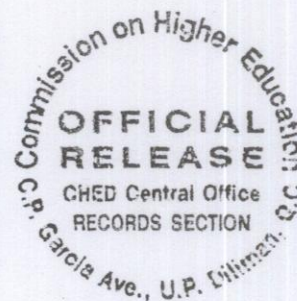




Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION



CMO No. 50
Series of 2016

SUBJECT: IMPLEMENTING GUIDELINES FOR THE FACULTY TRAINING FOR THE NEW GENERAL EDUCATION CORE COURSES: TRAINING OF GE TRAINORS

In accordance with the pertinent provisions of Republic Act (RA) No. 7722, otherwise known as "Higher Education Act of 1994", and R.A. 10533, "*An Act Enhancing the Philippine Basic Education System by Strengthening Its Curriculum and Increasing the Number of Years For Basic Education*", in view of CHED Memorandum Order (CMO) No. 20, series of 2013, "*General Education Curriculum: Holistic Understandings, Intellectual and Civic Competencies*," and by virtue of CEB Resolution Nos. 689-2016 dated August 15, 2016 and 710-2016 dated August 30, 2016, the Commission hereby issues the Implementing Guidelines for the Faculty Training for the New General Education Core Courses: Training of GE Trainors.

I. BACKGROUND AND RATIONALE

The new general education curriculum (GEC) which will be implemented by Academic Year 2018–2019, aims to expose undergraduate students to various domains of knowledge and ways of comprehending social and natural realities, in the process developing intellectual competencies and civic capacities. The GEC sets the goals, outcomes, and competencies as well as the revised core courses and electives. It sets minimum standards for the general education component of all undergraduate degree programs and is applicable to private and public higher education institutions (HEIs) in the country.

CMO No. 20, series of 2013, provides for eight (8) GE core courses and one (1) mandated course. For simplicity, these courses are referred to collectively as the nine (9) GE core courses.

As per CMO No. 20, s. 2013, these GEC core courses are interdisciplinary and stated broadly to accommodate a range of disciplinal perspectives and approaches. The goal is the holistic development of the person, which targets the following competency-based outcomes categorized into: (1) Intellectual Competencies; (2) Personal and Civic Competencies; and (3) Practical Responsibilities.

To assist higher education institutions (HEIs) transition to the new GEC, CHED commissioned experts to develop a sample syllabus with up-to-date and appropriate readings, materials, and resources for each of the nine (9) GE core courses. These

readings, materials, and resources for each of the nine (9) GE core courses. These syllabi are in English and Filipino, the latter developed with the assistance of the Komisyon sa Wikang Filipino (KWF), in order to comply with the provisions of CMO No. 20 that the new GEC can be taught in either English or Filipino.

To further support HEIs, CHED shall implement the Faculty Training for the New General Education Core Courses.

II. OBJECTIVES OF THE FACULTY TRAINING FOR THE NEW GENERAL EDUCATION CORE COURSES

General Objectives:

The Faculty Training for the New General Education Core Courses of the Commission of Higher Education through the Technical Panel for General Education (TPGE) aims to:

1. Orient faculty participants about the philosophy of liberal education, away from the strictly disciplinal and remedial thrust of current GE courses;
2. Enable the said faculty participants to teach the interdisciplinary GE core courses using the new materials;
3. Enable qualified faculty members to serve as Trainors of other GE faculty; and
4. Recognize, share, and disseminate best practices in general education.

Specific Objectives

Specifically, the training program shall:

- a. Train an initial group of GE faculty to teach the GE core courses;
- b. Produce GE faculty who can serve as trainors of other GE faculty; and
- c. Train GE faculty from HEIs nationwide to teach the new GE core courses

III. COVERAGE

The Faculty Training for the New General Education Core Courses shall cover the following core courses in both Filipino and English versions:

1. Art Appreciation/Pagpapahalaga sa Sining
2. Ethics/Etika
3. The Contemporary World/Ang Kasalukuyang Daigdig
4. The Life and Works of Rizal/Ang Buhay at mga Akda ni Rizal
5. Mathematics in the Modern World/Matematika sa Makabagong Daigdig
6. Purposive Communication/Malayuning Komunikasyon

7. Readings in Philippine History/Mga Babasahin hinggil sa Kasaysayan ng Pilipinas
8. Science, Technology, and Society/Agham, Teknolohiya, at Lipunan
9. Understanding the Self/Pag-unawa sa Sarili

IV. COMPONENTS

The Faculty Training for the New General Education Core Courses shall be at two (2) levels:

A. Training of GE Trainors

The Training of GE Trainors will be conducted by qualified resource persons through CHED-approved delivering higher education institutions (DHEIs). The choice of resource persons will prioritize the writers/cowriters commissioned by CHED to develop the GE course syllabi. Other resource persons may include experts recommended by the TPGE. Delivering higher education institutions (DHEIs) may likewise choose resource persons, subject to CHED's approval. There will be two (2) trainings for each of the nine (9) GE core courses, one in Filipino and another in English.

B. Second-Generation GE Faculty Training

The Second-Generation GE Faculty Training shall train a larger number of GE faculty from HEIs nationwide in the teaching and delivery of the new GE core courses in both Filipino and English. It shall be conducted by qualified Trainors who are products of the Training of GE Trainors discussed above. Qualified delivering higher education institutions (DHEIs) shall facilitate the Second-Generation GE Faculty Training.

Separate training sessions will be conducted for the English and Filipino versions of these GE courses. Training sessions will be scheduled during the semestral/term break of HEIs implementing the regular academic calendar (June to March) and the new academic calendar (August to May).

V. DELIVERY

Faculty to be trained will undergo the GE courses as students. The Training of GE Trainors and the Second-Generation GE Faculty Training shall focus on the delivery of content using the CHED-developed syllabi in English and Filipino for the GE core courses via face-to-face mode. Resource persons shall include and/or develop other training materials, including the pedagogy of interdisciplinary courses. The courses for the training include the nine (9) GE Core courses, each of which shall have a three-unit (3-unit) credit.



The training duration for each GE course will be seventeen (17) days, consisting of fifty-four (54) hours of classroom time as well as time spent in fulfilling other requirements of the course such as library work, research, assignments, presentations, papers, assessments, and other relevant activities.

VI. FINANCIAL PRIVILEGES

A. Training of GE Trainers

CHED shall allocate an estimated amount of about Php57,000.00 for each faculty participant for the entire duration of the training per GE course. This amount will be transferred to the DHEIs. The total training grant that a DHEI will receive shall cover the expenses for the resource persons (honoraria, food, travel, and accommodation) and all of the faculty participants (tuition fee, course materials, travel, accommodation, and food during the training period). An additional ten percent (10%) administrative cost shall be provided to support the operation of the identified DHEIs in implementing the training.

B. Second-Generation GE Faculty Training

An estimated amount of about Php21,000.00 will be allocated for each faculty participant for the entire duration of the training per GE course. This amount will be transferred to the DHEIs. The total training grant that a DHEI will receive shall cover the expenses for the resource persons (honoraria, food, travel, and accommodation) and all of the faculty participants (tuition fee, course materials, and food during the training). An additional ten percent (10%) administrative cost shall be provided to support the operation of the identified DHEIs in implementing the training course.

VII. ELIGIBILITY REQUIREMENTS FOR FACULTY PARTICIPANTS

A. Training of GE Trainers

The faculty participants in the Training of GE Trainers must come from private HEIs granted Autonomous or Deregulated Status by CHED, State Universities and Colleges (SUCs) with Level IV Classification, the University of the Philippines (different campuses), the Mindanao State University (different campuses), or HEIs with CHED-designated Centers of Excellence (COEs) or Centers of Development (CODs) in various disciplines. The faculty participants must be recommended by the head or duly authorized official of the concerned HEI, to be known as Sending Higher Education Institution (SHEI). Qualified participants should be full-time, permanent faculty members of the SHEI and must have at least five (5) years of teaching experience, preferably in the General Education courses. In addition, faculty participants should be academically and physically fit to undergo the training and must be competent to conduct a similar training and train other GE faculty members.



B. Second-Generation GE Faculty Training

Any tertiary full-time permanent faculty member who shall be teaching the appropriate GE courses and duly endorsed by their Sending Higher Education Institution (SHEI) is qualified to participate in the Second-Generation GE Faculty Training. A SHEI shall nominate faculty members to undergo this training for each of the nine (9) GE core courses.

VIII. DELIVERING HIGHER EDUCATION INSTITUTIONS FOR THE TRAINING OF GE TRAINORS

The Training of GE Trainors, shall be conducted by the CHED-approved delivering higher education institutions (DHEIs), which will initially come from the existing private HEIs granted autonomous status by CHED, state universities and colleges (SUCs) with Level IV classification, the University of the Philippines, and Mindanao State University.

The major considerations to become a DHEI will be the capability of the institution and willingness to manage the training program (e.g., availability of adequate and suitable facilities, preferably air-conditioned classroom; dormitory to accommodate the desired number of participants, whenever applicable). A DHEI does not have to conduct training for all the GE core courses. However, the chosen courses to be offered for the training shall be conducted in both Filipino and English.

IX. PROCEDURE: TRAINING OF GE TRAINORS

A Memorandum from the CHED Chairperson shall be issued to announce the call for the submission of application to become a delivering higher education institution (DHEI) for the Faculty Training for the New General Education Core Courses. The Office of Programs and Standards Development (OPSD) through the Technical Panel for General Education (TPGE) shall screen and evaluate applications to become DHEIs and, based on the set qualifications for DHEIs, recommend to the Commission en banc the list of qualified DHEIs for the Faculty Training for the New General Education Core Courses. The CHED shall issue a CHED Memorandum on the list of identified DHEIs for this Training of GE Trainors.

Thereafter, a Memorandum of Agreement shall be executed between CHED and the identified DHEI and an orientation of DHEIs shall be conducted by the OPSD in coordination with the Technical Panel for General Education (TPGE) regarding the implementation of the Training of GE Trainors. The implementing unit for this Training for the New General Education Core Courses under the OPSD shall work closely with the identified coordinators of the DHEIs in the implementation and monitoring of the conduct of the Training of GE Trainors.



A. General Procedures

1. CHED shall issue a Memorandum to announce the conduct of the Faculty Training for the New General Education Core Courses: Training of GE Trainors and the list of identified DHEIs.
2. The DHEIs, in coordination with the CHED's Office of Programs and Standards Development (OPSD), shall recruit faculty participants from prospective Sending Higher Education Institutions (SHEIs)/future DHEIs for the Second Generation GE Faculty Training.
3. The SHEIs and DHEIs must ensure that only qualified faculty members are recommended to attend the training courses.
4. Faculty trainees must apply to any of the identified DHEI and submit the following documents directly to the contact person/coordinator in the DHEI:
 - 4.1.1 Accomplished Application Forms for the Faculty Training for the New General Education Core Courses: Training of GE Trainors (forms shall be available at the office of the DHEI coordinator or these may be downloaded from the CHED website);
 - 4.1.2 Recommendation of the head or duly authorized representative of the SHEI;
 - 4.1.3 Accomplished Training Contracts (to be executed by the faculty trainee and the head of the SHEI upon CHED's approval of the concerned faculty as a participant in the training program).
5. The DHEI submits to CHED through the OPSD the list of faculty participants in the Training of GE Trainors together with the required supporting documents mentioned above and the work and financial plan for the training. This shall be the basis of the funds to be transferred by CHED to the DHEI.
6. CHED shall review and approve the final list of participants in the Training of GE Trainors.
7. Funds will be released by CHED to the host DHEI based on the number of faculty to be trained as indicated in the Work and Financial Plan (WFP). Other modes of releasing funds to grantees shall be subject to the approval by the Commission.



B. Mechanics of Issuing Certificates for Training of GE Trainors

A faculty participant shall be assessed by the Resource Persons/Trainors to merit the issuance of a certificate of completion or certificate of participation. The former requires passing the course in consideration of the requirements cited in items 1–4 below, while the latter requires completion of attendance only. The assessment shall be in the form of a grade derived from classroom activities that include:

1. Fulfillment of the required readings and other requirements of the GE course taken
2. Passing of assessment tools and examination
3. Completion of the seventeen (17) days training
4. Other requirements as required by the Resource Persons/Trainors

A grade of 80% and above merits the issuance of a certificate of completion. Below this grade level a certificate of participation will be issued, provided that a faculty participant must not have incurred more than three (3) days of absences for any reason.

IX. RESPONSIBILITIES OF IMPLEMENTORS: TRAINING OF GE TRAINORS

A. Responsibilities of CHED

The CHED shall:

1. Identify the Delivering Higher Education Institutions (DHEIs)
2. Allocate training slots to DHEIs
3. Approve the final list of resource persons for the GE Faculty Training
4. Review the GE course syllabi and other materials prepared by the DHEI for the training of GE faculty
5. Review and approve the final list of GE faculty participants based on documents submitted by the DHEI and other materials at CHED's disposal
6. Provide/release the financial requirements of the DHEI based on the number of approved faculty trainees in all GE training sessions
7. Monitor and evaluate the progress of the implementation of the training through submission of reports by the DHEIs every end of a training course/session and/or through conduct of ocular inspection when necessary
8. Verify the correctness of the liquidation reports submitted by the DHEI

B. Responsibilities of Delivering Higher Education Institutions (DHEIs)

The DHEI shall:

1. Assign a program coordinator who will act as liaison officer between the SHEI, the DHEI, and CHED regarding the conduct of the Faculty Training for the Teaching of the New GE Core Courses: Training of GE Trainors
2. Prepare the GE course syllabi, materials, and other requirements, including assessment tools, for the training based on the sample syllabi approved by CHED, for both Filipino and English
3. Ensure that the quality of content, training materials, exercises, and assessment tools meet the CHED-accepted learning plans for the new GE core courses
4. Ensure the availability of qualified and CHED-certified resource persons who will conduct the training sessions in both Filipino and English
5. Screen faculty trainees and prepare necessary documents for submission to CHED
6. Provide air-conditioned classroom/laboratory facilities equipped with at least:
 - DLP/LCD projector
 - Screen/White Board
 - Internet connection
7. Pay the expenses (food, accommodation, travel, and honoraria) to be incurred by the faculty trainees and resource persons/trainors relative to the conduct of the Training of GE Trainors
8. Conduct post-training evaluation of the participants
9. Submit to CHED a record of the GE faculty participants' performance in each of the GE courses. For this Training of GE Trainors, the DHEI shall rank the GE participants in each course based on performance and identify who among the participants are most competent to become Trainors in the Second Generation GE Faculty Training
10. Issue certificates to the successful GE faculty participants in coordination with CHED
11. Submit to CHED a complete report and proper accounting of all expenses incurred based on the released grant
12. Return to CHED all unexpended balance of the training fund and interest thereon together with a complete and proper accounting of expenses incurred as per the project budget
13. Perform other functions as may be requested by CHED under the project.



C. Responsibilities of Sending Higher Education Institution (SHEI)

Sending higher education institutions (SHEIs) with authority to operate higher education programs offering the GE curriculum are encouraged to recommend and send their best faculty members who will undergo the Training of GE Trainors.

The **SHEI** shall:

1. Recommend qualified faculty participants to undergo training in the new GE core courses
2. Ensure that the GE faculty sent for training shall successfully complete the training of the GE core course/s
3. Ensure that the trained GE faculty will render to the SHEI at least one term of return service for every 3-unit course completed by teaching the GE course in which the faculty was trained

D. Responsibilities of the Grantee

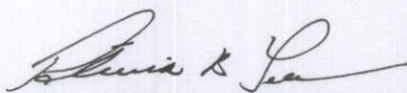
The **Grantee** shall:

1. Enter into a Training Contract with his/her SHEI
2. Participate in the Faculty Training for the New General Education Core Courses: Training of GE Trainors
3. Render the required return service of at least one (1) term for every completion of training for each of the core courses.

X. EFFECTIVITY

This CMO shall take effect immediately and remain in force until otherwise revoked.

Issued this 02 of September 2016 in Quezon City, Philippines


Patricia B. Licuanan, Ph.D.
Chairperson

