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Memorandum No. 741

Series of 2024

**TO: Dr. Rotacio S. Gravoso, VPAA
All Chancellors
Ms. Honey Sofia V. Colis, HRMO Director**

**RE: BOR Resolution No. 91 s. 2024 Approval of Amendments to the Faculty
Promotion Guidelines**

**FROM: 
DR. PROSE IVY G. YEPES
University President**

DATE: September 2, 2024

The undersigned is respectfully forwarding to you the BOR Resolution No. 91 s. 2024 approving the proposed amendments to the "Revised In-house Promotion for Faculty" Guidelines, thereby revising its policy title to "Institutional Promotion Guidelines for Faculty Members," and amending any prior board resolutions or university issuances which may be inconsistent herewith, the details of which are reflected in the document hereto attached and made part hereof.

The HRMO Director, Ms. Colis, is hereby directed to furnish a copy of the approval promotion guidelines to all HRMOs from component campuses, and conduct an orientation of the same to all concerned stakeholders.

This is for your information, dissemination, appropriate action following the university policies, and usual support.

cc: University/Board Secretary

OFFICE OF THE PRESIDENT

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115TH BOARD OF REGENTS MEETING

BOR RESOLUTION NO. 91
Series of 2024

APPROVING THE PROPOSED AMENDMENTS TO THE "REVISED IN-HOUSE PROMOTION FOR FACULTY" GUIDELINES, THEREBY REVISING ITS POLICY TITLE TO "INSTITUTIONAL PROMOTION GUIDELINES FOR FACULTY MEMBERS", AND AMENDING ANY PRIOR BOARD RESOLUTIONS OR UNIVERSITY ISSUANCES WHICH MAY BE INCONSISTENT HERewith, THE DETAILS OF WHICH ARE REFLECTED IN THE DOCUMENT HERETO ATTACHED AND MADE PART HEREOF

Whereas, Section 7 of R.A. 9158 specifically empowers the Board of Regents of the University to "(a) enact rules and regulations, not contrary to law, as may be necessary to carry out the purposes and functions of the University";

Whereas, VSU is a CHED Center for Excellence (COE) in Agriculture and a National University in Region VIII, it is mandated to provide leadership in developing highly competitive human resource, relevant scientific knowledge, and innovative technologies to support the sustainable development of the Visayas Region in particular and the whole of the Philippines in general;

Whereas, the Board, through Resolution No. 135, s. 2022, approved the Revised In-house Promotion for Faculty to facilitate the promotion of faculty members based on research, teaching, service contributions, impact on the institution, but is only applicable if there is an item vacated due to retirement, promotion or transfer;

Whereas, the existing policy is limited to Instructor II to Assistant Professor IV positions and other provisions that need amendment to ensure that policies and procedures remain relevant, effective and aligned to the changing requirements;

Whereas, the provisions of the In-house Promotion Guidelines shall be amended as (*in bold texts for emphasis*);

1. Policy Title: From Revised In-House Promotion for Faculty, To: **Institutional Promotion Guidelines for Faculty Members**;
2. Guidelines: From Instructor II to Assistant Professor IV, To: **Instructor II to Professor VI**;
3. Incorporating new provisions and condition compliant to CHED-DBM JC 3, s.2022 and CSC MC No. 1, s.1997;
4. Revised provisions re "From Assistant Professor to **Associate Professor V positions, preference will be given to applicants with relevant PhD degrees. Only faculty who are first entrants to Associate Professor may qualify**", and "From Associate Professor rank to **Professor VI positions, preference will be given to applicants with relevant PhD degree. Only faculty who are first entrants to full professor rank may qualify**"
5. Adding new provision in re "**Only faculty members who have been IEC-recommended for professorial rank shall be considered for promotion to a professorial rank using the JC 3, s. 2022 criteria.**"

6. Revisions in the procedure re ***"The standard process in the screening, selection, review and approval of the candidate/s and processing of appointments will follow the provisions of PM-HRM-01 (Quality Procedure for Recruitment, Selection, and Placement of faculty), Revised merit System for Faculty members and applicable CSC rules and guidelines on appointment."***
7. Amending BOR Resolution No. 135, s. 2022 and all university issuances which may be inconsistent herewith.

Whereas, the proposal was presented to the University Administrative Council at its meeting on May 23, 2024 and obtained favorable action;

Whereas, finding the recommendations in order, the Board agreed to approve the proposed amendments;

Now, therefore, on motion, duly seconded, and unanimously approved, be it;

Resolved, as it is hereby resolved, that the Board of Regents of Visayas State University approves the proposed amendments to the "Revised In-House Promotion For Faculty" Guidelines, thereby revising its policy title to "INSTITUTIONAL PROMOTION GUIDELINES FOR FACULTY MEMBERS", and amending any prior board resolutions or university issuances which may be inconsistent herewith, the details of which are reflected in the document hereto attached and made part hereof.

IN WITNESS of our approval thereof, we hereby affix our signatures this 7th day of June 2024 at VSU, Baybay City, Philippines.

BOR Action: APPROVAL

HAZELLE V. ASALDO
BOR & University Secretary

VSU BOARD OF REGENTS


HON. ETHEL AGNES P. VALENZUELA

CHED Commissioner and Chairperson
VSU-Board of Regents


HON. PROSE IVY G. YEPES

VSU President, Vice Chairperson
VSU-Board of Regents

HON. ALLAN PETER S. CAYETANO

Chairperson, Senate Committee on Higher,
Technical and Vocational Education
Member, VSU BOR
Represented by:

HON. MARK O. GO

Chair, Committee on Higher & Technical
Education House of Representatives
Member, VSU BOR
Represented by:

HON. BERNADETTE REMALLA-MAYBITUIN


HON. MARK MICHAEL O. UNLU-CAY

(absent)


HON. MEYLENE C. ROSALES

Regional Director, National Economic and
Development Authority Regional Office VIII
Member, VSU BOR

HON. ANDREW RODOLFO T. ORAIS

Regional Executive Director, Department of
Agriculture-RO8
Member, VSU BOR


HON. ERNESTO F. BULAYOG

Faculty Regent - VSU System Faculty Union of
Baybay Leyte
Member, VSU BOR


HON. OSCAR B. POSAS

President, VSU Federated Alumni Association
Member, VSU BOR


HON. SHAINA MAE F. LACABA

Student Regent - VSU Student Council Federation
Member, VSU BOR

Private Sector Representatives:


HON. ALAIN CHARLES J. VELOSO

Member, VSU BOR
Villaba, Leyte


HON. RUPERTO O. APARRI, III

Member, VSU BOR
Tacloban City, Leyte