



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

CHED MEMORANDUM ORDER

No. 19
Series of 2006

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

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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 implementing guidelines for the identification, support and/or development of Centers of Excellence (COEs) and Centers of Development (CODs) in Information Technology, 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 Excellence and Centers of Development in Higher Education Institutions (HEIs). All qualified information technology programs of specialization are hereby recognized as program areas needed for the development of world-class scholarship, nation building and national development.

2. Centers of Excellence and Centers of Development

Centers of Excellence are colleges/departments within Higher Education Institutions offering distinct IT academic programs that have continuously exhibited excellent qualities in producing quality IT professionals relevant to the needs of the industry, and in research and extension service.

Centers of Development are colleges/departments within Higher Education Institutions offering IT academic programs that have the potential to become Centers of Excellence in the future.

3. Roles and Responsibilities of COEs and CODs

Identified COEs and CODs in Information Technology shall have the following roles and responsibilities, namely:

For Centers of Excellence:

- 3.1.1. Act as role models / leaders in the local, regional and national community;
- 3.1.2. Sustain and enhance research capabilities and upgrade professional or research graduate programs in the Information Technology;
- 3.1.3. Provide assistance to agencies / institutions within its geographical area of coverage;
- 3.1.4. Undertake other activities / projects necessary in developing quality education in Information Technology;
- 3.1.5. Accelerate the development of Information Technology through strategic developmental programs and projects;
- 3.1.6. Develop instructional program quality through faculty development activities and upgrading of facilities and library resources;
- 3.1.7. Undertake basic and applied research activities on emerging trends and advancements in the field;
- 3.1.8. Undertake extension and linkage projects through regional or national consortia agreements, internationalization activities and industry – academe collaborations.

For Centers of Development:

Items 3.1.5 to 3.1.8 of the COE responsibilities and the following:

- 3.2.1. Establish linkages with COEs in the same discipline to further improve their capability to undertake research in Information Technology.

4. Identification

The Commission shall identify Centers of Excellence and Centers of Development upon the recommendation of the Technical Panel for Information Technology Education (TPITE). Applications for the 2nd batch

of COEs / CODs must be forwarded to the CHED Regional Offices on or before **May 15, 2006**. See **Annex A- implementing guidelines for details of selection and the required documents to be submitted by applicants.**

5. Selection Criteria

Potential COEs and CODs shall be identified using the following criteria.

CRITERIA (Specific Area)	WEIGHT
INSTRUCTIONAL QUALITY	
FACULTY	24%
LABORATORIES	7%
LIBRARIES	3%
CURRICULUM	1%
STUDENT SUPPORT	2%
PROGRAM ADMINISTRATION	2%
IT CAPABILITY	2%
GRADUATE PROGRAM	3%
GRADUATE PROFILE	.5%
GRADUATE TRACER	.5%
TOTAL	45%
RESEARCH AND DEVELOPMENT	
INTERNALLY FUNDED APPLICATIONS, DEVELOPMENT AND RESEARCH PROJECTS	7%
EXTERNALLY FUNDED APPLICATIONS, DEVELOPMENT AND RESEARCH PROJECTS	7%
PUBLICATION	7%
PRESENTATION IN CONFERENCES	7%
COMMERCIALIZATION INITIATIVES	2%
TOTAL	30%
EXTENSION AND LINKAGES	
INDUSTRY-ACADEME LINKAGES	8%
ACADEMIC LINKAGES	6%
IT OUTREACH PROGRAMS	6%
TOTAL	20%

INSTITUTIONAL QUALIFICATIONS	
ACCREDITATION PROCESS	2%
NATIONAL / INTERNATIONAL RECOGNITION	1.5%
IT - ENABLED PROCESSES	1.5%
TOTAL	5%
GRAND TOTAL	100%

6. Grants and Benefits

The COEs / CODs are entitled to the following grants and benefits:

- 6.1. Priority in the selection of CHED institutional partners with regards to other CHED developmental projects;
 - 6.2. Entitlement to other non-monetary subsidies and awards such as graduate scholarships for faculty members, priority for CHED research grants and consideration for conversion to University Status and Identification as autonomous and deregulated institutions.
- COEs and CODs that would like to avail of financial assistance can submit project proposals. The Commission en banc would decide if the COE or COD would receive financial assistance based on the merits of their proposals.

7. Duration of the COEs / CODs

The designation of COEs and CODs shall be for three (3) years subject to regular monitoring by CHED. If at any point the CHED assess the COE/COD as being incapable of fulfilling its functions, the designation shall be revoked.

8. Implementing Guidelines

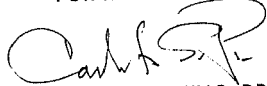
Attached with this CMO are the IT-COE Criteria and Selection implementing Guidelines that contains detailed information on the process of selection and evaluation including a detailed explanation of the selection criteria.

9. Effectivity

This order shall take effect upon approval.

Pasig City, Philippines April 11, 2005

FOR THE COMMISSION:

A handwritten signature in black ink, appearing to read 'Carlito S. Puno', written in a cursive style.

CARLITO S. PUNO, DPA
Chairman