



117TH BOARD OF REGENTS MEETING

BOR RESOLUTION NO. 166

Series of 2024

RATIFYING THE PROPOSED CONSOLIDATED AMENDMENTS OF THE VISAYAS STATE UNIVERSITY SCHOLARSHIP POLICIES, THEREBY AMENDING ALL PREVIOUS BOARD RESOLUTIONS AND UNIVERSITY ISSUANCES WHICH MAY BE INCONSISTENT HERewith, THE DETAILS OF WHICH ARE REFLECTED IN THE DOCUMENT HERETO ATTACHED AND MADE PART HEREOF

WHEREAS, the Governing Board has the power, among others, "to enact rules and regulation not contrary to law, as may be necessary to carry out the purposes and university, as provided in Section 7 (a) of RA 9158;

WHEREAS, the Board of Regents passed Resolution No. 60, s. 2009, dated October 29, 2009 – "A Resolution Approving the Proposed Revision of the VSU Scholarship Policies";

WHEREAS, since its approval in 2009, the VSU Scholarship Policies underwent amendments as it evolves and aligns to the changing requirements of the global academic landscape;

WHEREAS, in its commitment to providing the best possible support to its human resources, amendments are hereby proposed to address key concerns and enhance the overall effectiveness of the program;

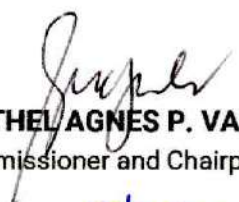
WHEREAS, the proposal was presented to the University Administrative Council at its meeting on November 21, 2024 and obtained favorable action;


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 ratifies the proposed consolidated amendments of the Visayas State University Scholarship Policies, thereby amending all previous board resolutions and 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 17th day of December 2024 at the Commission on Higher Education, Diliman, Quezon City, Philippines.


VSU BOARD OF REGENTS


HON. ETHEL AGNES P. VALENZUELA
CHED Commissioner and Chairperson-designate



HON. PROSE IVY G. YEPES
VSU President and Vice Chairperson


HON. BERNADETTE REMALLA-MAYBITUIN
Representing Hon. **ALLAN PETER S. CAYETANO**
Chairperson, Senate Committee on Higher,
Technical and Vocational Education
Member, VSU BOR

HON. CARL NICOLAS C. CARI
Representing Hon. **MARK O. GO**
Chairperson, Committee on Higher & Technical
Education House of Representatives
Member, VSU BOR


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. RYAN C. ILAIDA
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



EXECUTIVE SUMMARY

SUBJECT

PROPOSED CONSOLIDATED AMENDMENTS OF THE EXISTING VSU SCHOLARSHIP POLICIES

RATIONALE

The Board passed BOR Resolution No. 165, s. 2018, dated October 4, 2018, approving Proposed Amendments to Existing Guidelines on Availment of Financial Assistance from the Faculty Development Fund. With the evolving global academic landscape, the University wanted to ensure that the scholars were provided with the best support possible. The proposed amendments in the policy statements ensure that policies and procedures remain relevant, effective, and aligned with the changing requirements.

Any revisions in an approved policy shall be subject to Board approval, hence this proposal.

LEGAL BASIS

- RA No. 8292, Section 4 (a)
- BOR Resolution No. 60, s. 2009, dated October 29, 2009 - A Resolution Approving the Proposed Revision of the VSU Scholarship Policies
- BOR Resolution No. 79, s. 2014, dated October 21, 2014 - A Proposal to Increase the Privileges Granted to VSU Pursuing Doctoral Degrees (Fellowship Grant)
- BOR Resolution No. 105, s. 2015, dated December 3, 2015 - A Resolution Approving the Proposal To Grant Study Leave with Pay to VSU Faculty Pursuing Master's Degree Without External Scholarships From SY 2016-2017 Until SY 2020-2021 Subject to Existing COA Rules and Regulations on This Matter
- BOR Resolution No. 94, s. 2020, dated August 19, 2020 - A Resolution Approving the Proposal to Grant One Time Round Trip International Air Fair for Faculty scholars Who Pursue Doctorate Degree Abroad But Whose Grant Do Not Cover International Airfare
- BOR Resolution No. 165, s. 2018, dated October 4, 2018 - A Resolution Approving the Approving the Proposed Amendments to Existing Guidelines on Availment of Financial Assistance from the Faculty Development Fund

DESCRIPTION OF THE PROPOSAL

The proposal seeks the Governing Board's approval of the proposed consolidated amendments to the existing VSU Scholarship Policies

ENDORSEMENT

The University Administrative Council (UADCO) endorsed approval during its meeting on November 21, 2024.

ATTACHMENT

- Proposal
- BOR Resolution No. 60, s. 2009, dated October 29, 2009
- BOR Resolution No. 79, s. 2014, dated October 21, 2014
- BOR Resolution No. 105, s. 2015, dated December 3, 2015
- BOR Resolution No. 94, s. 2020, dated August 19, 2020
- BOR Resolution No. 165, s. 2018, dated October 4, 2018

BOR & UNIVERSITY SECRETARY

Visayas State University, Visca, Baybay City, Leyte
Email: secretary@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1001





VISAYAS
STATE UNIVERSITY



**HUMAN RESOURCE
MANAGEMENT OFFICE**

Title of Proposal: PROPOSED CONSOLIDATED AMENDMENTS OF THE EXISTING VSU SCHOLARSHIP POLICIES¹

Rationale:

The Visayas State University (VSU) is at the forefront in promoting quality education and academic excellence. Through the years, the university has been providing scholarship programs for its faculty members of academic units and research centers. Recently, however, the global landscape has changed significantly. Thus, to align the scholarship policy with the changing global landscape and to ensure that scholars receive the best possible support, there is a need to review and amend certain aspects of the existing scholarship policy. This proposal outlines proposed amendments to the current scholarship policy to address key concerns and enhance the overall effectiveness of the program.

Below are the proposed revisions and justifications.

Existing	Proposed Revisions	Justification
<p>A. Introduction:</p> <p>A dynamically vibrant faculty is invariably vital for the existence of an academe like the Leyte State University (VSU) who envisages excellence and top leadership in instruction, research, and extension and production in agriculture and allied fields not only in the region but in the entire country. Such dynamism can be achieved only through an equally dynamic scholarship program.</p> <p>In the light of VSU's transformation into a University, concomitant changes in its scholarship guidelines have to be made to become more relevant and responsive to the needs of the time. Such changes will also allow VSU to optimize its resources.</p>	<p>1.0 Introduction</p> <p>A dynamically vibrant faculty member is vital for the sustainability of an academe like the Visayas State University (VSU) that envisages excellence and top leadership in instruction, research, extension and production in agriculture and allied fields. Such dynamism can be achieved through an equally dynamic scholarship program.</p> <p>In the light of VSU's transformation into a global university, there is a need to revise its scholarship guidelines to make these become relevant and responsive to the needs of the time. Such changes will also allow VSU to optimize its resources.</p>	<p>For clarity of the rationale.</p>

¹ BOR Resolution No. 60, s. 2009, dated October 29, 2009 - A Resolution Approving the Proposed Revision of the VSU Scholarship Policies

BOR Resolution No. 79, s. 2014, dated October 21, 2014 - A Proposal to Increase the Privileges Granted to VSU Pursuing Doctoral Degrees (Fellowship Grant)

BOR Resolution No. 105, s. 2015, dated December 3, 2015 - A Resolution Approving the Proposal To Grant Study Leave with Pay to VSU Faculty Pursuing Master's Degree Without External Scholarships From SY 2016-2017 Until SY 2020-2021 Subject to Existing COA Rules and Regulations on This Matter

BOR Resolution No. 94, s. 2020, dated August 19, 2020 - A Resolution Approving the Proposal to Grant One Time Round Trip International Air Fair for Faculty scholars Who Pursue Doctorate Degree Abroad But Whose Grant Do Not Cover International Airfare

BOR Resolution No. 165, s. 2018, dated October 4, 2018 - A Resolution Approving the Proposed Amendments to Existing Guidelines on Availment of Financial Assistance from the Faculty Development Fund

	<p>2.0. Purpose</p> <p>The policy is issued to widely disseminate the amended scholarship policy to qualified faculty members to ensure uniform policy interpretation, and effective and efficient implementation thereof.</p>	To identify the objective of the policy
	<p>3.0. Coverage</p> <p>This policy shall apply to VSU faculty on permanent and temporary status only.</p>	To identify who are qualified for the scholarship grant maximizing the benefits of the funding and ensuring that it serves its intended purpose effectively.
	<p>4.0. Exclusions</p> <p>The following teaching personnel are excluded from the coverage of the policy:</p> <p>4.1. Part time Instructors under Contract of Service</p> <p>4.2. Substitute Instructors</p>	To identify who are excluded from the scholarship.
<p>In view thereof, existing scholarship/fellowship programs are hereby harmonized to include the following categories:</p> <p>I. Degree Training (M.Sc. and Ph.D.): Internally-funded (VSU)</p> <p>1. With full support - This is granted to regular faculty with or without plantilla item in both main (Ph.D. program only) and external campuses (M.S. and Ph.D. program).</p> <p>2. Thesis/dissertation support only. This is availed by faculty who pursue graduate study</p>	<p>5.0. General Guidelines for Advanced Degree Programs</p> <p>In view thereof, existing scholarship/fellowship programs are hereby harmonized for Master's and Doctoral Degrees.</p> <p>5.1. Source of Scholarship Grant</p> <ul style="list-style-type: none"> • Internally-funded (VSU) <ul style="list-style-type: none"> - With full support - This is granted to regular faculty member with plantilla item (permanent or temporary) in the main and component campuses. - Same 	To reflect that the Scholarship Grant of VSU does not only cover Master of Science and Doctor of Philosophy, but all master's and doctoral degrees.

<p>on their own with previously approved program of study</p> <p><u>Externally-funded</u></p> <ol style="list-style-type: none"> 1. With VSU support — availed by a regular faculty with or without plantilla item and with funding from outside sources. 2. Without VSU support — availed by a regular faculty without plantilla item; endorsement is granted if requested by the recipient-faculty. 	<ul style="list-style-type: none"> • Externally-funded <ul style="list-style-type: none"> - With VSU support - This is granted to regular faculty member with plantilla item (permanent or temporary) in the main and component campuses and with funding from outside sources. - delete 	
<p>B. Time Limit</p> <ol style="list-style-type: none"> 1. A yearly scholarship for a maximum of 2 and 3 years for MS and Ph.D. degree, respectively, 2. One semester extension of study leave with full benefits, provided that the extension is recommended by the Adviser/Chairperson of the Graduate Advisory Committee and Department Personnel Committee through the College Dean and University Scholarship/Fellowship Committee for Academic Staff. 	<p>5.2. Time Limit</p> <ol style="list-style-type: none"> 5.2.1. A yearly scholarship based on a maximum number of years of the doctoral or master's degree offered by delivering higher education institution (DHEI) and the scholarship program. This policy also covers scholars who will pursue a Straight Doctoral Program. 5.2.2. Same 	<p>To become consistent with duration of the programs offered by DHEI.</p>

<p>C. Criteria for Selection:</p> <p>1. A staff member may be granted VSU Scholarship/Fellowship/Financial Assistance award upon meeting all the following conditions.</p> <p>a. Based on the current and/or projected academic programs of the College, there is a need to develop the staff member because his/her present level of training is inadequate to effectively take care of the work he/she is expected to perform or for which he/she was hired. The need shall be determined by the department concerned and approved by the appropriate College Deans.</p> <p>b. The staff member occupies a regular item in the plantilla (not a substitute staff except for staff seeking endorsement as a requirement of the study/grant fellowship).</p> <p>2. Not older than 35 (MS) and 40 (Ph.D.) years old. A candidate beyond 35 & 40 years old but not older than 40 to 45 years old may be considered for a fellowship if he/she has earned at least 50% of the academic course requirement in a program of study approved by the department in accordance with the staffing pattern. Justification shall be</p>	<p>5.3. Criteria for Selection</p> <p>5.3.1. A VSU faculty member may be granted Scholarship/ Fellowship/ Financial Assistance award upon meeting all the following conditions.</p> <p>a. Based on the current and/or projected academic programs of the College, there is a need to develop the faculty member because his/her present level of training is inadequate to effectively take care of the work he/she is expected to perform or for which he/she was hired. The need shall be determined by the department concerned and endorsed by the appropriate College Deans/Directors.</p> <p>b. The faculty member occupies a permanent or temporary position.</p> <p>5.3.2. The faculty member will pursue an advance degree aligned to the field of specialization offered by his/her academic unit.</p> <p>5.3.3. The applicant is not older than 40 (for those pursuing a master's degree) and 45 (for those pursuing a doctoral degree) years old. A candidate older than 40 years old for master's and 45 years old for doctoral degree may be considered for a fellowship if he/she has earned at least 50% of the academic course</p>	<p>For clarity</p> <p>To become consistent with DBM-CHED JC No. 3 s. 2022</p> <p>For clarity.</p>
--	--	---

<p>submitted for an applicant who is more than 35 years old, and 40 years old for MS and PhD, respectively.</p> <p>3. The applicant for M.S. and Ph.D. must be a holder of a Bachelor's degree and Master's degree, respectively and must show proof of admission to a duly recognized institution which is strong in the particular field of specialization,</p> <p>4. If there are two or more candidates for the same area of specialization meeting the above criteria, priority will be given to the one who belongs to a department which urgently needs to strengthen/reinforce its manpower capability.</p> <p>5. Must have no pending administrative and criminal charges.</p> <p>6. Must not have any current foreign or local scholarship grant.</p> <p>7. Must have fulfilled the service obligation or any previous scholarship and training contract.</p>	<p>requirement in a program of study approved by the department in accordance with the staffing pattern. An academic unit/office recommending a study leave of a VSU faculty member older than 35 (for master's degree) and 40 (for doctoral degree) years old are required to justify their nomination.</p> <p>5.3.4. The applicant for the master's and doctoral degrees must be a holder of a bachelor's degree and master's degree, respectively and must show proof of admission to a duly recognized institution which is strong in the field of specialization.</p> <p>5.3.5. Same</p> <p>5.3.6. Same.</p> <p>5.3.7. Same.</p> <p>5.3.8. A faculty currently fulfilling a service obligation or to a previous scholarship and training contract is eligible for another scholarship grant. Any existing service obligation from prior or subsequent contracts will be consolidated to</p>	<p>For clarity.</p> <p>To clarify that the Scholarship Grant covers master's and doctoral degrees.</p>
---	--	--

<p>8. The employee must have rendered at least one year of service with at least very satisfactory performance for the last two rating period preceding the application.</p>	<p>determine the faculty's total service obligation.</p> <p>5.3.9. The faculty has obtained at least a Very Satisfactory rating in the last two (2) evaluation periods, as indicated in his/her Individual Performance Commitment Review (IPCR) form.</p>	<p>To provide faculty members with an opportunity to achieve the highest academic level.</p>
<p>D. Privileges:</p> <p>I. Internally-Funded (VSU)</p> <p>1. With Full Support</p> <p>1.a. Full salary and other privileges such as ACA/PERA, bonus and other fringe benefits.</p> <p>1.b. Monthly Stipend of P7,500.00 for MS and P15,000.00 for PhD scholars.</p> <p>1.c. School fees - Variable (Based on units and level)</p> <p>1.d. Allowance - P5,000/semester but not to exceed 4 semesters for MS and 6 semesters for Ph.D.</p> <p>1.e. Thesis support P25,000 for MS and P100,000 for Ph.D.</p>	<p>5.4. Privileges</p> <p>5.4.1. Internally Funded (VSU)</p> <ul style="list-style-type: none"> • With Full Support <ul style="list-style-type: none"> a. Same b. Monthly stipend of PHP20,000.00 for both master's and doctoral degree scholars. c. Same d. Same e. Thesis support P50,000 for master's and P100,000 for the doctoral degrees. The support will be released in two tranches. First tranche will be equivalent to 80 percent of the budget upon presentation of approved thesis/ dissertation plan. The second tranche will be equivalent to 20 	<p>To ensure that the faculty member has sufficient financial support while pursuing an advanced degree.</p> <p>To ensure that faculty members pursuing master's degrees receive sufficient support.</p>

<p>1.f. One round-trip economy transportation, from VSU to the place of study (within Philippines) if not provided by Donor.</p> <p>II. Externally-funded</p> <p>1. With VSU support</p> <p>1.a. Full salary and other privileges such as ACA/PERA, bonus and other fringe benefits.</p> <p>1b. One round-trip economy transportation from VSU to the place of study (within the Philippines) if not provided by Donor.</p> <p>2. Without VSU support - (endorsement only.) None</p>	<p>percent of the budget upon submission of official receipts and the required number of copies of the manuscript.</p> <p>f. Same</p> <p>5.4.2. Externally Funded</p> <ul style="list-style-type: none"> • With VSU Support <p>a. Same</p> <p>b. Same</p> <ul style="list-style-type: none"> • Delete 	
<p>E. Responsibilities of the Grantees:</p> <p>1. Must sign a contract with VSU.</p> <p>2. Must take a full academic load of 12 units every semester for those enjoying fellowship while. academic load of those enjoying assistantship will depend on the school they are enrolled in.</p>	<p>5.5. Responsibilities of the Grantees</p> <p>5.5.1. Must sign a contract with VSU</p> <p>5.5.2. Must conduct himself/herself in a manner not to bring disgrace or dishonor to himself/ herself and/or the country and University</p> <p>5.5.3. Must take full academic load every semester based on the approved Study Plan/Plan of Course Work without changing <i>his/her</i> degree or the field of specialization without prior clearance from the</p>	<p>The term, "full academic load" is dependent on the DHEI.</p>

	<p>GRANTOR. If unable to enroll in a particular semester, he/she must temporarily return to work at VSU in order for <i>him/her</i> to continue receiving <i>his/her</i> salary and other benefits</p> <p>5.5.4. Submit to the HRMO proof of enrolment every semester/trimester to ensure continuance of salary, Stipend, Tuition Fee & Book Allowance. If the Grantee is enrolled during Summer or Midyear Term, the Grantee must submit a copy of the approved Plan of Course Work/Plan of Study, and proof of enrollment to ensure payment of salary, tuition fee & stipend, book allowance, and thesis/dissertation support.</p> <p>Dropping/filing of leave of absence within a semester is only allowed if reasons are based on ailment or any health condition wherein treatment or rest is needed for the whole semester or school year as certified by a physician and confirmed by the University Physician. After dropping/filing a leave of absence, the Grantee must submit to the HRMO the following:</p> <ol style="list-style-type: none"> Request for reinstatement Application for appropriate leave of absence, if necessary Medical certificate, if applicable 	<p>Aimed to assess the reason/s on dropping from the graduate program and filing of LOA.</p>
--	---	--

		Failure to reinstate shall result to the following:	
		<ul style="list-style-type: none"> a. The faculty shall be the one to pay the tuition and other school fees for that particular semester/ trimester/summer b. The faculty shall refund to VSU all salaries, stipend and other benefits received in that semester. 	
6. Must not accept any kind of employment while enjoying the scholarship/fellowship.	5.5.5. Same		
7. Must not accept any kind of scholarship without clearance from VSU.	5.5.6. Accept no other kind of a scholarship grant without clearance from VSU. If the grantee is able to avail of another scholarship grant, he/she shall refund the amount availed from VSU starting from the date of effectivity of the other scholarship.		For judicious use of government funds.
8. Must maintain a semestral grade point average acceptable to the graduate school.	5.5.7. Same.		
9. Must submit a semestral progress report to the head of the unit and furnish a copy to the chairman of the LSFC-AS and University President.	5.5.8. Must submit a semestral progress report to the head of the unit and furnish a copy to the chairman of the VSFC-AS as basis for the continuance of the grant		To monitor closely the scholars. Data will also be used in generating reports for CHED, DBM and other government agencies
	5.5.9. Submit Special Power Attorney (SPA) stating that if she fails to successfully complete the course program or failed to fulfill the conditions stipulated in his/her scholarship contract, the VSU is authorized to automatically deduct from her salary the mid-year bonus received by the grantee as a result of		In compliance to DBM Circular No. 2019-4

<p>10. Must submit 3 hard copies of approved dissertation distributed to: a) One (1) VSU Library, b) one (1) College Library, and c) one (1) to the AACUP Center, upon return from study leave. One (1) electronic copy must also be submitted to the VSU Library</p> <p>11. Must complete his/her graduate studies within the time frame of his/her scholarship. In case of failure to complete the degree pursued on specified time (including the allowable one semester extension) grantee has to:</p> <p>12. Pay back the full amount spent (salary, stipend and other allowances) for him while on scholarship based on mutually accepted terms.</p> <p>13. Reinstate and take full aggregate load so that services of substitute or part time teachers hired for the purpose would be automatically cut-off.</p> <p>14. Pay back VSU the full amount spent for his grant if the GRANTEE fails to complete or finish the degree for any reason whatsoever. Returning back to VSU to serve the University</p>	<p>non-compliance with the terms and conditions that was stipulated in the contract and the DBM Circular No. 2019-4</p> <p>5.5.10. Same</p> <p>5.5.11. Must complete his/her graduate studies. Return to VSU immediately at the end of the semester when his studies or course under the grant is completed. Should the grantee fail to return to service after the end of the semester/trimester/summer when he completed the degree, he will be considered absent and shall be without pay the following term unless the Grantee has leave or service credits where his absences will be charged.</p> <p>Delete</p> <p>Delete</p> <p>Delete</p>	<p>Aimed to facilitate scholars' compliance with his/her financial obligation.</p>
--	---	--


<p>without completing the degree shall not free the GRANTEE of his obligation to reimburse in full the amount spent of his grant.</p> <p>15. Serve VSU for a period of time at the rate of two years for every year or a fraction thereof not less than two months of enjoyment of the GRANT within the Philippines or outside the Philippines, less than two months of enjoyment of said grant shall be served for half the rate. Provided, that failure to comply with the provisions of this contract or willful abandonment of the grant resulting to the non-completion of the degree pursued shall obligate the GRANTEE to reimburse to VSU the full amount of expenses</p>	<p>5.5.12. The grantee shall commence the render of return to service obligation after the completion of the degree. In case of health reasons and other justifiable causes, return to service may be temporarily allowed upon recommendation of the adviser and the Dean of Graduate School where the Grantee is studying, said service, however, shall not be considered as partial compliance of the Grantee's service obligation.</p> <p>Should the grantee fail to return to service at the end of the semester when he completed the degree, he will be considered absent and shall be without pay the following term unless the Grantee has leave or service credits where <i>his</i> absences will be charged.</p> <p>5.5.13. Same</p>	<p>To clarify the issue on return service to VSU by scholars who are unable to complete the degree on time.</p>
--	--	---

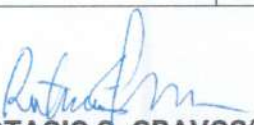
<p>spent by the university, including transportation, salaries, stipends, bonuses, and other expenses related thereto, in which case shall not be less than P5,000, plus a non-compounding interest of 6% per annum of the principal amount.</p> <p>The reckoning period of collection shall take effect after issuance by the university of a demand letter to the concerned faculty, concerning his contractual obligation as a result of breach of revocation.</p> <p>A mutually-agreed terms of payment of the collectible amount may be adopted, without prejudice to the interest of the university or the government.</p> <p>Request for reduced workload to work on his thesis upon reinstatement due to failure to complete the degree pursued on specified time is allowed provided this is for one semester only and to be supported by the program of activities for monitoring purposes.</p>	<p>5.5.14. Return to VSU immediately at the end of the semester when <i>his</i> studies or course under the grant is completed. Should the grantee fail to return to service at the end of the semester when he completed the degree, he will be considered absent and shall be WITHOUT PAY the following term unless the GRANTEE has leave or service credits where <i>his</i> absences will be charged.</p>	<p>Compliance to Section 64, Rule XV, Book V of EO 292</p>
---	---	--

	Submit a written report on <i>his</i> studies within sixty (60) days after return to duty;	
NON-DEGREE SHORT-TERM TRAINING (at least 1 month)	6.0 General Guidelines for Non-Degree Short-Term Training (at least 1 month)	
A. Criteria for Selection: 1. Need for the field of training as certified by the department/unit head. 2. Appropriate educational background	6.1. Criteria for Selection 6.1.1. Same 6.1.2. Same	
B. Privileges: I. Internally - funded (VSU) - highly relevant short term training sponsored by either local or foreign professional organizations can be availed by academic faculty (permanent or regular). with prior invitations as paper presenters, moderators and/or other important roles. Such attendance must be duly endorsed by offices concerned. II. Externally - funded - this should include short-term training sponsored by professional organizations held either locally or abroad. Need invitation and endorsement by appropriate offices. Except salary (ACA, PERA, bonuses and other fringe benefits) all other attendant expenses shall be shouldered by the sponsoring agency/organization.	6.2. Privileges 6.2.1. Same 6.2.2. Same	

<p>C. Responsibilities:</p> <ul style="list-style-type: none"> a. Must sign a contract with VSU. b. Must not accept any kind of employment while undergoing the training c. Must not accept any kind of scholarship without clearance from VSU d. Must submit a narrative report upon his return. e. Must serve VSU at the rate of one year for every year or a fraction thereof or half the rate for one month up to two months of enjoyment of the grant. 	<p>6.3. Responsibilities</p> <ul style="list-style-type: none"> 6.3.1. Same 6.3.2. Same 6.3.3. Same 6.3.4. Same 6.3.5. Same 	
	<p>7.0. Separability Clause</p> <p>If any provisions of this policy or part hereof is held valid or unconstitutional, the remainder of the provisions not otherwise affected shall remain valid and subsisting.</p>	
	<p>8.0 Repealing Clause</p> <p>All orders, rules and regulations, and other issuances, or part thereof inconsistent with this policy are hereby repealed, modified, or amended accordingly.</p>	
	<p>9.0. Effectivity</p> <p>The implementation of the amended Scholarship policy shall be effective after the Board of Regents approval. These provisions apply to all VSU scholars with active and ongoing scholarship contract.</p>	<p>To specify the effectivity of the revised guidelines. This is also in response to the request of the "VSU scholars with active and ongoing scholarship contract" to alleviate their situation.</p>

Submitted by:


HONEY SOFIA V. COLIS
 Director, HRMO


ROTACIO S. GRAVOSO
 VP for Academic Affairs

Subject to availability of funds:


LOUELLA C. AMPAC
 Director, FMO



Visayas State University
Visca, City of Baybay, Leyte
6521-A Philippines

Office of the Secretary of the University
And of the Board of Regents

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, City of Baybay, Leyte

BOR RESOLUTION NO. 60, s. 2009

**PROPOSED REVISION
OF THE VSU SCHOLARSHIP POLICIES**

WHEREAS, the Visayas State University has existing Scholarship Guidelines which serve as basis for the faculty upgrading program of the University;

WHEREAS, six years has elapsed from the time said Scholarship Guidelines was last revised;

WHEREAS, it is now imperative that said Scholarship Guidelines be revisited and improved in the light of a highly changed educational landscape brought about by the global economic crisis;

WHEREAS, the University Scholarship Committee was tasked with the responsibility of reviewing and revising said Scholarship Policies to make it more adaptable to the present scenario;

WHEREAS, Section 7, Paragraph (a) of R.A. 9158 as well as Section 4, Paragraph (a) of R. A. 8292 empowers the Governing Board to "enact rules and regulations not contrary to law as may be necessary to carry out the purposes and functions of the University or college";

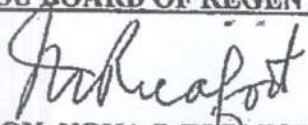
WHEREAS, the proposal was presented to the members of the University Administrative Council (UAdCO), on the occasion of its 77th UAdCO Meeting held last 02 October 2009 at the Center for Continuing Education, VSU Main Campus, Visca, Baybay, Leyte and after hearing the merits of the proposed revisions, the UAdCO has recommended the approval of the proposal, effective upon BOR approval.

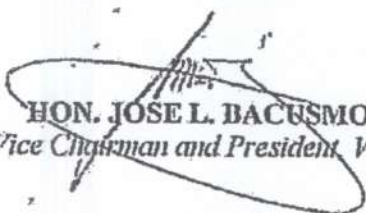
WHEREAS, the Governing Board, after careful perusal of the proposal, is convinced that the proposed revisions are meritorious and urgent;


THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED to approve the Revision of the VSU Scholarship Policies, effective 1st Semester, SY 2010-2011.

IN WITNESS of our approval thereof, we hereby affix our signatures this 29th day of October 2009 at CCE Conference Room, VSU Main Campus, Baybay, Leyte.

VSU BOARD OF REGENTS


HON. NONA S. RICAFORT
CHED Commissioner and Chairman
VSU-Board of Regents


HON. JOSE L. BACUSMO
Vice Chairman and President VSU



HON. MAR ROXAS
Chair, Committee on Education, Arts & Culture
Senate of the Philippines


HON. CYNTHIA A. VILLAR
Chair, Committee on Higher & Tech. Educ.
House of Representatives


Represented by:

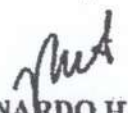
HON. MA. MIMIETTA S. BAGULAYA


HON. LLOYD PATRICK GALOS



HON. BUENAVENTURA C. GO-SOCO, JR.
Regional Executive Director
National Economic & Dev. Authority-RO8
Gov't. Center, Palo, Leyte


HON. LEO P. CAÑEDA
Regional Executive Director
Department of Agriculture-RO8
Tacloban City



HON. J-ANNIE B. GONZALES
Student Regent - VSU System
VSU, Visca, City of Baybay, Leyte



HON. BERNARDO H. TOCMO
President, VSU Federated Alumni Assn.
VSU, Visca, City of Baybay, Leyte


HON. ALAN I. PRESBITERO
Faculty Regent - VSU Faculty Association
VSU, Visca, City of Baybay, Leyte


HON. EDGARDO M. ESPERANCILLA
Regional Executive Director
Department of Science and Technology
Palo, Leyte

Private Sector Representatives:


HON. VICENTE A. QUITON
Tacloban City


HON. RUFINO L. BRODETH
Ormoc City

PROPOSED REVISION OF THE VSU SCHOLARSHIP POLICIES

(As approved by the Board of Regents per
BOR Resolution No.60, s. 2009, dated 29 October 2009)

A. Introduction:

A dynamically vibrant faculty is invariably vital for the existence of an academe like the Leyte State University (VSU) who envisages excellence and top leadership in instruction, research, and extension and production in agriculture and allied fields not only in the region but in the entire country. Such dynamism can be achieved only through an equally dynamic scholarship program.

In the light of VSU's transformation into a University, concomitant changes in its scholarship guidelines have to be made to become more relevant and responsive to the needs of the time. Such changes will also allow VSU to optimize its resources.

In view thereof, existing scholarship/fellowship programs are hereby harmonized to include the following categories:

I. Degree Training (M.Sc. and Ph.D.):

Internally-funded (VSU)

1. With full support - This is granted to regular faculty with or without plantilla item in both main (Ph.D. program only) and external campuses (M.S. and Ph.D. program).
2. Thesis/dissertation support only. This is availed by faculty who pursue graduate study on their own with previously approved program of study.

Externally-funded

1. With VSU support – availed by a regular faculty with or without plantilla item and with funding from outside sources.
2. Without VSU support – availed by a regular faculty without plantilla item; endorsement is granted if requested by the recipient-faculty.

B. Time Limit

1. A yearly scholarship for a maximum of 2 and 3 years for MS and Ph.D. degree, respectively.
2. One semester extension of study leave with full benefits, provided that the extension is recommended by the Adviser/Chairperson of the Graduate Advisory Committee and Department Personnel Committee through the College Dean and University Scholarship/Fellowship Committee for Academic Staff.

C. Criteria for Selection:

1. A staff member may be granted VSU Scholarship/Fellowship/Financial Assistance award upon meeting all the following conditions:
 - a. Based on the current and/or projected academic programs of the College, there is a need to develop the staff member because his/her present level of training is inadequate to effectively take care of the work he/she is expected to perform or for which he/she was hired. The need shall be determined by the department concerned and approved by the appropriate College Deans.
 - b. The staff member occupies a regular item in the plantilla (not a substitute staff except for staff seeking endorsement as a requirement of the study/grant fellowship).
2. Not older than 35 (MS) and 40 (Ph.D.) years old. A candidate beyond 35 & 40 years old but not older than 40 to 45 years old may be considered for a fellowship if he/she has earned at least 50% of the academic course requirement in a program of study approved by the department in accordance with the staffing pattern. Justification shall be submitted for an applicant who is more than 35 years old, and 40 years old for MS and PhD, respectively.
3. The applicant for M.S. and Ph.D. must be a holder of a Bachelor's degree and Master's degree, respectively and must show proof of admission to a duly recognized institution which is strong in the particular field of specialization.
4. If there are two or more candidates for the same area of specialization meeting the above criteria, priority will be given to the one who belongs to a department which urgently needs to strengthen/reinforce its manpower capability.
5. Must have no pending administrative and criminal charges.
6. Must not have any current foreign or local scholarship grant.
7. Must have fulfilled the service obligation or any previous scholarship and training contract.
8. The employee must have rendered at least one year of service with at least very satisfactory performance for the last two rating period preceding the application.

D. Privileges:

I. Internally-Funded (VSU)

1. With Full Support

- 1a. Full salary and other privileges such as ACA/PERA, bonus and other fringe benefits.
- 1b. Monthly Stipend of P7,500.00 for scholars studying outside of VSU and P5,000.00 for scholars studying at VSU for M.S. (External Campus only) and Ph.D.
- 1c. School fees - Variable (Based on units and level)
- 1d. Book Allowance - P5,000/semester but not to exceed 4 semesters for MS and 6 semesters for Ph.D.
- 1e. Thesis support - P25,000 for MS and P50,000 for Ph.D.
- 1f. One round-trip economy transportation, from VSU to the place of study (within Philippines) if not provided by Donor.

II. Externally-funded

1. With VSU support

- 1a. Full salary and other privileges such as ACA/PERA, bonus and other fringe benefits.
- 1b. One round-trip economy transportation from VSU to the place of study (within the Philippines) if not provided by Donor.

2. Without VSU support –(endorsement only.)

None

E. Responsibilities of the Grantees:

- 1. Must sign a contract with VSU.
- 2. Must take a full academic load of 12 units every semester for those enjoying fellowship while academic load of those enjoying assistantship will depend on the school they are enrolled in.
- 3. Must not accept any kind of employment while enjoying the scholarship/fellowship.
- 4. Must not accept any kind of scholarship without clearance from VSU.
- 5. Must maintain a semestral grade point average acceptable to the graduate school.

6. Must submit a semestral progress report to the head of the unit and furnish a copy to the chairman of the LSFC-AS and University President.
7. Must submit 3 hard copies of approved dissertation distributed to: a) One (1) VSU Library, b) one (1) College Library, and c) one (1) to the AACUP Center, upon return from study leave. One (1) copy in CD format must also be submitted to the VSU Library
8. Must complete his/her graduate studies within the time frame of his/her scholarship. In case of failure to complete the degree pursued on specified time (including the allowable one semester extension) grantee has to:
 - a. Pay back the full amount spent (salary, stipend and other allowances) for him while on scholarship based on mutually accepted terms.
 - b. Reinstate and take full aggregate load so that services of substitute or part time teachers hired for the purpose would be automatically cut-off
9. Pay back VSU the full amount spent for his grant if the GRANTEE fails to complete or finish the degree for any reason whatsoever. Returning back to VSU to serve the University without completing the degree shall not free the GRANTEE of his obligation to reimburse in full the amount spent of his grant.
10. Serve VSU for a period of time at the rate of one year for every year or a fraction thereof of not less than two months of enjoyment of the grant within the Philippines or outside the Philippines or for less than two months of enjoyment of the said Grant shall be served for half the rate. Provided, that failure to comply with the provisions of this paragraph or willful abandonment of the grant, resulting to the non-completion of the degree pursued shall obligate the GRANTEE to reimburse immediately in full to the GRANTOR all the expenses that the latter may have incurred including transportation, salaries and other expenses related thereto as well as external financial grants given through or upon endorsement of the University in connection with his Grant plus an equity charge equivalent to 100% of the total amount expended, in which case shall not be less than P 5,000.00 and 14% interest per annum from the date of breach or revocation. It should be fully understood that proportionate refund shall in NO CASE be allowed.

* Request for reduced workload to work on his thesis upon reinstatement due to failure to complete the degree pursued on specified time is allowed provided this is for one semester only and to be supported by the program of activities for monitoring purposes.

NON-DEGREE SHORT-TERM TRAINING
(at least 1 month)

A. Criteria for Selection:

1. Need for the field of training as certified by the department/unit head.
2. Appropriate educational background

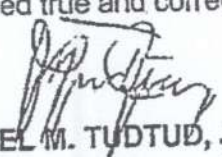
B. Privileges:

- I. Internally - funded (VSU) - highly relevant short term training sponsored by either local or foreign professional organizations can be availed by academic faculty (permanent or regular) with prior invitations as paper presenters, moderators and/or other important roles. Such attendance must be duly endorsed by offices concerned.
- II. Externally - funded - this should included short term training sponsored by professional organizations held either locally or abroad. Need invitation and endorsement by appropriate offices. Except salary (ACA, PERA, bonuses and other fringe benefits) all other attendant expenses shall be shouldered by the sponsoring agency/organization.

C. Responsibilities:

1. Must sign a contract with VSU.
2. Must not accept any kind of employment while undergoing the training
3. Must not accept any kind of scholarship without clearance from VSU.
4. Must submit a narrative report upon his return.
5. Must serve VSU at the rate of one year for every year or a fraction thereof or half the rate for one month up to two months of enjoyment of the grant.

Certified true and correct:


DANIEL M. TUDTUD, JR.
Board Secretary

**PROPOSAL TO INCREASE THE PRIVILEGES GRANTED
TO VSU FACULTY MEMBERS PURSUING
DOCTORAL DEGREES
(FELLOWSHIP GRANT)**

*(As approved by the VSU Board of Regents per
BOR Resolution No. 79, s. 2014, dated 21 October 2014)*



Existing scholarship policies as approved by the Board of Regents per BOR Resolution No. 60 series of 2009 provide financial privileges to scholars the amount of which are way below as compared to those given by the other agencies offering scholarships such as, among other, DOST, CHED, SEARCA.

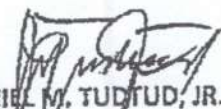
Specifically, the stipend given to our scholars is only P7,500 per month. Said stipend provides for the cost of living and other expenses of the scholar while pursuing advanced degree since it is expected that his/her monthly salary will be used for the subsistence of the family who will be left behind. The monthly stipend of P7,500 is already too small especially if the place of study is in Metro Manila or Cebu.

Hence, this proposal to increase the stipend and dissertation support to our scholars pursuing doctoral degrees, the field of study, however, should be in accordance with the approved faculty development plan for that particular faculty member concerned, to wit:

KIND OF BENEFIT	EXISTING RATE OF BENEFIT	INCREASED BENEFIT AS APPROVED BY THE BOR
1. Stipend per month	P7,500	P15,000.00 per month
2. School fees	Variable (based on units enrolled and level)	No change
3. Dissertation support	P50,000.00	P100,000.00
4. Transportation allowance	One round trip economy transportation from VSU to place of study within the Philippines	No change
5. Book allowance	P5,000 per semester	No change

Once approved will take effect second semester SY 2014-2015 and will benefit existing faculty members presently pursuing doctoral degrees under the fellowship grant. Under the upcoming SUC leveling to be conducted and implemented by CHED and DBM in 2018, VSU needs to increase the number of faculty with doctoral degrees to maintain its level of IV classification as a state university.

Certified true and correct:


DANIEL M. TUDTUD, JR.
Board Secretary



VISAYAS
STATE UNIVERSITY
VISCA, CITY OF BAYBAY, LEYTE

OFFICE OF THE SECRETARY OF
THE BOARD AND THE UNIVERSITY

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

BOR RESOLUTION NO. 105, s. 2015



A RESOLUTION APPROVING THE PROPOSAL TO GRANT STUDY LEAVE WITH PAY TO VSU FACULTY PURSUING MASTER'S DEGREES WITHOUT EXTERNAL SCHOLARSHIPS FROM SY 2016-2017 UNTIL SY 2020-2021 SUBJECT TO EXISTING COA RULES AND REGULATIONS ON THIS MATTER

WHEREAS, the Visayas State University was created by virtue of Republic Act 9437 last April 27, 2007 which renamed the Leyte State University (created by virtue of Republic Act 9158 last 11 August 2001) which, in turn, converted the then Visayas State College of Agriculture (ViSCA) into a state university;

WHEREAS, Section 7 of R.A. 9158 specifically empowers the Board of Regents of the University to *"exercise all the powers granted to the Board of Directors of a corporation under Section 36 of Batas Pambansa Blg. 68, otherwise known as the Corporate Code of the Philippines"*;

WHEREAS, Section 7, Paragraph (a) of R.A. 9158 as well as Section 4, Paragraph (a) of R. A. 8292 empowers the Governing Board to *"enact rules and regulations not contrary to law as may be necessary to carry out the purposes and functions of the University or college"*;

WHEREAS, Paragraph (b), Section 7 of R.A. 9158 provides: *"To receive and appropriate all sums as may be provided, for the support of the University in the manner it may determine, in its discretion, to carry out the purposes and functions of the University"*;

WHEREAS, the implementation of the K+12 program beginning in SY 2016-2017 presents an opportunity for VSU faculty members to pursue and/or complete their Masteral degrees;

WHEREAS, there are many faculty who do not have external scholarship funding find it difficult pursuing and/or completing their Masteral degrees due to lack of funds;

WHEREAS, the University believes that by granting these faculty members pursuing their Masteral degrees with a study leave with pay package as a form of financial assistance, it will enable them to complete their graduate studies;


WHEREAS, this special financial assistance package will be enforced for the duration of the K+12 transition period, from SY 2016-2017 until SY 2020-2021 only;

WHEREAS, the proposal was discussed and approved by the University Administrative Council (UADCO) on the occasion of its 115th UADCO Meeting held last 21 September 2015 at the Conference Hall, Center for Continuing Education, VSU Main Campus, Visca, City of Baybay, Leyte and is strongly endorsing the same to the VSU Board of Regents for Approval.


THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED to approve the proposal to grant VSU faculty pursuing their Masteral degrees without external scholarship funding, with a study leave with pay from SY 2016-2017 until SY 2020-2021 *subject to* existing COA rules and regulations on this matter.

IN WITNESS of our approval thereof, we hereby affix our signatures this 3rd day of December 2015 at the Commission on Higher Education – Central Office, C.P. Garcia Avenue, UP Diliman, Diliman, Quezon City.

VSU BOARD OF REGENTS

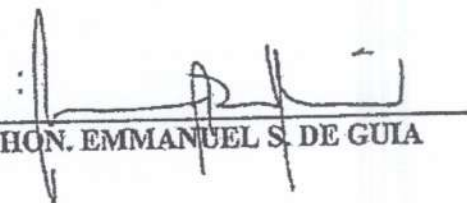

HON. MARIA CYNTHIA ROSE B. BAUTISTA
CHED Commissioner and Chairperson
VSU-Board of Regents


HON. EDGARDO E. TULIN
Vice Chairman and President, VSU

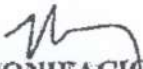

HON. PIA S. CAYETANO
Chair, Committee on Education, Arts & Culture
Senate of the Philippines

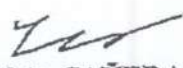
HON. ROMAN T. ROMULO
Chair, Committee on Higher & Tech. Educ.
House of Representatives

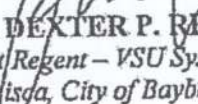
Represented by:

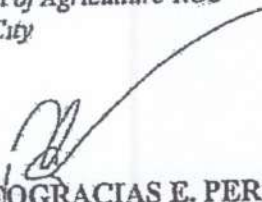

HON. EMMANUEL S. DE GUIA



HON. DENEESSE LOU T. CORTEZ


HON. BONIFACIO G. UY
Regional Executive Director
National Economic & Dev. Authority-RO8
Gov't. Center, Palo, Leyte

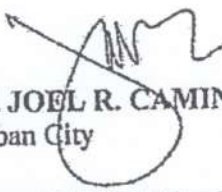

HON. LEO P. CAÑEDA
Regional-Executive Director
Department of Agriculture-RO8
Tacloban City


HON. DEXTER P. RELEVO
Student Regent - VSU System
VSU, Visca, City of Baybay, Leyte


HON. DEOGRACIAS E. PERNITEZ
President, VSU Federated Alumni Assn.
VSU, Visca, City of Baybay, Leyte


HON. LUZ O. MORENO
Faculty Regent - VSU Faculty Association
VSU, Visca, City of Baybay, Leyte

Private Sector Representatives:


HON. JOEL R. CAMINADE
Tacloban City

HON. ROY BERNARD C. FIEL
Ormoc City

BOR Resolution No. 105, s. 2015 - A Resolution Approving the proposal to grant VSU faculty pursuing their Masteral degrees without external scholarship funding, with a study leave with pay from SY 2016-2017 until SY 2020-2021 in accordance with COA rules and regulations on this matter.

PROPOSAL TO GRANT STUDY LEAVE WITH PAY TO VSU FACULTY PURSUING MASTER'S DEGREES WITHOUT EXTERNAL FUNDING

Proponent: Council of Deans

Possessing a master's degree is the prescribed minimum qualification for college teaching as mandated by CHED. However, much to the desire of the university to comply with this requirement, the reality is that it is simply not possible all the time and in all fields. In fields like engineering, genetics, physiology, physical education, language, history, psychology, etc., it has not been easy to hire faculty with master's degree, especially that VSU requires that the faculty to be hired should graduate from highly reputable institutions within the Philippines or abroad. Thus, to satisfy the number of faculty members needed to teach, the university has to accept bachelor's degree holders, hoping that they will obtain a master's degree in five years.

Some VSU faculty members especially those from the science and technology fields are fortunate to avail of the many scholarships (DOST, SEARCA, ATI, CHED, Erasmus Mundus, VLIR-OUS, etc.) available at present. But many others, especially those from the non-technical fields like physical education, philosophy, history, psychology, language, management, etc. have not been as lucky. One reason is that there are very few scholarship grants available for these fields. The existing policy of the university is that faculty members pursuing master's degree with external scholarship, can go on study leave-with-pay, while those who have none cannot enjoy the same privilege. The rationale behind this policy is that if the faculty has a scholarship, the university will no longer incur additional cost for the study since tuition, stipend and expenses for the thesis will be shouldered by the scholarship granting agency. Thus, those who cannot secure external scholarship cannot enjoy study leave-with-pay.

Due to the above policy, those who cannot go on leave with pay cannot study full-time and have to pursue graduate studies on their own, under the following circumstances, which in the end, are disadvantageous to the university:

1. Since they personally support their studies, they continue to work and thus enroll on-and-off or on part-time basis only. Some enroll in Saturday classes, or only during the Summer period, taking only fewer units every term. Most often they incur incomplete grades because of conflict of work and studies. Thus, it is not uncommon for these faculty members to finish their master's degree in more than five or even ten years, or never finish at all.
2. To save on cost, they go to easily accessible institutions which, sometimes, may not be considered "reputable" under university standards. If their field of study is not offered in these schools, some would enroll in a program which are not in line with the faculty development program of their academic department. Since they are not under contract with the university for their graduate studies, the university cannot exercise full control over the program they take or the school they choose. For some whose fields are not offered in these schools but don't want to shift to unrelated programs, they continue to postpone taking a master's degree until they become over-aged and would no longer qualify for a scholarship that may later become available.
3. Since their study is not funded by the university, they have no contract for return service. When a better job opportunity is available after they graduate, they could easily leave the university. The university, in fact, has already lost some young faculty members who have highly commendable performance and have shown great potential as future prime movers of VSU, because of the

In view of the above, it is hereby proposed to grant a Study Leave-With-Pay to faculty members who wish to pursue master's degree without external scholarship, with the following qualifications and conditions:

Eligibility

1. Only regular faculty members, who are not more than 55 years old at the time of the grant, are eligible for the grant.
2. The faculty member should have a GPA of 2.0 or better (or its equivalent) in his/her undergraduate program.
3. The faculty member must have a rating of Very Satisfactory (VS) or Outstanding (O) in the teaching performance evaluation in at least the last two (2) semesters.
4. The member must be admitted or enrolled in a reputable institution as certified by the Dean of the College and the University Scholarship Committee.
5. The degree to be pursued by the faculty should be within the academic department's Outcome-Based Faculty Development Program. If the faculty is already enrolled in a program which is not within the Faculty Development Program, he/she cannot be granted such privilege unless he signifies willingness to shift to the prescribed degree program.

Terms of the Grant:

1. For faculty members who are still to start their master's degree or those who have completed 50% or less of their course work, the study leave-with-pay privilege will cover four semesters and one Summer subject to a one semester extension, if necessary.
2. If the faculty member has already completed all, or more than 50% of the required course work, only two semesters and one Summer study leave-with-pay will be granted, subject to a one semester extension, if necessary.
3. The university will only provide salary and other benefits given to faculty members. Tuition and other fees will be shouldered by the faculty member concerned. For thesis support, the faculty member, however, may apply for a thesis grant from outside funding institutions.
4. The faculty member shall sign a contract with the University for return service after the period of the grant. Return service shall be 1:2 or two years of service for every one year of study leave with pay regardless of whether the school is within the Philippines or abroad. Failure to render return service will be subject to legal measures in accordance with the terms of the contract.
5. No faculty who goes on study leave with pay shall be allowed to reinstate without completing his/her master's degree.
6. The faculty member must complete the degree within the period of the grant, or be subject to legal measures in accordance with the terms of the contract.
7. The grant will be available for the duration of the Transitory Period of the K-12 program from AY 2016-2017 to AY 2020-2021.



EXCERPT FROM THE APPROVED MINUTES OF THE
98th VSU Board of Regents Meeting
19 August 2020
Visayas State University
(by Teleconference)

Proposal to Grant a One-Time Two-Way International Airfare
for Faculty Scholars Who Pursue Graduate Degree Abroad
but Whose Grant Does Not Cover International Airfare

The Board passed

BOR Resolution No. 94, s. 2020

A Resolution Approving the Proposal to Grant a One-Time Roundtrip International Airfare for Faculty Scholars Who Pursue Doctorate Degree Abroad but Whose Grants Do Not Cover International Airfare, Subject to Availability of Funds

BOARD ACTION: APPROVED
Date: 19 August 2020

Certified True and Correct

FRANCISCO G. GABUNADA, JR.
University/Board Secretary

cc: OP *8/19/20*
OVPAR - *8/19/20*
Finance Office - *8/19/20*
Budget Office - *8/19/20*
Accounting Office - *8/19/20*
Component Campuses - *8/19/20*



VISAYAS
STATE UNIVERSITY

OFFICE OF THE UNIVERSITY/BOARD
SECRETARY
Visayas State University
Visco, Baybay City, Leyte PHILIPPINES
Phone/Fax: +63 53 563 7053
Email: secretary@vsu.edu.ph
Website: www.vsu.edu.ph

EXCERPT FROM THE APPROVED MINUTES OF THE
86th VSU Board of Regents Meeting
4 OCTOBER 2018

CHED Commissioner's Conference Room
CHED Central Office, C.P. Garcia Ave.,
UP Diliman, Diliman, Quezon City



Proposed Amendments to Existing Guidelines
on the Availment of Financial Assistance from
the Faculty Development Fund

The Board passed

BOR RESOLUTION NO. 165, s. 2018

A Resolution Approving the Proposed Amendments to Existing
Guidelines on the Availment of Financial Assistance from the Faculty
Development Fund, as presented (see attached approved proposal).

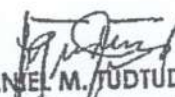
With Additional Correction:

5) Additional Support from CHED

The University will put up a mechanism whereby Paper Presentations
for Abroad will be thoroughly Screened before it is endorsed to CHED
for possible Financial Support.

BOARD ACTION : APPROVED
Date : 4 October 2018

Certified True and Correct:


DANIEL M. TUDTUD, JR.
Board Secretary V

cc: OP
OUP
OHD-11RD
Personnel Office
Finance Office
Student Office
Academics, CHED

**PROPOSED AMENDMENTS TO EXISTING GUIDELINES ON THE AVAILMENT OF
FINANCIAL ASSISTANCE FROM THE FACULTY DEVELOPMENT FUND**

Existing Policy/Practice	Amendment	Justification
1. No specific policy. The practice is to release the thesis/dissertation support on reimbursement basis.	The thesis support of faculty shall be released in two tranches, subject to liquidation based on the usual accounting rules: 75% will be released after submission of a completely approved thesis/dissertation outline/proposal; the remaining 25% will be released after submission of the approved thesis/dissertation manuscript, and liquidation of the first tranche. This is an amendment to the existing policy of giving the grant on reimbursement basis. This policy will apply to all new scholars and is retroactive for previously approved scholars who have not yet availed of the grant.	A number of faculty scholars cannot immediately implement their thesis or dissertation due to financial constraint considering that the thesis fund is released on reimbursement basis. Many of them had to seek loans to be able to start their thesis. For CHED and DOST scholars, the thesis fund is given as an outright grant, in two tranches. Thus, the Committee agreed to adopt this scheme. This will not only help the scholars but also the university in ensuring that funds allocated for the year are utilized as required in the cash-based budgeting by DBM.
2. For attendance to seminars, symposia or conferences held outside of the Visayas, only one faculty per department can attend if there is no paper to present.	More than one faculty per department shall be allowed to attend, even if there is no paper to present, provided that: a. The faculty who will attend has a professional license and is teaching courses in a licensed program b. The conference/seminar/ symposium/forum and the organizers are accredited by PRC as CPD-granting, as certified by the PRC or other certifying bodies.	For departments offering licensed programs, the faculty needs to attend a number of required seminars or conferences in order for them to earn CPD points for renewal of their license.

	<p>b. Those who will attend have to conduct classes in advance or upon return, or assign other remaining faculty members to take over their classes, as certified by the department head.</p>	
<p>3. Support for travels abroad is only for oral paper presentations. Support for trainings is granted if: a) the attendance is covered by a MOU/MOA between VSU and the institution abroad, and b) if the training is free or it does not entail cost to the university</p>	<ul style="list-style-type: none"> • If the training is not free, or if it only covers accommodation and meals, a maximum of P50,000 if within Asia, and P50,000 + \$1000 if in the USA, Europe or Oceania can be granted. • If free, local travel to and from Manila (transportation and per diem) shall be granted. <p>Participation is subject to the following:</p> <ol style="list-style-type: none"> a similar kind of training is not available or not offered locally the faculty recommended has not yet participated in a similar training elsewhere the training is very much related to the field of specialization and nature of work of the faculty a maximum of only two participants from the whole university, and not from the same department, are allowed per year. The same person cannot attend trainings abroad for 2 successive years, unless the 2nd training is free or externally-funded. The faculty will attend conduct make up classes in advance or upon return, or assign a faculty to take over his/her classes, as certified by the department head, endorsed by the dean. all other documentary requirements for travels abroad required by Malacanang, CHED and VSU will be fully complied with. 	<p>Not supporting participation in trainings abroad limits the opportunities for the faculty to be trained especially on advanced knowledge and skills that are offered only abroad.</p>

4. For presentation of papers abroad, there is no specific policy on the number of times a faculty can be allowed in a year	A faculty can only go once in a year (paper presentation or training). He/she may be allowed to attend again if attendance is free or if funded externally.	To give chance to all faculty members to avail of the privilege and avoid monopoly by a few faculty
5. There is no specific policy on what research papers are allowed for presentation in conferences abroad.	<ol style="list-style-type: none"> 1. A faculty can only be allowed to present a paper abroad, charged to the university, if: <ol style="list-style-type: none"> a) he/she is the principal researcher/investigator of the research, or b) part of the team who conducted the research where the paper was derived, or c) if the paper is part of his/her graduate thesis, or an output of his/her own research conducted in the university, or d) thesis of his/her student but such thesis is part of his research project 2. If the paper has more than one author, only one of the authors is allowed to go. 	To encourage faculty members to present their thesis/dissertation, and to push all faculty members to conduct their own research.