



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.

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. APPARRI, III

Member, VSU BOR
Tacloban City, Leyte

Proposal: AMENDMENT OF BOR RESOLUTION NO. 135, S. 2022 "REVISED IN-HOUSE PROMOTION FOR FACULTY"

Proponent: Academic Personnel Board

Rationale:

Promotion offers an opportunity for the faculty to demonstrate and gain recognition for their achievement over a period of time. It is a way to evaluate a faculty member's research, teaching, and service contributions, and to recognize their achievements and impact on the institution. This process helps to maintain academic standards and ensures that faculty members are held to high standards. Most importantly, promotion can motivate faculty to stay at the institution and continue to contribute to its mission.

Since National Budget Circular (NBC) 461 and now the DBM-CHED Joint Circular 3 s. 2022 (Guidelines on the Reclassification for Faculty Positions in State Universities and Colleges), the upgrading of faculty members of the university was dependent solely on the national implementation of these circulars which was done every three (3) years only. In January 2023, the "Revised In-House Promotion" was duly approved by the Board of Regents through the passage of BOR Res. No. 135 s. 2022. Some faculty have been promoted specially the faculty-scholars who earned PhD degree after being sent to graduate studies.

Likewise, let it be emphasized that the number of faculty members with doctorate degrees matters a lot especially in VSU's university rank endeavors, both international and local, like the QS Star, University Performance Metrics and accreditations such as AACUP accreditation, CHED, Washington Accord, etc. There is therefore an intervention to make sure that its developed faculty will not be pirated by other SUCs to the disadvantage of the VSU. Not to mention also, that some nearly retiring faculty may no longer be able to avail of the reclassification of faculty positions in the next cycle/s of DBM-CHED JC 3 s. 2022.

The Institutional Promotion for Faculty Members will only be resorted if there is a vacant item due to retirement, promotion, transfer, etc.

However, the existing policy per BOR Res. 135 s. 2022 is limited to Instructor II to Assistant Professor IV vacant positions. Also, some provisions of BOR Res. 135 s. 2022 needs amendment. By amending the guidelines regularly, the university can ensure that its policies and procedures remain relevant, effective, and aligned with changing circumstances and requirements.

Coverage:

The policy shall apply to all deserving faculty of the university whose qualifications are validated by the Institutional Evaluation Committee and their entry into the new position is very significant in order to ensure their motivation, productivity and well-being.

Objectives:

The proposal is intended to:

1. Amend, establish and implement VSU In-house Promotion System to fill up existing vacant faculty positions from Instructor II to Professor VI.
2. Recognize faculty member's accomplishments, growth, and development as a teacher and scholar, and service to the University and the general public.
3. Boost morale and increase dedication and motivation of faculty for organizational efficiency and effectiveness.

Proposal:

The following provisions of the existing policy are proposed for amendment:

Existing	Proposed
Title:	
Revised In-House Promotion for Faculty	Institutional Promotion Guidelines for Faculty Members

Existing	Proposed
Guidelines:	
1. Only vacant positions of Instructor II up to <u>Assistant Professor IV</u> shall be considered for In-House Promotion	Vacant positions of Instructor II up to <u>Professor VI</u> shall be considered for Institutional Promotion for faculty members
2. Applicants must meet the minimum qualification standards for appointment to faculty positions at the university in terms of education, experience, training, and eligibility per <u>BOR Res. No. 29. series 2015.</u>	xxx per <u>CSC MC No. 1, s. 1997 "Revised Qualification Standard"</u>
3. For Assistant Professor IV, priority will be given to applicants with relevant PhD degree.	xxx <u>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 rank may qualify.</u> <u>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.</u>

4. At least a "Very Satisfactory" rating of work performance in the last rating period is required.	xxx
5. Faculty who have been found guilty of an administrative offense shall be disqualified for promotion for the same period of suspension or fine.	xxx
6. Faculty who had been reclassified and/or promoted within the last 6 months cannot be recommended for In-House Promotion	xxx
7. Credentials that are used for the In-House promotion cannot be used for the <u>NBC 461 reclassification.</u>	xxx xxx <u>DBM-CHED JC No. 3 s. 2022.</u>
8.	<u>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.</u>

Existing	Proposed
Procedure:	
1. The Human Resource Management Office (HRMO) identifies vacant professorial positions that need to be filled up.	xxx
2. The Academic Personnel Board (APB) assigns the vacant position to an academic unit based on need as shown in the projected workload of the current faculty for two (2) semesters and approved faculty development plan of the academic unit.	xxx
3. The Department Personnel Committee (DPC) of the identified academic unit prepares the vacancy announcement.	xxx
4. The normal process in the screening, selection, review and approval of the top ranked candidate/s and processing of appointment will follow the provisions of PM-HRM-01 (Quality Procedure for Recruitment, Selection and Placement of Faculty)	The standard process in the screening, selection, review, and approval of the candidate/s and processing of appointment will follow the provisions of PM-HRM-01 (Quality Procedure for Recruitment, Selection, and Placement of Faculty), <u>Revised Merit System for Faculty Members and applicable CSC rules and guidelines on appointment.</u>

Effectivity:

These amended guidelines shall take effect upon approval of the Board of Regents.