Republic of the Philippines
QUEZON CITY COUNCIL
Quezon City
21st City Council

PO21CC-393

54th Regular Session

ORDINANCE NO. SP-2998, S-2021

AN ORDINANCE AMENDING SP-2812, S-2019 ENTITLED THE QUEZON CITY UNIVERSITY CHARTER OF 2019.

Introduced by Councilors IRENE R. BELMONTE, LENA MARIE P. JUICO, RAMON P. MEDALLA, KATE GALANG-COSETENG, RAM V. MEDALLA and DIORELLA MARIA G. SOTTO-ANTONIO.

Co-Introduced by Councilors Bernard R. Herrera, Dorothy A. Delarmente, M.D., Nicole Ella V. Crisologo, Victor V. Ferrer, Jr., Winston "Winnie" T. Castelo, Atty. Bong Liban, Eden Delilah "Candy" A. Medina, Mikey F. Belmonte, Estrella C. Valmocina, Franz S. Pumaren, Wencerom Benedict C. Lagumbay, Jorge L. Banal, Sr., Peachy V. De Leon, Imee A. Rillo, Marra C. Suntay, Resty B. Malañgen, Ivy L. Lagman, Hero M. Bautista, Jose A. Visaya, Karl Castelo, Patrick Michael Vargas, Shaira L. Liban, Allan Butch T. Francisco, Marivic Co Pilar, Melencio "Bobby" T. Castelo, Jr., Rogelio "Roger" P. Juan, Donato "Donny" C. Matias, Eric Z. Medina, Freddy S. Roxas and Noe Dela Fuente.

WHEREAS, Sections 447, 458 and 468, Article III of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, states that local government units may establish and provide for the operation of a vocational and technical school and similar post-secondary institutions subject to availability of funds and existing laws, rules and regulations;

WHEREAS, in 1994, the Quezon City Government, by virtue of Ordinance No. SP-171, S-1994, established the Quezon City Polytechnic, an educational institution for the training and development of qualified technical and technician manpower skills;

WHEREAS, Ordinance No. SP-544 S-1997 elevated the Quezon City Polytechnic into a tertiary, higher education institution to be known as the Pamantasang Politekniko ng Lungsod Quezon or Quezon City Polytechnic University (QCPU);

WHEREAS, in 2001, the then Quezon City Council enacted City Ordinance No. SP-1030, S-2001, providing for the Charter of the Quezon City Polytechnic University which was subsequently amended by Ordinance No. SP-1945, S-2009, with the objective of strengthening the management of the University;

WHEREAS, in 2019, the Quezon City Council enacted City Ordinance No. SP-2812, S-2019 converting the Quezon City Polytechnic University to Quezon City University (QCU) and enhancing its charter thereby amending the Ordinances Nos. SP-1945, S-2009 and SP-1030, S-2001;

WHEREAS, in 2017, President Rodrigo Roa Duterte signed into law Republic Act 10931, entitled: "An Act Promoting Universal Access To Quality Tertiary Education By Providing For Free Tuition And Other School Fees In State Universities And Colleges, Local Universities And Colleges And State-Run Technical-Vocational Institutions, Establishing The Tertiary Education Subsidy And Student Loan Program, Strengthening The Unified Student Financial Assistance System For Tertiary Education, And Appropriating Fund Therefor";

WHEREAS, with the end in view of further strengthening and enhancing the programs of QCU, making it attuned and responsive to the challenges of the prevailing education and business climates, it has been determined to introduce institutional innovations in the existing Quezon City University with a charter that is subject to all legal and existing rules and regulations.

NOW, THEREFORE,

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

ARTICLE I. GENERAL PROVISIONS

SECTION 1. TITLE. - This Ordinance shall be known as the "Quezon City University Charter of 2021".

SECTION 2. QUEZON CITY UNIVERSITY. - The Pamantasan ng Lungsod Quezon or Quezon City University, herein referred to as "The University", in accordance with law and within the powers and limitations specified herein. The University shall be organized as a political body corporate, owned and operated by the Local Government of Quezon City.

The Quezon City University-Main Campus is located in a parcel of land, consisting of Forty Thousand (40,000) square meters, more or less, along Quirino Highway, Barangay San Bartolome, Quezon City, bounded on the North by RT Gonzales Village, Carreon Village and Aguirre Compound, in the South by Sinforosa Street and Urbano Street, in the East by Quirino Highway, and on the West by Holy Cross Memorial Park shall be the property and location of the Quezon City University.

SECTION 3. DEFINITION OF TERMS. -

a. *Board/BOR - refers to the highest policy-making body of Quezon City University. Referred hereto as the Board of Regents.*

b. *University - referred hereto as the Quezon City University.*

c. *ALCU - it refers to the Association of Local Universities and Colleges.*

d. *Per diem - the compensation granted to the members of the Board for actual attendance in a meeting.*

e. *Institutional Development Plan (IDP) - refers to a five-year development plan that contains the objectives, performance indicators, and strategies that have been identified as key aspects in which the University will focus.*

f. *Plantilla position - refers to a government approved listing of positions in any governmental institution, instrumentally, and entity; whether filled-up or vacant positions.*

g. *Non-plantilla position - an appointment issued only for essential and necessary services where there are not enough regular staff to meet the demands of the service needed by the University.*

h. *University Charter - is the source of authority for the governance of the University.*

SECTION 4. CORPORATE POWERS OF THE UNIVERSITY. - The University constitutes a political body corporate and as such is endowed with the attribute and perpetual succession and possessed of the powers which pertain to a University to be exercised in conformity with the provisions of this Charter. The University shall have the following corporate powers:

a. *To have a continuous succession in its corporate name;*

b. *To have and use a corporate seal;*

c. *To exercise such other powers as granted by the Quezon City Council, subject to the limitations provided in this Ordinance and other laws.*

ARTICLE II. PURPOSE OF THE UNIVERSITY AND ADMISSION POLICY

SECTION 1. PURPOSE. - The purpose of the Quezon City University shall be:

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

b. To promote advance studies and progressive leadership in tertiary education and their fields as may be relevant;

c. To provide professional training in public affairs, undertake research and contribute to the dissemination and application of knowledge;

d. To lead in setting academic standards and initiating innovations in teaching, research and faculty development in philosophy, the arts and humanities, the social sciences, the professions and engineering, natural sciences, mathematics, and technology, and maintain centers of excellence in such disciplines and professions;

e. To lead as a local University by providing various forms of community, public, and volunteer service, as well as scholarly and technical assistance to the government, the private sector, and civil society while maintaining its standards of excellence;

f. To provide opportunities for training and learning in leadership, responsible citizenship, and the development of democratic values, institutions and practice through academic and non-academic programs, including sports and the enhancement of nationalism and national identity;

g. To serve as an educational institution for continuing and higher learning;

h. To offer undergraduate and graduate courses and programs in both on-campus and "open curriculum" systems, known as Open Education;

i. To fully develop the Filipino intellect and promote Filipino moral and cultural values;

j. To generate a model for school-to-work opportunities in preparing its participants for both the domestic and global economy;

k. To serve as a market-based education institution for technological and professional training needs of industrial and business enterprise in Quezon City; to introduce in its curricula, technical/technological/technician courses that do not receive sufficient emphasis in existing institutions in the city and the country;

l. To offer quality education at a reasonable and affordable cost for the financially disadvantaged but talented, qualified, and deserving youths of Quezon City and of the country;

m. To encourage and undertake research and contribute in the dissemination and application of knowledge;

n. To protect and promote the professional and economic rights and welfare of its academic and non-academic personnel.

SECTION 2. ADMISSION. - The University shall have a system of admission as provided by pertinent laws, rules and regulations and shall not deny enrollment of students by reason of age, gender, religious beliefs, economic status, nationality or political affiliations, Provided, however, that priority enrollment shall be given to bona fide residents of Quezon City.

ARTICLE III. BOARD OF REGENTS

SECTION 1. BOARD OF REGENTS. - The Board of Regents is the highest policy-making body of the Quezon City University. The governing body and corporate powers of the University is vested in and exercised by the Board of Regents composed of the following:

• *The City Mayor*	*- Chairperson*
• *The University President*	*- Vice Chairperson*
• *The Chairperson of Committee on Education, Science and Technology of the City Council*	*- Member*
• *Five (5) representatives from the City Council representing One (1) per district, except the district of the Chairperson of the Committee on Education*	*- Members*
• *President of the Faculty Association*	*- Member*
• *President of the Supreme Student Government/ Council*	*- Member*
• *President of the Alumni Association*	*- Member*
• *Two (2) representatives from the NGOs preferably from Business or Industry Sector*	*- Members*

- *A Representative from ALCU - Member*
- *A Representative from the Department of Science and Technology (DOST) - Member*

The Board may appoint a representative from another sector in lieu of the representatives from DOST and the accredited business or industry sector as members of the BOR.

SECTION 2. APPOINTMENT. - The Board shall appoint the five (5) representatives from the City Council, and the two (2) representatives from the business or industry sector.

The Board Chairperson and members from government have the right to sit as Chairperson and as members thereof ipso facto upon assumption to office. The rights of the presidents of the Faculty Association, Supreme Student Government/Council, and Alumni Association to become members of the Board shall rise from their qualification and election to their respective offices.

SECTION 3. The Chairperson 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.

The Vice Chairperson of the Board who shall also be the University President, shall function as the Chief Operating Officer as understood in conventional corporate management.

SECTION 4. TERM OF OFFICE. - The members of the Board of Regents shall have the following term of office:

- *The Chairperson - coterminous with his/her term as City Mayor;*
- *Vice Chairperson - coterminous with his/her term as University President;*
- *The Chairperson of the Committee on Education of the City Council - coterminous with his/her term as member of the City Council of Quezon City, Chairperson of the Committee on Education;*
- *Five (5) representatives from the City Council representing one (1) per district - coterminous with his/her term as members of the City Council of Quezon City;*
- *President of the Faculty Association - coterminous with his/her term as President;*

- *President of the Supreme Student Government/Council - coterminous with his/her term as President;*
- *President of the Alumni Association - coterminous with his/her term as President;*
- *Two (2) representatives from the Business or Industry Sector - as per recommendation and approval of the Board;*
- *Representative from ALCU - as per recommendation and approval of the Board;*
- *Representative from the DOST - as per recommendation and approval of the Board.*

SECTION 5. QUALIFICATIONS. - All members of the Board shall be citizens of the Philippines with proven responsibility, integrity, and honesty.

SECTION 6. 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 7. VACANCY AND SUCCESSION IN THE BOARD. - Vacancy by reason of resignation, death, or incapacity of any member of the Board, shall be filled by appointment by the City Mayor: Provided, however, that the appointee shall only serve the unexpired portion of the term of the predecessor.

SECTION 8. PROHIBITION. - Members of the Board shall not have any business interest, directly or indirectly, in any aspect of the operations of the University.

ARTICLE IV. POWERS AND DUTIES OF THE BOARD OF REGENTS

SECTION 1. POWERS AND DUTIES. - The Board of Regents shall have the following powers and duties:

a. *To formulate policies in accordance with the declared state policies as well as the policies, standards and thrusts of the Commission on Higher Education (CHED) under Republic Act No. 7722 and other pertinent laws;*

b. *To promulgate the thrust of the University and its rules and regulations consistent with existing laws, rules, and regulations as may be necessary to carry out the purposes and functions of the University;*

c. *To establish policies, guidelines and procedures for participative decision-making and transparency within the University;*

d. *To receive and appropriate to the ends specified by Ordinance of Quezon City, such sums of money, properties, or materials for the support of the University;*

e. *To determine/approve curricular programs and course offerings in response to local and global needs and demands subject to pertinent rules and regulations of the CHED and other laws;*

f. *To promulgate policies on admission, retention, and graduation of students and to award degree(s), diploma(s) and certificate(s) in accordance with the rules and regulations established by CHED and with other pertinent laws;*

g. *To award title(s) and honorary degree(s) upon persons in recognition of their outstanding contributions in the fields of education, public services, arts, science and technology or in any field of specialization within the academic competence of the University, in accordance with the policies and guidelines set by CHED;*

h. *To develop an Institutional Development Plan (IDP) that shall provide, among others, Plantilla positions, Merit System for faculty and Non-teaching items in the Plantilla, procedure for Hiring Non-Plantilla items, procedure for hiring non-plantilla teaching and non-teaching items; Such IDP shall be endorsed by the BOR to the City Council for approval;*

i. *To ensure the efficient management of non-academic services such as medical and dental, guidance and counseling, canteen, buildings, grounds, property maintenance and similar services;*

j. *To institutionalize research and extension programs;*

k. *To appoint the President of the University upon recommendation of the duly constituted Search Committee for President (SCP) subject to the rules of the Civil Service Commission;*

l. To appoint, upon the recommendation of the University President, the officials of the University, the members of the faculty, the support personnel, consultants, and the other University personnel subject to the established rules of the Civil Service Commission;

m. To remove officials of the University for authorized/just cause after an investigation and hearing shall have been conducted;

n. To prescribe rules for its own governance, to establish the government structure of the University, and to enact for the governance of the University such general policies and regulations as are consistent with its purposes as defined in Article II, Section 1 of this Ordinance and subject to the approval of the City Council;

o. To provide a compensation scheme, including direct and indirect fringe benefits, for all University personnel, and to fix their hours of work, duties and such other conditions and processes as it may deem proper under existing laws and as approved by the City Council;

p. To prescribe the rules on the re-appointment of the Vice Presidents of the University;

q. To delegate any of its powers and duties, provided for herein to the President and/or other officials of the University as it may deem appropriate so as to expedite the administration of the affairs of the University;

r. To invite representatives from other government or private entities as resource person(s) of the Board;

s. To fix the fees and other necessary school charges, as the Board may deem proper to impose, after due and comprehensive consultation with the students concerned and subject to the approval of the City Council. Such fees and charges, including government support and other income generated by the University shall constitute special trust funds and shall be deposited in an authorized government depository bank. The purpose of the use of such funds shall be recommended by the Board and shall be endorsed for approval by the City Council;

t. To receive and appropriate all sums as may be provided by law and or city ordinances for the support of the University to the ends specified by law, and all other sums in the manner it may, in its discretion, to carry out the purposes and functions of the University;

u. To provide a system of scholarships and fellowships, and to award the same to students, faculty, and staff on the basis of merit and fitness subject to the rules and guidelines set by CHED and other pertinent laws;

v. To provide for the regular support for the development, operation, and maintenance of the University in coordination with the City Council;

w. To recommend to the City Council, policies on tertiary education and other related development legislation on effective governance and management;

x. To outsource, where most advantageous to the University, the management of non-academic services such as health, food, buildings and grounds or property maintenance, and such other similar activities provided that it is within the bounds of laws and ordinances;

y. To receive in trust, legacies, gifts and donations of real and personal properties of all kinds and to administer and dispose of the same when necessary for the benefit of the University, subject to limitations, directions and instructions of the donors, or in default thereof, in such a manner as it may determine;

z. To authorize the construction or repair of its buildings, machineries, equipment and other facilities and the purchase and acquisition of real and personal properties, including necessary supplies, materials and equipment subject to the provisions of Republic Act No. 9184 and subject to the approved budget by the City Council;

aa. To establish professional Chairs in the University and to provide fellowships for qualified faculty members and scholarships to deserving students;

bb. To enter into joint ventures with business and industry for the profitable development and management of the economic assets of the University, the proceeds from which are to be used for the development and strengthening of the University subject to the approval of the City Council;

cc. To seek national government annual appropriations to augment the Quezon City Government budget for the University for the purpose of institution building and development subject to the provisions of Republic Act No. 10931;

dd. To develop consortia, academic arrangements, and other forms of linkages for University capability building with appropriate institutions and agencies, public or private, local or foreign, and to appoint experts/specialists as consultants, or visiting/exchange professors, scholars, researchers, as the case may be;

ee. To set up the adaptation of modern and innovative modes of transmitting knowledge such as the use of information technology, the dual training system, open learning, life-long learning, community laboratory, etc., for the promotion of greater access to higher education and technical and vocational education;

ff. To serve as a court of last resort in any litigation involving students, faculty, staff, and employees of the University;

gg. To perform all other matters not inconsistent with law and as it may deem appropriate for the governance of the University and as may be allowed by laws.

ARTICLE V. TERM OF OFFICE, POWERS AND DUTIES OF THE PRESIDENT

SECTION 1. TERM OF OFFICE. - The University President shall be selected and appointed by the Board upon recommendation of the Search Committee for President (SCP) for a term of four (4) years and shall be eligible for reappointment for another term unless, sooner removed for causes, with compensation commensurate with his/her qualification, rank and status as provided by law or ordinance on salary standardization.

SECTION 2. POWERS AND DUTIES. - The President shall be responsible for the administration of the University and shall act in accordance with this Charter and policies/programs issued by the Board of Regents. He/she shall have the over-all responsibility in carrying out the day-to-day operations of the University and accordingly represent the University.

Specifically, the President of the University shall have the following powers and duties in addition to those normally appertaining to the Office of the President of the University:

a. He/She shall be the Chief Operating Officer of the University. As such, progressive and dynamic, ethical, and intellectual and administrative leadership in the University is expected of him/her and vested in him/her;

b. He/She shall be the Head of the University Faculties and of any branch thereof;

c. He/She shall have general supervision over all academic as well as business and financial operations of the University;

d. He/She shall promulgate and enforce general policies affecting any unit of the University and take such actions which in his judgment are necessary for the protection of property and general interest of the University, students and personnel and for the operation of the University as a whole and shall inform the Board on all matters relating to the operation and welfare of the University;

e. He/She shall recommend to the City Mayor appointment of qualified persons to fill up vacancies and new positions subject to the approval of the Board and make such other arrangements to meet emergencies occurring between meetings of the Board so that the work of the University shall not suffer;

f. He/She shall institute disciplinary' action against any member of the University personnel, faculty or non-faculty as well as any student of the University whose actions adversely affect the general interest of the University;

g. He/She shall decide controversies between ranking officials of the University and such decision shall be appealable to the BOR;

h. He/She shall grant or deny sabbatical leaves and leaves of absence without pay and/or extension of such leaves as well as extension of fellowships or any form of scholarship for a period not exceeding one academic year if the budget permits and for reasons he/she may deem satisfactory subject to the guidelines set by the Quezon Human Resource Management Department;

i. He/She shall recommend to the City Mayor ad-interim appointments;

j. He/She shall grant or withhold permission to reveal confidential matters affecting the University or any unit thereof, as well as any action taken by the BOR;

k. *He/She shall grant permission for the use of buildings and premises of the University for academic, professional and scientific conventions, for student and related activities and to fix the fee thereof;*

l. *He/She shall prepare an annual report on the work of the past year and needs of the current year including a budget with estimates of income and expenditures; and*

m. *He/She shall have such other powers as may be specifically authorized by the Board of Regents. He/She may delegate in writing any of his specific functions to any office. Provided, that any power the President may exercise shall be subject to civil service rules and any other applicable laws and regulations.*

ARTICLE VI. SEARCH COMMITTEE FOR THE PRESIDENT; MINIMUM QUALIFICATIONS AND VACANCY IN THE OFFICE OF THE PRESIDENT

SECTION 1. CONSTITUTION OF SEARCH COMMITTEES. - The Board shall create a Search Committee (SCP) for President at least six (6) months prior to the end of the term of the incumbent University President but in no case earlier than one (1) year before the end of the term of the said President.

The Search Committee shall have at least five (5) members and shall be composed of representatives from the Civil Service Commission (CSC), Academe, business or industry sector, Association of Local Colleges and Universities (ALCU), and the Commission on Higher Education (CHED). The SCP shall elect a Chairperson and a Vice-Chairperson from among themselves.

SECTION 2. FUNDS. - The Board shall appropriate adequate funds to finance the activities of the SCP.

SECTION 3. PROCEDURE OF THE SEARCH. - The Search Committee so constituted may devise its own rules and procedure for the search. Further, the Board may recommend additional rules and procedure for the search, which the committee shall adopt.

SECTION 4. NOTICE OF VACANCY. - Within ten (10) days upon its constitution, the SCP shall cause the publication of the notice of vacancy for President in a newspaper of local or general circulation and by posting in conspicuous places in Quezon city. The publication shall contain provisions for invitation of applicants and the deadline for submission of applications.

SECTION 5. QUALIFICATIONS FOR PRESIDENCY. - The following minimum qualifications shall be adopted. Other qualifications may be determined by the Board:

a. *A natural-born Filipino citizen;*

b. *Not less than thirty-five (35) years old and not more than sixty-one (61) years at the time of application;*

c. *Holder of an appropriate earned doctoral degree;*

d. *Proven track record as an administrator preferably in academe, whether in public or private for at least five (5) years.*

SECTION 6. SELECTION OF QUALIFIED CANDIDATES. - Within a period of thirty (30) days after the deadline for submission of applications, the Search Committee shall screen the applicants and select therefrom the three (3) most qualified candidates for the position of President.

SECTION 7. SUBMISSION OF NOMINEES. - The SCP shall submit to the Board the ranking of the selected most qualified candidates within 24 hours after the selection.

SECTION 8. APPOINTMENT OF THE PRESIDENT. - The Board shall appoint the President from the three (3) most qualified candidates submitted by the SCP.

ARTICLE VII. MEETINGS, ATTENDANCE, QUORUM

SECTION 1. BOARD REGULAR MEETINGS. - The regular meeting of the Board shall be held quarterly, the date and venue of the meetings shall be determined by the Board itself. The President of the University shall be responsible for the administrative requirements and agenda for meetings of the Board.

SECTION 2. BOARD SPECIAL MEETINGS. - As may be deemed necessary by the Chairperson or the University President, or upon the request of any two (2) of its members, special meetings/ sessions may be held.

SECTION 3. NOTICES. - Notices of the time and place of the meetings of the Board shall be given personally or by mail, at least (3) days before the date set for such meeting.

SECTION 4. QUORUM. - A quorum for any meeting of the Board shall consist of the majority of the members and a majority of such quorum may decide any question at the meeting.

SECTION 5. PRESIDING OFFICER. - The Chairperson of the Board or in his/her absence, the Vice Chairperson shall preside over its regular or special meetings.

SECTION 6. REPRESENTATIVE OF THE CITY MAYOR. - In case the City Mayor as Chairperson is unable to attend any regular meeting or special session, he/she may designate in writing a member of his/her staff to attend and observe for him/her in the said regular meeting or special session. The City Mayor's representative so designated shall not preside over the regular meeting or special session of the Board but shall have all rights and responsibilities of a member thereof.

SECTION 7. VOTING. - In case of different/conflicting positions of the members on matters to be decided by the Board, a voting shall be held by all of the members except the Chairperson, and the majority position shall be upheld. In case of a tie, the Chairperson will vote.

ARTICLE VIII. UNIVERSITY ORGANIZATION

SECTION 1. The following are the officers of the University:

a. *President - shall be responsible for the administration of the University. He/she shall have the over-all responsibility in carrying out the operations of the University and accordingly represent the University.*

b. *Vice-President for Academic Affairs - appointed by the Board upon recommendation of the President, shall serve for a term of four (4) years, unless sooner removed for cause. His/her powers and duties, as well as compensation shall be prescribed by the Board such as but not limited to directly supervise colleges and offices under his/her jurisdiction.*

c. *Vice-President for Administration and Finance - appointed by the Board upon recommendation of the President, shall serve for a term of four (4) years, unless sooner removed for cause. His/her powers and duties, shall be prescribed by the Board such as but not limited to supervising the administrative, fiscal management and control of the University.*

d. *Vice-President for Research, Extension, Planning and Linkages - appointed by the Board upon recommendation of the President, shall serve for a term of four (4) years, unless sooner removed for cause His/her powers and duties, as well as compensation shall be prescribed by the Board such as but not limited to the research, extension, planning and linkages of the University.*

Other vice-presidents in the University maybe designated as deemed warranted by the Board upon recommendation of the President of the University.

The Vice Presidents may be re-appointed subject to the rules prescribed by the Board.

Existing plantilla positions of the vice-presidents shall be deemed abolished once vacated by the incumbents.

e. *The University/Board Secretary - appointed by the Board upon recommendation of the University President, shall serve co-terminus with the Chairperson, unless sooner removed for cause. His/her powers and duties, as well as rate of compensation shall be prescribed by the Board. Specifically, he/she shall perform the following functions:*

- *prepare the minutes of the meetings of the Board;*
- *keep all the records of the college/university;*
- *provide administrative assistance to the Board;*
- *coordinate the schedules of the Board meetings and take charge of the release of notices of meetings and other undertakings of the Board upon approval of the Chairperson and/or the Vice Chairperson; and*
- *perform other duties and responsibilities as may be assigned by the Board and/or by the University President.*

SECTION 2. SUSPENSION AND REMOVAL OF UNIVERSITY OFFICIALS. - The aforementioned officers may be suspended or removed from the office by a majority vote of the members of the BOR except for the President, for incapacity, incompetence, dishonesty, conviction of a crime involving moral turpitude or any act detrimental to the University in accordance with applicable laws.

In the case of Suspension/Removal of the President for the same causes mentioned in the preceding provision, a two- thirds (2/3) vote of all the other members of the BOR is needed for said suspension/removal.

SECTION 3. ACADEMIC COUNCIL. - It is hereby created a body to be known as the Academic Council, consisting of the University President as Chairperson and all members of the faculty holding the ranks of professor, associate professor, and assistant professor. It shall have the following powers:

a. prescribe the programs and curricular offerings, subject to the approval of the Board;

b. set the rules of scholastic and academic disciplines, and to exercise powers over the students, through its appropriate committees, within the limits prescribed by the rules of discipline;

c. set the requirements for admission to the University as well as the requirements for graduation, subject to the review and approval of the Board;

d. recommend to the Board, students or others to be recipients of degrees, diplomas and certificates;

e. recommend to the Board, the conferment of honorary degrees;

f. set the standards for ethics and conduct for faculty; and

g. adopt internal rules of procedure consistent with the provisions of this charter.

SECTION 4. ADMINISTRATIVE COUNCIL. - It is hereby created a body to be known as the Administrative Council, consisting of the University President as Chairperson, the University Vice Presidents, deans, directors and officials or heads of administrative matters of equal rank. The Administrative Council shall support the instruction, research and extension services of the University and its colleges.

SECTION 5. FACULTY MEMBERS. - The Faculty of the University shall be composed of the Deans, Professors, Instructors, and the teaching personnel of the various colleges of the University.

The Deans shall be the heads of various colleges who shall be appointed by the BOR from among the nominees of the President. Qualified faculty members shall have a rank and sub-rank with corresponding salary grade as prescribed by existing laws, rules and regulations.

Officer and faculty positions under this Article VIII are hereby created as permanent plantilla positions, with qualifications and organizational chart in accordance with the attached Annex.

ARTICLE IX. OWNERSHIP AND PROPRIETARY CONTROL OF RESOURCES, ASSETS AND FACILITIES

SECTION 1. The resource, assets, facilities, earlier contributed and/or invested by the Quezon City Government in establishing Quezon City University, remain fully owned and controlled by the Quezon City Government.

SECTION 2. Resources, assets and facilities shall under the management of the Quezon City University in pursuing the objectives of the University.

SECTION 3. To clearly define responsibility and accountability for these resources, assets and facilities which may be conveyed, and inventory shall be properly agreed upon, and accordingly documented.

SECTION 4. CONTINUING APPROPRIATION AND FINANCIAL SUPPORT FROM THE LOCAL GOVERNMENT. - In addition to the funds from the National Government, the City Council shall appropriate funds for the support of the operations of the University, the annual budget shall be included in the Annual Appropriations Ordinance of the Quezon City Government and shall be in accordance with the provisions of Republic Act No. 10931 and the Local Government Code.

ARTICLE X. MISCELLANEOUS PROVISIONS

SECTION 1. SUBMISSION OF ANNUAL REPORT. - On or before the fifteenth (15th) day of the second month after the opening of regular classes each year, the President through the Board shall file with the Office of the City Mayor and City Council a detailed report on the progress, conditions and needs of the University.

SECTION 2. NAME AND EMBLEM. - The University shall adopt the existing Quezon City Polytechnic emblem as its own emblem, color, seal and other appurtenances that enhances its uniqueness, identity, dignity and values by changing the name to the Quezon City University, maintaining the original round design with the "three" columns of the Quezon City Memorial Circle, symbolic circling atoms, five rising and curving yellow bands with arrowheads designating the first five technician/technology courses, red and blue background and white circumferential band with the golden name, "Quezon City University 1994" inscribed.

SECTION 3. ACADEMIC FREEDOM. - The Quezon City University has the right and responsibility to exercise academic freedom.

SECTION 4. SEPARABILITY CLAUSE. - If, for justifiable reasons, any part or provision of this ordinance is declared invalid or unconstitutional, the remaining parts or provisions not affected thereby shall remain in full force and effect.

SECTION 5. REPEALING CLAUSE. - All administrative issuances contrary to or inconsistent herewith are hereby deemed repealed or amended accordingly. Any resolution, ordinance or any part thereof found inconsistent with the provision of this Ordinance are hereby repealed and/or modified accordingly.

SECTION 6. EFFECTIVITY CLAUSE. - This Ordinance shall take effect upon its approval.

ENACTED: February 8, 2021.

GIAN G. SOTTO
City Vice Mayor
Presiding Officer

ATTESTED:

Atty. JOHN THOMAS S. ALFEROS III
City Government Dept. Head III

APPROVED: FEB 23 2021

MA. JOSEFINA G. BELMONTE
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on February 8, 2021 and was PASSED on Third/Final Reading on February 15, 2021.

Atty. JOHN THOMAS S. ALFEROS III
City Government Dept. Head III