

Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

CHED MEMORANDUM ORDER

No. ____
Series of 2013.

SUBJECT: SUPPLEMENTAL GUIDELINES FOR THE GRANT AND/OR RETENTION OF UNIVERSITY STATUS AND FOR STANDARDS FOR THE GRANT AND/OR RETENTION OF COLLEGE STATUS vis-à-vis HIGHER EDUCATION INSTITUTIONS, SUPPLEMENTING CHED MEMORADUM ORDER 48 Series of 1996.

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Pursuant to the provisions of Republic Act No. 7722, otherwise known as the Higher Education Act of 1994, and further promote and enhance relevant and quality higher education in the country, the following standards and guidelines for the grant and/or retention of University Status and for the grant/retention of College Status vis-à-vis Higher Education Institutions are hereby adopted and promulgated, thus:

1. *Rationale* – the standards and guidelines for the grant of University Status as indicated in CMO 49 s. 1996 impose a common set of quality indicators for all Philippine HEIs regardless of their mission. This creates inefficiencies within HEIs and reinforces a penchant for university status resulting in a crisis of purpose with HEIs “falling short of being what they could be,” presuming that academic excellence is achievable only by universities. These supplemental guidelines for the grant and/or retention of UNIVERSITY STATUS and for the grant/retention of COLLEGE status, respectively, shall bring about more appropriate standards and mechanisms and can increase internal efficiency as HEIs classified as such are given leeway to focus their internal resources on the core functions of its classification.
2. *Standards and Guidelines in the MORPHE, 8th Edition* – The provisions contained in the Manual of Regulations for Private Schools (8th Edition) relative to grant and/or retention of status shall be updated, revised and/or amended accordingly and are hereby made applicable to all HEIs (State Universities and Colleges, CHED supervised Higher Education Institutions,

Private Higher Education Institutions, and Community Colleges) insofar as they are relevant.

3. *University Status, defined.* – Section 1 of CMO 48 s. 1996 is hereby deleted and shall be replaced with this policy: An HEI classified as a university is an institution of higher learning that, pursuant to its vision and mission, provides highly specialized educational experiences to train experts in the various technical and disciplinal areas and emphasizes the development of new knowledge and skills through research and development. The focus on developing new knowledge is emphasized in the basic post-secondary (i.e. baccalaureate) academic programs through the doctrinal programs; thus a research orientation is evident in the Bachelor, Master’s and Doctoral degree programs. By producing such experts, knowledge and technical innovations, Universities can be identified as resources for long-term development process in a globalized context.

In order for an HEI to be typed as such, “Universities” characteristically must have:

- a) Faculty members with relevant degrees in their areas of specialization as required by the CHED, and who participate in research and development activities in their respective discipline as evidenced by refereed publications, and other scholarly outputs. *Whenever their field of discipline requires the possession of the necessary professional licenses as a requisite condition to teach, faculty members are likewise expected to comply with the same;*
- b) A comprehensive range of degree programs in all levels, from basic post-secondary to doctoral programs;
- c) Viable research programs in specific (disciplinal and multidisciplinary) areas of study that produce new knowledge as evidenced by refereed publications, citations, inventions, and patents, etc.
- d) Comprehensive learning resources and support structures (e.g. libraries, practicum laboratories, relevant educational resources, and linkages with the relevant disciplinal and professional sectors) to allow students to explore basic, advanced and even cutting edge knowledge in a wide range of disciplines or professions;
- e) Links with other research institutions in various parts of the world that would ensure that the research activities of the university are at par with current global standards;
- f) Outreach activities that allow students, faculty, and research staff to apply the new knowledge they generate to address specific social development problems, broadly defined.

4. *College Status, defined.* - An HEI typed as a College is characterized as an institution of higher learning that, in accordance with its vision and mission, provide educational experiences to develop adults who have the thinking, problem solving, decision making, communication, technical and social skills to participate in various types of employment, development activities in public discourses, particularly in response to the needs of the communities they serve.

To be typed as such, “Colleges” characteristically must possess:

- a) Full time permanent faculty members who have the relevant degrees as required by CHED, and experience in the subject areas they handle.
 - b) Degree programs characterized by a core curriculum that holistically develops thinking, problem solving, decision-making, communication, technical and social skills in line with the mission of the college.
 - c) Learning resources and support structures that are appropriate for developing knowledge and skills, in the specific natural science, social science, humanities, and professional disciplines offered by the college, including laboratories, books and journals, etc.
 - d) Links with the community that would ensure the development of relevant academic and extension programs as well as the application of their learning outcomes; and
 - e) Outreach programs involving students *and their faculty/mentors*, in social development oriented experiences that allow them to contextualize their knowledge within actual social and human experiences.
5. *Supplemental Operational Criteria for Universities* – the following are the supplemental operational criteria for the grant and/or retention of university status vis-à-vis HEIs, modifying the particular stipulations in CMO 48 s. 1996 and the Manual of Regulations for Private Schools anent thereto, thus:
 - 5.1. Enrollment – there are graduate students who are being trained for professional practice and/or discovery of new knowledge.
 - 5.2. Degree Programs – there must be at least twenty (20) academic degree programs with enrollees, at least six of which is at the graduate level. There is at least one doctoral program in three different fields of study (disciplines or branches of knowledge) with employees. All graduate programs and at least 50% of baccalaureate programs require the submission of a thesis/project/or research papers

- 5.3. Research – the HEI establishing itself as a university must possess a dynamic research program where the annual research cost expenditure for the past five years is equivalent to at least P75,000 x the number of faculty members involved in research. At least 5% of full-time faculty members engaged in research have patents, articles in refereed journals, or books published by reputable presses in the last ten years. The University must also be actively involved in maintaining linkages with other research institutions in various parts of the world to ensure that the research activities of the university are functioning at the current global standards.
 - 5.4. Faculty requirements – there should be a core of permanent faculty members having relevant degrees as required by the CHED, professional licenses (for licensed programs), and or relevant experience in the subject areas they handle; with faculty members teaching in the doctoral degrees as having doctoral degrees. All other faculty should have the relevant degrees, professional licenses (for licensed programs) and/or relevant experience in the subject areas they handle. At least thirty (30) full time members or 20% of the all full time faculty, whichever is higher, are actively involved in research.
 - 5.5. Extension/Outreach Services – There must be sufficient outreach activities that would allow the students, faculty, and research staff to apply the knowledge they generate to address specific social development problems, broadly defined.
 - 5.6. Facilities –Universities must likewise have comprehensive learning resources and support structures that would allow students to explore basic, advanced, and even cutting edge knowledge in a wide range of fields of study/disciplines of professions.
 - 5.7. University systems – the lead university for HEIs that are recognized as university systems ought to meet the requirements for university status by 2014. By 2017, the system as a whole must meet the 2017 requirement for university status.
6. *Additional Operational Criteria for Colleges* - the following are additional standards and guidelines for the grant and/or retention of College status vis-à-vis HEIs, modifying the particular stipulations in the Manual of Regulations for Private Schools anent thereto, thus:

- 6.1. Degree Programs – at least 70% of undergraduate programs have a core curriculum that develops thinking, problem-solving, decision-making, communication, technical and social skills in line with the College’s mission and the geographic or virtual community.
 - 6.2. Faculty requirements – there should be a core of permanent faculty members. At least 50% of the full-time permanent faculty members have the relevant degrees required by CHED in the subjects they handle. All other faculty members should have the relevant degrees as well as licenses (for licensed programs), and/or experience in the subject areas they handle. In the event the college has doctoral programs, all faculty members teaching in these programs must have doctoral degrees.
 - 6.3. Extension/Outreach Services – colleges must be able to provide outreach programs in the relevant geographic or special communities towards which the College mission is oriented to allow students to contextualize their knowledge within actual social and human experiences.
 - 6.4. Facilities – there must be sufficient learning resources and support structures that are appropriate for the HEI’s programs.
7. *Procedure* – an HEI seeking to retain or be granted the status of a University or College (as the case may be) as such must submit to the CHED a written letter of request indicating its desire to establish itself as a University or College or be conferred the status as such.
- Said letter of request must be accompanied by its full institutional profile containing appropriate documentation on academic programs, enrolment data, faculty data, learning resources and support structures, and linkages and extension programs. The Chairman of the Commission shall then assign the same to a technical working group which shall evaluate the said application in accordance with this CMO and other pertinent rules and regulations.
8. *Review* – the standards and guidelines contained herein and the HEI’s compliance with therewith shall be reviewed every three (3) years from the grant/retention of university (or college) status to/of the HEI.

9. *Applicability* – These standards and guidelines shall apply only to applications for the grant/retention of University or College Status filed by HEIs after December 2013.
10. *Guarantee of non-impairment of vested rights* - HEIs recognized as “Universities” before the establishment of CHED in accordance with RA 7722 or have been previously granted such status by the Commission prior to the effectivity of this CMO will retain such status as a “University” unless they opt to be classified or typed differently.
11. *Repeal* – This CMO shall be interpreted and harmonized with other existing issuances (i.e. CMO 46 s. 1996) insofar as the same is applicable. All other issuances in conflict therewith are hereby deemed revoked, revised, amended and/or appealed accordingly.
12. *Effectivity* – this CMO shall take effect fifteen (15) days following its publication in a newspaper of general circulation.