



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



CHED MEMORANDUM ORDER (CMO)
No. 08
Series of 2017

**SUBJECT: IMPLEMENTING GUIDELINES FOR THE FACULTY TRAINING FOR THE
NEW GENERAL EDUCATION CORE COURSES: SECOND-
GENERATION TRAINING**

In accordance with the ongoing educational reforms which include the implementation of R.A. 10533, "*An Act Enhancing the Philippine Basic Education System by Strengthening Its Curriculum and Increasing the Number of Years For Basic Education*" and in consideration of the CHED Memorandum Order (CMO) No. 20, series of 2013, "*General Education Curriculum: Holistic Understandings, Intellectual and Civic Competencies*," and by virtue of CEB Resolution No. 147-2017 dated February 21, 2017, the Commission hereby issues the Implementing Guidelines for the Faculty Training for the New General Education Core Courses: Second-Generation Training.

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 twelve (12) courses, of which eight (8) are core courses and one (1) is a mandated course. For simplicity, these GE courses are collectively referred to as the nine (9) GE core courses. These GEC core courses are interdisciplinary and stated broadly to accommodate a range of disciplinary 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 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 may be taught in either English or Filipino.

Initially, and to further support the HEIs, CHED conducted the Training of GE Trainors for the nine GE core courses in English and Filipino versions. The training focused on teaching the pedagogy and interdisciplinarity of the new GE courses in order to produce the best GE faculty who can be tapped by CHED as trainors to teach these courses to as many GE faculty nationwide as possible.

The Training of GE Trainors took place in two (2) batches – on October 10–28, 2016 and on January 4–20, 2017 and was facilitated and conducted by the CHED resource persons through CHED-approved delivering higher education institutions (DHEIs). After 17 days of training or a 3-week period that consisted of fifty-four (54) hours of classroom time and time spent in fulfilling other course requirements (e.g., library work, research, assignments, presentations, papers, etc.), faculty participants were assessed and were issued either a certificate of participation or a certificate of completion. There were a total of 638 faculty participants trained in the October 2016 round, while a total of 262 faculty participants were trained in the January 2017 round.

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. THE SECOND-GENERATION GE FACULTY TRAINING

Having conducted the first level of GE Faculty Training, CHED is now ready to embark on the Second-Generation GE Faculty Training. The Second-Generation GE Faculty Training aims to train a large number of GE faculty from HEIs nationwide in the teaching and delivery of the new GE core courses in both Filipino and English in their own respective institutions and/or regions. It shall be conducted by CHED-designated qualified trainers, who are products of the Training of GE Trainers 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 in the following dates: (a) April/May 2017 or during the semestral/term break of HEIs implementing the regular academic calendar (June to March); and (b) June/July 2017 for those implementing the new academic calendar (August to May).

V. DELIVERY

Faculty to be trained will undergo the GE courses as students. 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.* The CHED-designated trainers 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 and 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

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 is inclusive of expenses for the faculty participants (food and kit/materials) and for the resource persons (honoraria, food, travel, and accommodation) and ten percent (10%) administrative cost to support the operation of the identified DHEIs in implementing the training course. This amount will be transferred to the DHEIs.

VII. ELIGIBILITY REQUIREMENTS FOR CHED-DESIGNATED TRAINORS

The CHED-designated trainor is selected on the basis of participation in the Training of GE Trainors on October 10–28, 2016 or on January 4–20, 2017. He/she has been ranked and graded based on his/her performance during the training and issued a certificate of completion. Based on the recommendation of the TPGE and final approval by the CHED en banc, he/she is chosen and identified as CHED-designated trainor qualified to facilitate and conduct the Second-Generation GE Faculty Training in the most accessible DHEI possible where he/she is based. The CHED may also tap qualified resource persons to serve as trainors such as the writers/cowriters commissioned by CHED to develop the GE course syllabi or experts recommended by the TPGE. The trainor must be physically fit to facilitate the training and is permitted by the head/president of his/her institution to conduct the second-generation training based on the terms and conditions stipulated in the training contract under the GE Trainors Training.

VIII. ELIGIBILITY REQUIREMENTS FOR FACULTY PARTICIPANTS

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. In addition, faculty participants should be academically and physically fit to undergo the training. A SHEI shall nominate faculty members to undergo this training for each of the nine (9) GE core courses, in either English or Filipino.

IX. TARGET PARTICIPANTS

For the second-generation training, the CHED aims to support the training of approximately seventeen thousand one hundred (17,100) GE faculty. The faculty will come from HEIs implementing the regular academic calendar grouped in twenty (20) classes for the English version with 40 faculty-participants per class for each of the nine (9) GE courses or a total of 7,200 faculty trainees. Another 7,200 GE faculty is targeted for training in the Filipino version of the GE courses. Thus, a total estimate of 14,400 GE faculty-participants will be trained coming from HEIs that follow the regular academic calendar. This training will take place beginning April/May 2017.



The system described in the previous paragraph will be replicated for GE faculty from HEIs that follow the new academic calendar. However, the number of GE faculty to be trained from these HEIs is lower than the number of GE faculty from HEIs that follow the regular calendar since fewer HEIs have implemented the new academic calendar compared with those that continue to implement the regular academic calendar. There will be five (5) classes with thirty (30) faculty-participants per class for each of the nine (9) GE courses in both English and Filipino versions. Thus, a total of 2,700 GE faculty-participants from HEIs with the new calendar are targeted to be trained. Their training will take place in June/July 2017.

X. SELECTION OF SENDING HIGHER EDUCATION INSTITUTIONS

In view of limited slots for the GE faculty training, participating sending higher education institutions (SHEIs) shall be selected on the following grounds:

1. SHEIs shall be duly recognized higher education institutions by CHED;
2. Every effort shall be made to ensure a geographic representation of SHEIs so as to make training accessible to all regions; and
3. HEIs with a greater need for training shall be given priority, based on the number of programs they offer, the size of their student population, and whether or not they have the capacity to train their own faculty members.

XI. DELIVERING HIGHER EDUCATION INSTITUTIONS FOR THE SECOND-GENERATION FACULTY TRAINING

The Second-Generation GE Faculty Training 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, Mindanao State University, and the HEIs with designated Centers of Excellence (COEs) and Centers of Development (CODs).

The major considerations to become a DHEI will be the capability of the institution and its 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: SECOND-GENERATION FACULTY TRAINING

The CHED Chairperson shall issue a Memorandum announcing the call for the submission of applications 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: Second-Generation GE Faculty Training. The CHED shall issue a CHED Memorandum on the list of identified DHEIs for this Training.

Thereafter, a Memorandum of Agreement shall be executed between the 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 Second-Generation GE Faculty Training. 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 Second-Generation GE Faculty Training.

A. General Procedures

1. The CHED shall issue a Memorandum to announce the Faculty Training for the New General Education Core Courses: Second-Generation Faculty Training, 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) for the Second-Generation GE Faculty Training.
3. The SHEIs and DHEIs shall ensure that only qualified GE faculty members are recommended to attend the training courses.
4. Faculty trainees shall apply to any of the identified DHEIs 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: Second-Generation Training (forms shall be available at the office of the DHEI coordinator or these may be requested from the TPGE Secretariat at ched.tpge@gmail.com);
 - 4.1.2 Recommendation of the head or duly authorized representative of the SHEI; and
 - 4.1.3 Accomplished Training Contract (to be executed by the faculty trainee and the head of the SHEI upon the CHED's approval of the concerned faculty as a participant in the training program).
5. The DHEI shall submit to CHED through the OPSD the list of faculty participants for the Second-Generation GE Faculty Training along with the required supporting documents mentioned above and the work and financial plan (WFP)



for the training. This shall be the basis of the funds to be transferred by CHED to the DHEI.

6. The CHED shall review and approve the final list of participants and the WFP for the Second-Generation GE Faculty Training.
7. The CHED shall release the funds to the DHEI based on the number of faculty to be trained as indicated in the approved WFP. Other modes of releasing funds to grantees shall be subject to CHED approval.

B. Mechanics of Issuing Certificates for the Second-Generation GE Faculty Training

The CHED-designated trainers shall assess a faculty participant 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 the following:

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 CHED-designated Trainers

A grade of 80% and above shall merit 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.

XII. RESPONSIBILITIES OF IMPLEMENTORS: SECOND-GENERATION FACULTY TRAINING

A. Responsibilities of the CHED

The CHED shall:

1. Identify the Delivering Higher Education Institutions (DHEIs)
2. Allocate training slots to DHEIs
3. Approve the final list of CHED-designated Trainers for the Second-Generation 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 and work and financial plan 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. Submit the list of faculty participants for each GE course and the work and financial plan for CHED approval
2. Assign a program coordinator who will act as liaison officer between the SHEI, the DHEI, and the CHED regarding the conduct of the Second-Generation GE Faculty Training
3. 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
4. Ensure that the quality of content, training materials, exercises, and assessment tools meet the CHED-accepted learning plans for the new GE core courses
5. Ensure the availability of qualified and CHED-designated trainers who will conduct the training sessions in both Filipino and English
6. Screen faculty trainees and prepare necessary documents for submission to CHED
7. Provide air-conditioned classroom/laboratory facilities equipped with at least:
 - DLP/LCD projector
 - Screen/White Board
 - Internet connection
8. Pay the expenses to be incurred by the faculty trainees (food and training materials) and CHED-designated trainers (honoraria, food, travel, and accommodation) relative to the conduct of the Second-Generation GE Faculty Training
9. Conduct post-training evaluation of the participants
10. Submit to CHED a record of the GE faculty participants' performance in each of the GE courses. The DHEI shall rank the GE participants in each course based on performance and identify who among the participants are most competent to receive either the certificate of completion or certificate of participation



12. Submit to CHED a complete report and proper accounting of all expenses incurred based on the released grant
13. 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
14. 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 GE faculty members who will undergo the Second-Generation GE Faculty Training.

The **SHEI** shall:

1. Recommend qualified GE faculty participants to undergo training in the new GE core courses, in both Filipino and in English versions
2. Provide travel allowance and accommodation of faculty participants during the course of the training
3. Submit the list of GE faculty participants together with the duly accomplished individual training application form of participants, certification of employment, and the notarized training contract between the SHEI and the faculty participant, to the DHEI for initial screening and acceptance
4. Ensure that the GE faculty sent for training shall successfully complete the training of the GE core course/s and to demonstrate good ethical behavior and moral standards during the training
5. 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:

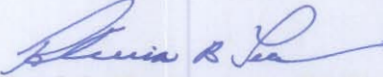
1. Enter into a Training Contract with his/her SHEI
2. Participate in the Faculty Training for the New General Education Core Courses: Second-Generation GE Faculty Training
3. Render the required return service of at least one (1) term for every completion of training for each of the core courses
4. Demonstrate good ethical behavior and moral standards during the training



X. EFFECTIVITY

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

Issued this ____ of February 28, 2017 in Quezon City, Philippines


Patricia B. Licuanan, Ph.D.
Chairperson

