



Republic of the Philippines  
**QUEZON CITY COUNCIL**  
Quezon City  
17<sup>th</sup> City Council

PO2008-55

66<sup>th</sup> Regular Session

Ordinance No. SP-**1945**, S-2009

**AN ORDINANCE AMENDING ORDINANCE NO SP-1030, S-2001 [CHARTER OF THE QUEZON CITY POLYTECHNIC UNIVERSITY (QCPU)]**

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*Introduced by Councilors* BERNADETTE HERRERA-DY, BAYANI V. HIPOL, JORGE B. BANAL, JR., DOROTHY A. DELARMENTE, JOSEPH P. JUICO, WINSTON "Winnie" T. CASTELO, ALLAN BUTCH T. FRANCISCO, VOLTAIRE GODOFREDO L. LIBAN III, EDEN "Candy" A. MEDINA, FRANZ S. PUMAREN, WENCEROM BENEDICT C. LAGUMRAY, DANTE M. DE GUZMAN, DIORELLA MARIA G. SOTTO, JAIME F. BORRES, ANTONIO E. INTON, JR., JESUS MANUEL C. SUNTAY, JANET M. MALAYA EDCEL B. LAGMAN, JR. and CONCEPCION S. MALAÑGEN.

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*WHEREAS, Ordinance No. SP-1030, S-2001, provided the Charter of Quezon City Polytechnic University (QCPU) as it amended Ordinance No. SP-544, S-97;*

*WHEREAS, a fiscal and administrative autonomy can considerably help, by way of optimizing the academic initiatives and creativity in the effective management of the QCPU;*

**NOW, THEREFORE,**

**BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN SESSION ASSEMBLED:**

**SECTION 1. DECLARATION OF POLICY** – *The Quezon City Polytechnic University (QCPU) as provided for in Ordinance No. SP-1030, S-2001, is an academic institution that shall optimize the use and advantages of the creativity and initiatives such as those normally experienced in a private business undertaking, complementary to higher level of responsibility and accountability expected from the management of the university.*

*SECTION 2. Section 3 of Ordinance No SP-1030, S-2001 is hereby amended to be read as follows:*

*"SECTION 3. PURPOSE – The purposes of the Quezon City Polytechnic University shall be:*

*a. In general*

*To support the goals and policies of the national government in providing its citizens the needed quality education*

*b. Specific*

*1) To provide the young,*

*(a) particularly those in Quezon City to enhance their knowledge, skills, and abilities to be able to gain employment.*

*(b) the knowledge, skills and abilities particularly in the areas of technology and/or in the engineering discipline to be able to contribute to national development and progress.*

*(c) To allow donor institutions or individuals to participate in the development of the facilities and operations of the university by authorizing it to solicit and accept their donations for its use in the pursuit of the objectives of the university".*

*SECTION 3. OWNERSHIP AND PROPRIETARY CONTROL OF RESOURCES, ASSETS AND FACILITIES.*

*a. The resources, assets, facilities, earlier contributed and/or invested by the Quezon City government in establishing the QCPU, remain fully owned and controlled by the Quezon City government.*

*b. The Quezon City government may, as necessary, assign, and/or entrust the said resources, assets and facilities to the management of QCPU in pursuing the objectives of the*

*[Handwritten signatures and marks]*

- c. To clearly define responsibility and accountability for these resources, assets and facilities which may be conveyed, an inventory shall be properly agreed upon, and accordingly documented.

SECTION 4. Section 5 of Ordinance No SP-1030, S-2001 is hereby amended to be read as follows:

"SECTION 5. THE BOARD OF REGENTS – Defining targets, providing inspirations, laying down policies, carrying out the operations of QCPU shall be the responsibility of the organizational structure herein provided, and within the power and authority accordingly vested in the Board of Regents.

The members of the Board of Regents shall be of known probity and integrity, and who possess great interest in pursuing academic excellence in support of the development agenda of the city, membership in the board shall be by appointment of the Mayor of the local government, and shall be composed of the following:

1. The Mayor of Quezon City - Chairman - Co-terminus with the term of Office as City Mayor
2. The University President - Vice Chairman - Co-terminus with the position as University President
3. A representative from the Commission on Higher Education - Director - To serve as Ex-officio member pursuant to CHED Memorandum Order No 4, Series of 2007
4. Two (2) prominent citizens recognized in the field of Science, Business & Industry - Members - To serve for a term of two (2) years, (and one (1) possible reappointment)

5. *The Chairperson of the Committee on Education, Sangguniang Panlungsod* - Member - *Co-terminus with the City Council's Committee on Education*
6. *Three (3) Representatives from the Sangguniang Panlungsod representing one per district, except the district of the Chairperson of the Committee on Education* - Member - *Co-terminus with the City Council's Committee on Education*
7. *President of the Faculty Association* - Member - *Co-terminus with the position as President*
8. *President of the Supreme Student Government/Council* - Member - *Co-terminus with the position as President*
9. *President of the Alumni Association* - Member - *Co-terminus with the position as President*

*SECTION 5. Section 8 of Ordinance No SP-1030, S-2001 is hereby amended to be read as follows:*

*"SECTION 8 COMPENSATION – The Board members shall serve without compensation other than a reasonable amount of per diem for attendance in Board meetings and reasonable allowances for official business authorized by the Board".*

*SECTION 6. POWERS AND DUTIES – In addition to the powers and duties of the Board of Regents as enumerated in Section 11 of Ordinance No. SP-1030, the following shall be added:*

1. *The Chairman of the Board of Regents shall function as the Chief Executive Officer (CEO), as understood in conventional corporate management. The Board, in proclaiming their actions, is to be represented by the Chief Executive Officer,*
2. *The Vice Chairman of the Board who shall also be the President, shall function as the Chief Operating Officer as understood in conventional corporate management.*

*SECTION 7. Section 14 of Ordinance No SP-1030, S-2001 is hereby amended to be read as follows:*

*"SECTION 14. MEETINGS AND SESSIONS – The Board shall hold regular meetings every quarter, the date and venue of the meetings to be determined by the Board itself. As may be deemed necessary by the Chairman and the University President, or upon the request of any two (2) of its members, special meetings/sessions may be held.*

*The Chairman of the Board presides in such meetings;*

*The President of the University shall be responsible for the administrative requirements and agenda for meetings of the Board.*

*A Secretary of the Board of Regents is to be appointed by the Chairman of the Board."*

*SECTION 8. THE PRESIDENT – The President shall have the over-all responsibility in carrying out the operations of the University, and accordingly represents the University.*

*The President shall be supported by, and have direct supervision over the working units organized to carry out the operations of the University.*

*The President shall be elected by the Board of Regents, approved by the Mayor, shall serve a term of six (6) years.*

*SECTION 9. VICE PRESIDENT – The Quezon City Polytechnic University shall have Two (2) Vice Presidents which shall serve as the Directors for Operations and Administration, respectively.*

*SECTION 10. ORGANIZATION – The President will be assisted by unit heads and shall discharge the functions of clearly defined areas of responsibility. They shall be:*

*a. The Directors for Academics ( directly supervised by the President)*

- 1. For BS Information Technology*
- 2. For BE Entrepreneurial Management*
- 3. For BS Industrial Engineering*
- 4. For General Education*
- 5. For Technical Vocational Education*

APPROVED: \_\_\_\_\_  
UNIVERSITY PRESIDENT

b. *The Directors for Operations (to be supervised by a Vice President No. 1)*

6. *For Student Services*
7. *For Records Management*
8. *For Scholarships*
9. *For Research and Extension*

c. *The Directors for Administration (to be supervised by Vice President No.2)*

10. *For Finance*
11. *For Human Resources*
12. *For Physical Facilities*

*To support these Unit Heads, the President may recommend additional positions and/or staff, subject to the approval by the Board of Regents.*

#### **SECTION 11. FISCAL MANAGEMENT AND CONTROL**

a. *Treasury Operations*

- 1) *The university shall optimize all fund resource generation potentials and activities, including but not limited to the charging of tuition fees, solicitation of grants, donations, scholarship provisions, and subsidies from the local and/or national government all of which shall form part of the university funds.*
- 2) *All expenditures are to be paid out of university funds consistent with government fund management rules, and in pursuance of the budget approved by the Board of Regents.*
- 3) *The Board of Regents shall maintain a university fund account with an elected bank and shall correspondingly designate the signatories to operate the same.*

b. *Budgeting*

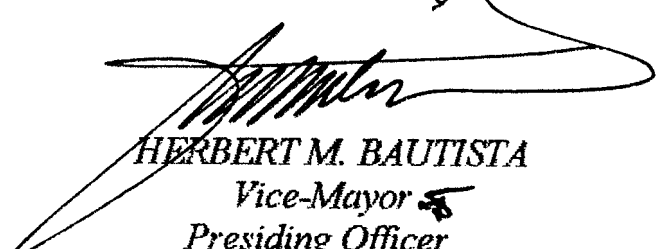
- 1) *The University shall be supported by subsidy and/or by other kinds of support by the city government, as a one line item budget or appropriation taken from and provided by the city government.*
- 2) *Along with the resources accruing and/or received by the university it shall in turn be appropriated in detail to the various functions, programs, projects and activities of the university, such appropriation to be approved by the Board of Regents.*

c. Reporting


- 1) The fiscal period of the operation of QCPU is the calendar year from April 1 to March 31 of the following year. Within sixty days of the end of such period, financial statements must be prepared by the President, presented to, and approved by the Board.
- 2) Said report in turn is to be submitted to the City Mayor, which shall become the basis of the city government's action on whether or not to grant further subsidy or any kind of support. Same shall also be the basis whether or not to require that excess funds be turned over to the city government.

SECTION 12. EFFECTIVITY – This Ordinance shall take effect immediately upon its approval.

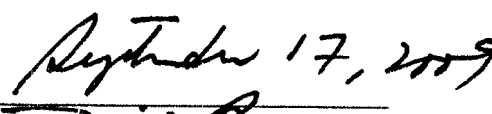
ENACTED: August 10, 2009

  
HERBERT M. BAUTISTA  
Vice-Mayor  
Presiding Officer

ATTESTED:


  
DOROTHY D. LAGRADA, DPA  
City Secretary

APPROVED:

  
FELICIANO R. BELMONTE, JR.  
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on August 10, 2009 and was finally PASSED on Third/Final Reading under Suspended Rules on the same date.

  
DOROTHY D. LAGRADA, DPA  
City Secretary