



Republic of the Philippines
IFUGAO STATE UNIVERSITY
Nayon, Lamut, Ifugao

MEMORANDUM ORDER NO. 42 - 2013

TO : FACULTY MEMBERS FOR FIRST TIME PROMOTION TO PROFESSOR LEVEL AS PER NBC 461 5TH CYCLE AND PROFESSORS FOR PROMOTION TO HIGHER LEVEL PROFESSOR RANK AS PER NBC 461 4TH CYCLE

FROM : SERAFIN LINGOHAYON
University President

SUBJECT: REQUISITES FOR PROMOTION TO PROFESSOR LEVEL POSITIONS AS PER NBC 461 4TH AND 5TH CYCLES

DATE : December 4, 2013

1. The Board of Regents of the Ifugao State University, by virtue of Resolution No. 47, s. 2010, approved the utilization of funds of the income of the university for the implementation and payment of increased salaries of faculty members as per NBC 461 4th cycle.
2. As per Section 3 of NBC 461 s. 1998 and Chapter 5 of NCC 33, faculty members who reached professor level positions/ rank for the 1st time must first undergo accreditation by the Regional/ National Accreditation Committee duly organized by the Philippine Association of State Universities and Colleges (PASUC) before they can avail of the said rank/ position.
3. In relation thereto, faculty members who are up for promotion to professor level for the first time under NBC 461 4th and 5th Cycles must undergo accreditation by the duly organized Regional Accreditation Committee.
4. As per PASUC Resolution Nos. 5 and 6, s. 2013, faculty members who are up to be promoted to professor level must submit at least one (1) scientific paper/ article published in a refereed journal.
5. Furthermore, NBC 461 Guidelines for Qualitative Contribution Evaluation (QCE) of professors states that Professors must devote 65% of their time in doing research and research related activities. This is further strengthened in the IFSU Code Section 1.5.2.3. where 30% is allotted for research.
6. The requirements must have been complied before a faculty member will be issued Notice of Salary Adjustment (NOSA) and corresponding increase in their salary to commensurate their promotion to a higher level rank/ position.
7. In relation thereto, all faculty members holding professor positions who are up for promotion to a higher level professorial rank under NBC 461 4th and 5th Cycles must also submit at least one (1) research published in a recognized journal and/or a certificate of oral presentation in the regional level.
8. Faculty members who qualified for professor rank and/or promoted to a higher level professor position but fails to comply with the required accreditation by PASUC or the above minimum requirement as a proof that they did research as required of them by NBC 461 are not to be issued NOSA and given their salary increases pending compliance to said requirements. They are given up to December 10, 2014 to comply with said requirements. Failure to do so will forfeit the implementation of their new professor ranks for CY 2014. Those who comply will be given appropriate salary differentials commencing retroactively from January 2014.
9. Faculty members who are likewise to be promoted as university professors for the 5th cycle are required to undergo national accreditation by PASUC. Pending said accreditation and while waiting for additional University Professor positions, they are to enjoy Professor 6 rank.
10. For assistance, inquiries and clarifications, approach the University NBC 461 Committee Chairperson, the Vice President for Academic Affairs, and/or the University President.