 2021	July 30, 2021	-New Applicant -Highly recommended for Temporary Status -Replacement of Mr. Jordan Felizardo -Interviewed by FRSB -Dearth specialization
9. Cabanial, Christian Jay	Automotive Technology	32.6 -units		March 15, 2021	July 30, 2021	-New Applicant -Interviewed by FRSB -Dearth specialization
10. Antonio, Irish Other Option Jeysebel Mangasar	Food Technology	28.6 - units		March 15, 2021	July 30, 2021	-New applicant -Replacement of Prof. Celia Peralta Dearth specialization

We are hoping that this humble request will be given utmost attention and due consideration, especially this year that the BIT program will be subjected for COD. This is our consistent request for the welfare of our students. Thank you and God speed.

Truly yours,  
**ELMER C. BUENAVIDES, DIT**  
 Director, SKSU Isulan Campus

MF



Replies of the Philippines  
SULTAN KUDARAT STATE UNIVERSITY  
Isulan Campus, Isulan, Sultan Kudarat,  
9805 Province of Sultan Kudarat

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January 13, 2021

**ROLANDO F. HECHANNOVA, PhD**

University President

EJC Montilla, Tacurong City

Thru:

**CHRISTINE P. ABO, PhD**

Vice President for Academic Affairs

Sir:

This is to humbly follow-up the status of our request for the following faculty applicants namely:

1. Mr. Neil Montales -Automotive Technology (New applicant recommended for temporary status, replacement of Mr. J. Felizardo )
2. Mr. Christian Jay Cabanial- Automotive Technology (Former COS faculty for three (3) consecutive years)
3. Ms. Irish Antonio-BTVTEd-Food Technology (for COS and replacement of Prof. Celia Peralta)
4. Jeysel Mangasar- BTVTEd Food Technology (For COS)

Currently, the College Dean and the Program Chairmen are overloaded since they facilitate the workloads which are supposed to be for those faculty being requested. Sad to note, that until now, the college concerned is still waiting for these applicants to be hired. The Midterm Examination was over and the Final Examination is fast approaching. We have submitted several times already our justifications for this request, and the desire of the SKSU Isulan campus administrators, is only what is best for the students and the University.

We are grateful and hopeful that this request be given due consideration and approval. Thank you and God speed.

Respectfully yours,

**ELMER C. BUENAVIDES, DIT**  
Director, SKSU Isulan Campus

Contact Information: ☎ (064) 200-7336; ☎ +639985461009; 📩 Email: [officeofthepresident@sksu.edu.ph](mailto:officeofthepresident@sksu.edu.ph)

Official website: [www.sksu.edu.ph](http://www.sksu.edu.ph)

Karen  
1-13-2021



Republic of the Philippines  
SULTAN KUDARAT STATE UNIVERSITY  
Isulan Campus, Isulan, Sultan Kudarat,  
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February 17, 2021

ROLANDO F. HECHANNOVA, PhD  
President  
SULTAN KUDARAT STATE UNIVERSITY

Thru: CHANNELS

Sir/ Maam;

Centers of Development (COD) are educational disciplines that have been considered to significantly improve over the course of the previous year. These provide institutional leadership in all aspects of development in specific areas of discipline in the various regions by providing networking arrangements to help ensure the accelerated development of Higher Educational Institutions in their respective service areas. The Bachelor of Science in Industrial Technology program was nominated to apply for this.

We, in the College of Industrial Technology are willing to work for the Center of Development or COD of BSIT (Industrial Technology) program but the major needs should be provided by the help of the administration, and the following are:

1. Lack of faculty in Automotive and Food Service Management
2. Laboratory must be 2 sqm/students (CMO 25 s. 2005)
3. Lack of Laboratory Equipment, Tools and Materials

We understand that our BSIT (Industrial Technology) program was the only Level IV in the entire region and per remarks during the AACCU visit, all the recommendation were doable according to the University President, thus we would like to reiterate that the above-mentioned minimum requirements be addressed before the program be submitted for COD.

Respectfully Yours,

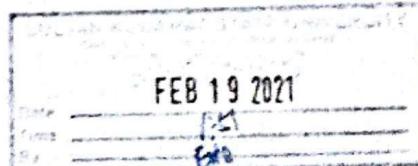
ARNEL Y. CELESTE, MIT  
BSIT Program Chairman

Noted:

RANDY V. BERINA, MAT  
College Dean

Approved:

ELMER C. BUENAVIDES, DIT  
Campus Director





Reputation of the Philippines  
**SULTAN KUDARAT STATE UNIVERSITY**  
Isulan Campus, Isulan, Sultan Kudarat, 9805  
Province of Sultan Kudarat

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PHL190038



December 21, 2020

**ROLANDO F. HECHANNOVA, PhD**  
University President

Thru:

**CHRISTINE P. ABO, PhD**  
Vice President for Academic Affairs

Sir:

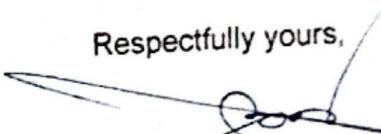
*Greetings this Yuletide Seasons.*

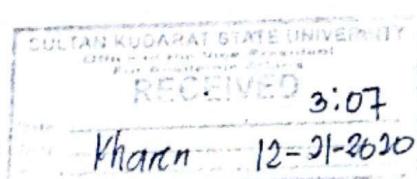
This is with regards to the case of MS. DEBBIE JOY L. ARRIVAS our COS faculty for six (6) years now. She was included in the list of those COS faculty who were requested by the SKSU Isulan Campus, but she was not given a contract until this time. Considering of the urgent need and the workloads given to her are all major subjects, she was being requested to start her classes last November 18, 2020, her students are waiting and nobody can take over her loads since the college dean and his faculty members are all overloaded. Further, she was being requested also to assist Mr. Dexter Leysa for the stage decoration during the 30<sup>th</sup> Kambuniyan Celebration and Virtual Commencement Exercises.

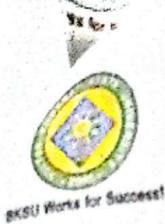
In this concern, we may humbly ask approval from your good office to start her contract on November 18, 2020. She will be happy if this humbly request be granted especially this Yuletide Seasons and the COVID19 pandemic is still existing.

Thank you very much Sir! *Merry Christmas and Happy New Year.*

Respectfully yours,

  
**ELMER C. BUENAVIDES, DIT**  
Campus Director





Republic of the Philippines  
SULTAN KUDARAT STATE UNIVERSITY  
Isulan Campus, Isulan, Sultan Kudarat,  
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PHL190038

December 07, 2020

ROLANDO F. HECHANNOVA, PhD  
University President  
Sultan Kudarat State University  
EJC Montilla, Tacurong City

Sir:  
Greetings this yuletide seasons!

This is pertaining to the request for faculty of SKSU Isulan Campus. There were faculty included in the list that we have requested before along with those COS faculty who have approved contract and started already since November 03, 2020.

The following faculty that the campus is still waiting up to this time are:

NAMES	STATUS/REMARKS
MS. DEBBIE L. ARRIVAS	<ul style="list-style-type: none"><li>-She is BIT major in Architectural Drafting</li><li>-MAT-LITE-Earned 27 units</li><li>-A COS for six(6) years now</li><li>-Her craftsmanship in Architectural Drafting contributed a lot especially in the major programs of the university since she was assigned several times in the stage decoration and others</li><li>-Teaching loads- 20.8 units in SKSU</li></ul>
MR. NEIL L. MONTALES	<ul style="list-style-type: none"><li>-New applicant for BIT/BTTE major in Automotive Technology</li><li>-Alumnus of SKSU Isulan Campus</li><li>-Undergone already the screening committee. He is waiting for the final interview.</li><li>-Highly recommended by the college dean and the campus director for Temporary Status</li><li>-LET PASSER w/ 24 units in his MAT-LITE</li><li>-Dearth specialization</li><li>-With teaching experience in Green Valley Foundation, Inc.</li><li>-Teaching loads- 27.6 units in SKSU</li></ul> <p><i>-Still there is 24.8 units left for another faculty in automotive technology, but sad to note, there was no applicant, only Mr. Montales responded.</i></p>

*The said number of units left will be requested for part-time faculty.*

The College Dean took over their major subjects in order not to hamper their classes, but in order to address this properly, I would like to reiterate our request that we have followed-up several times already, since our students are still waiting for their Instructors.

*(Please see attached consolidated workload and the individual faculty workload of faculty being requested for your perusal)*

I am hoping that this humble request merits your kind consideration and approval. Thank you very much and God bless.

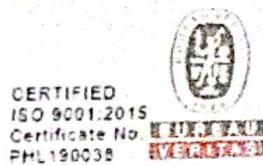
REC'D BY:  
ELMER C. BUENAVIDES, DIT  
OFFICE OF THE PRESIDENT  
DEC 11 2020  
ME: 27171

Respectfully yours,

ELMER C. BUENAVIDES, DIT  
Director, SKSU Isulan



Republic of the Philippines  
SULTAN KUDARAT STATE UNIVERSITY  
Isulan Campus, Isulan, Sultan  
Kudarat, 9805 Province of Sultan  
Kudarat



OFFICE OF THE COLLEGE DEAN  
November 17, 2020

Respectfully endorsed to the Office of the Campus Director, **ELMER C. BUENAVIDES, DIT**,  
the herein letter request of **Mrs. DEBBIE JOY L. ARRIVAS** regarding her application for  
faculty major in Drafting Technology.

Considering that the request is necessary for your appropriate action to ensure that our BS  
Industrial technology program be given utmost importance for the opening of classes, subject  
to the existing University policies for hiring faculty.

**RANDY T. BERINA, MAT**  
Dean, College of Industrial Technology

SKSU-ISULAN |  
**RECEIVED**  
DATE: 11/18/2020