



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

CHED MEMORANDUM ORDER

No. 44
Series of 1998

SUBJECT: **GUIDELINES FOR THE IDENTIFICATION, SUPPORT AND DEVELOPMENT OF CENTERS OF DEVELOPMENT FOR EXCELLENCE IN INFORMATION TECHNOLOGY EDUCATION**

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In accordance with the pertinent provisions of Republic Act (RA) No. 7722, otherwise known as the "Higher Education Act of 1994", and to expedite the utmost achievement of relevant, responsive and quality higher education in the country, the following guidelines for the identification, support and/or development of Centers of Development for Excellence (CODEs) in Information Technology (IT), are hereby adopted and promulgated by the Commission, thus:

1. **Policy.** It is the policy of the Commission to promote quality and excellence in higher education by identifying, supporting and/or developing Centers of Development for Excellence (CODEs) in Higher Education Institutions (HEIs). All information technology fields of specialization are hereby recognized as program areas needed for the development of world-class scholarship, nation building, and national development.
2. **Centers of Development for Excellence (CODEs).** Centers of Development for Excellence (CODEs) are colleges/universities of Higher Education Institutions (HEIs) offering distinct academic programs which have continuously exhibited qualities indicating excellent potentials in producing quality IT professionals relevant to the needs of industry, and in research and extension service.
3. **Roles and Responsibilities of CODEs.** Identified CODEs in Information Technology shall have the following roles and responsibilities, namely:
 - 3.1 Act as a role model in the local, regional, and national community. These could be in the form of technology transfer, industry linkages or consortia with other HEIs, or extension services;
 - 3.2 Develop research capabilities and offer professional or research graduate program(s) in Information Technology;

3.3 Provide assistance to other HEIs within its geographical area of coverage in terms of faculty development, instructional materials development and other quality upgrading activities;

3.4 Undertake other responsibilities necessary in developing quality information technology education.

4. **Identification.** The Commission shall identify Centers of Development for Excellence (CODEs) upon recommendation of the Technical Panel for Information Technology Education (TPITE).

5. **Support and Development.** The Commission shall provide support and incentives to duly identified CODEs in accordance herewith in the form of scholarship to students, faculty and staff development, including faculty fellowships for HEIs within their areas of concern, research grants, equipment, library materials and other material or technical support, subject to the submission of project proposals, and work and financial plans.

6. **Responsibilities of the Technical Panel for Information Technology Education (TPITE).** In addition to its regular and usual functions and responsibilities and in relation to the herein referred CODEs, shall, thus:

6.1 Formulate criteria and the procedures for the identification of CODEs;

6.2 Recommend CODEs to the Commission;

7. **Responsibilities of the CHEDROs.** In relation to CODEs, CHEDROs shall:

7.1 Assist the TPITE, through the Commission's Office of Programs and Standards (OPS), in identifying possible nominees as CODEs;

7.2 Implement support projects and monitor development and progress of the identified CODEs with assistance from the Regional Quality Assessment Teams (RQATs); and

7.3 Provide regular reports to the Commission, through the Commission's OPS, on the status of the CODEs.

8. **Identification Criteria.** Potential CODEs shall be identified using the following minimum criteria:

8.1 Program Quality **70%**

Faculty	15%
Instruction	20%
Laboratories	15%
Library	5%
Facilities	10%
Administration	5%

8.2 External Linkages **20%**

Industry-Academe Linkage Program	10%
Networking w/ other Schools, and CHED	5%
Outreach Programs	5%

8.3 Commitment to Quality assessment and improvement **10%**

Have undergone accreditation program	5%
Preparation or serious intention to have school assessed	5%

9. Identification Procedure. The identification of CODEs shall normally follow the procedure outlined herein:

- 9.1 CHED-TPITE conducts preliminary survey and screening through IT users, academic peers in the region, and other sources of information;
- 9.2 TPITE evaluates and shortlists prospective ITE-CODEs based on the survey;
- 9.3 TPITE conducts an ocular inspection of the shortlisted schools;
- 9.4 TPITE recommends to CHED potential CODEs; and
- 9.5 CHED issues order identifying CODEs.

10. Duration of CODEs. Status of CODEs shall be valid for three (3) academic years to be renewed subject to evaluation.

11. Re-evaluation and/or Re-classification. The CODEs so selected shall be re-evaluated after the expiration of its term as a CODE to determine whether they will be:

- 11.1 Classified as CENTER OF EXCELLENCE;

11.2 Retained as a CODE for another term; or



11.3 Removed from the list of CODEs.

12. **Repeal.** All existing rules and regulations or parts thereof inconsistent herewith are hereby repealed, superseded or modified accordingly.

13. **Effectivity.** This Order shall take effect upon approval.

Pasig City, Philippines, August 6, 1998.

FOR THE COMMISSION:


MONA D. VALISNO
Officer-in-Charge
Office of the Chair 

Cbc/mydocs/others/amo