



116TH REGULAR MEETING OF THE BOARD OF REGENTS

BOR RESOLUTION NO. 121

Series of 2024

**APPROVING THE AUTHORITY DELEGATED TO THE PRESIDENT OF THE
VISAYAS STATE UNIVERSITY**

WHEREAS, Republic Act 9158, Section 7 (o) provides that the Board has the authority to delegate any of its powers and duties to the president and/or other officials of the University as it may deem appropriate to expedite the administration of the affairs of the University;

WHEREAS, the Governing Board of Visayas State University has the authority, duty, and responsibility to establish, clarify and amend from time to time, the policies of the University, and the University President has the duty, responsibility, and authority to manage and administer the University in accordance with such Board policies, the authority delegated to the President by the Board and all applicable laws;

WHEREAS, the Board has to focus its primary attention on substantial policy issues of the University, presented to the Board by the President, members of the Board and others,

WHEREAS, for the Board to give full consideration to policies that are of substantial and continuing value to the University, the President should be formally delegated explicit authority by the Board to manage, administer, and establish routine administrative procedures of the University;

WHEREAS, as the educational leader of the University and in the exercise of such delegated authority, the Board expects and requires the president to exercise sound management of the academic, financial, and other operational aspects of the university;

WHEREAS, the University President will ensure that all relevant regulatory and statutory laws and regulations are addressed before exercising the authority delegated;

WHEREAS, the University President has the further responsibility of presenting matters specified in this delegation authority for Board Confirmation during its regular meeting to keep the Board appropriately advised;

WHEREAS, the university management has deemed it necessary to propose revisions to reflect changes in the University in the intervening years as they relate to delegations of authority to the University President adopted in 2006 and its amendments in 2018 and 2024;

WHEREAS, the proposal was presented to the University Administrative Council at its meeting on September 12, 2024, and obtained favorable action;

NOW, THEREFORE, BE IT RESOLVED, that the VSU Board of Regents does hereby delegate certain of its power to the President of the University. In making this delegated authority, the Board authorizes the President to act on their behalf deemed necessary and appropriate for the management of the business and affairs of the University. The authority delegated to the University President includes, but is not limited to:

I. PERSONNEL ACTIONS:

- 1) appointment of faculty members of the University up to the rank of Assistant Professor IV (SG18) *subject to CONFIRMATION* by the Board of Regents;
- 2) appointment of the non-teaching and administrative personnel to positions up to SG 17 *subject to CONFIRMATION* by the Board of Regents;
- 3) renewal of appointment of University personnel *subject to CONFIRMATION* by the Board of Regents;
- 4) approval of Leave of Absence of University Personnel;
- 5) recommended the detail or secondment of university personnel *subject to APPROVAL* by the Board of Regents;
- 6) recommends to the GB, faculty members to be given the rank of at least Associate Professor I (SG19) of higher *subject to APPROVAL* by the Board of Regents;
- 7) approve the hiring of Contractual and Job Order employees not exceeding six (6) months *provided that* the Board of Regents is informed of such appointments in its next regular meeting;
- 8) approve the appointment of part-time faculty, lecturers, senior lecturers, professional lecturers, special lecturers for a period of not more than one (1) term (semester) *provided that* the Board of Regents is informed of such appointments in its next regular meeting;
- 9) designate Vice-Presidents, Deans, Directors or any ranking officers of the Administration as Officer-in-Charge (OIC) of the Office of the President to carry out the day-to-day activities of the Office for a period not exceeding two (2) weeks, without renewal *provided that* the Board of Regents is informed of such appointments in its next regular meeting;
- 10) designate officer in charge in academic and administrative units, for a period not exceeding one (1) month, without renewal *provided that* the Board of Regents is informed of such appointments in its next regular meeting;
- 11) designate chancellors, deans, directors, chairpersons and other heads of principal units in an acting capacity period of less than three (3) months, without renewal *provided that* the Board of Regents is informed of such appointments in its next regular meeting; and
- 12) designate program and project directors/coordinators *provided that* the Board of Regents is informed of such appointments in its next regular meeting.
- 13) act on requests for authority to travel abroad for faculty members and administrative staff as part of the learning and development program of the university; (*BOR Resolution No. 92, s. 2024*)
- 14) act on requests for authority to travel abroad for a university-endorsed purpose and/or co-curricular experiences following the policies and procedures on international educational trips for students; (*BOR Resolution No. 121, s. 2024*)

- 15) discharge function on the approval of scholarship awards and signing of contracts such as Financial Assistance Contract, Fellowship Contract, Non-degree/Short-term Training Contract, Postdoctoral Contract, Non-degree Short Term Training Contract and Sabbatical Leave Contract subject to BOR confirmation; (*BOR Resolution No. 121, s. 2024*)

II. CONTRACTS/AGREEMENTS and FISCAL MATTERS

On contracts/agreements, the President is authorized to:

- a) approve and sign agreements with other institutions, local and foreign, for joint academic research and/or training programs, *provided, that* such agreements do not involve any additional and/or special budgetary outlay on the part of the University and have been reviewed by the University Legal Officer and concerned officials and *provided, further, that* all such agreements are submitted to the Board of Regents for confirmation;
- b) for contracts requiring bidding, the President is authorized to sign such documents *provided, that* they bears the endorsement and certification of the Bids and Awards Committee (BAC) and the Commission on Audit (COA) indicating that the guidelines, requirements, and restrictions as stipulated in R.A 9184 or the e-Procurement Law have been considered and *provided, further, that* a certification of the availability of funds is attached to the contract.
- c) approve and sign agreements with a threshold limit for procurement activities per Contract amount: (a) Expendable Goods and Services: 3 Million and below – approval of the President and confirmation of the Board; (b) Infrastructure and Equipment: 5 Million and below – approval of the President and confirmation of the Board; (*BOR Resolution No. 131, s. 2018*)

III. CURRICULAR MATTERS

- approve changes in the nomenclature of subjects, and revision of existing curricula including the addition and/or exclusion of subjects in compliance with CHED and/or PRC requirements, *provided, further, that* such is reported to the Board of Regents for information.

IV. OTHER DUTIES


- accept payments and donations from local and foreign agencies/ organizations/ institutions *subject to* CONFIRMATION by the Board of Regents in its next meeting.

FURTHER RESOLVED, that the President shall, and cause others to, manage and administer the University following the policies and resolutions adopted by the Board and all applicable laws and keep the Board appropriately advised;

FURTHER RESOLVED, that the Board will periodically review this policy and reserves the right to amend or rescind it by resolution at any time;


IN WITNESS of our approval thereof, we hereby affix our signatures this 15th day of October 2024 at LNU Board Room, Tacloban City, Philippines.

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. 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. APPARRI, III
Member, VSU BOR
Tacloban City, Leyte