



VISAYAS
STATE UNIVERSITY

COLLEGE OF
MEDICINE

31 March 2025

Dr. Prose Ivy G. Yepes

President

Visayas State University

Thru: **Dr. Rotacio S. Gravoso**
Chairperson, Academic Personnel Board
VP for Academic Affairs

Ms. Honey Sofia V. Colis
Director, Human Resource Management Office (HRMO)

Dear **Dr. Yepes**,

Greetings!

With our continuous efforts, the Doctor of Medicine Program is now closer to its realization. We have now a Base hospital, a core requirement set by CHED and just recently, Hospitals in Ormoc have agreed to partner with us as their Affiliate hospitals.

As we continue to prepare for the other requirements, may we request hiring **THREE (3) REGULAR FACULTY (Associate Professor V)** position and **ONE (1) COLLEGE DEAN (Professor II)** position this semester, 2nd Semester AY 2024-2025 (BOR Resolution No. 114, s. 2022) with the following qualifications as stipulated in CHED CMO No. 18.

The qualities and qualifications of the Faculty Member:

1. Must be a holder of Doctor of Medicine degree;
2. Must be a licensed professional with updated PRC ID
3. preferably a holder of at least a master's degree in Health related discipline or Education Management;
4. Non-physician faculty member may qualify provided he/she is a holder of at least a master's degree in the health related discipline
5. Must be a member of good standing in the accredited professional, specialty or academic society, as appropriate;

The qualities and qualifications of the Dean:

1. Must be a holder of Doctor of Medicine degree;
2. Must be a licensed physician with updated PRC ID;
3. Preferably a holder of at least a master's degree in Health related discipline, Education Management or Management/Administration;
4. With a minimum teaching experience of five (5) years in a College of Medicine and holds at least a rank of Associate Professor;
5. With a minimum administrative experience, at the least as Department Chair for three (3) years in a College of Medicine;



COLLEGE OF MEDICINE
Visayas State University, Baybay City, Leyte
Email: com@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1133



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6. Must be a member of good standing in an accredited professional or academic organization;
7. Should be of good moral character.

Additionally, the Dean will have the following responsibilities:


1. Uphold the organizational structure of the College of Medicine;
2. Formulate, implement and evaluate short, medium and long-term plans of the college in consultation with stakeholders;
3. Recommend the appointment of the Associate Dean, College Secretary, Department Chairs and others, that may be deemed necessary, for the approval of the Board of Trustees/Regeants;
4. Recommend the appointment and termination of teaching and support staff;
5. Approve assignments of the faculty members as recommended by the corresponding Department Chair.;
6. Make the necessary recommendations for periodic curricular improvement.

The College Dean and faculty members will craft the curriculum, instructional design, course syllabi, learning modules and other necessary documents as required by CHED for the issuance of license to operate.

Hoping for a positive response on this matter.

Thank you very much.

Respectfully,


MA. RACHEL KIM L. AURE, Ph.D.
Chairperson, COM Committee /
Director, Instruction and Evaluation