



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



ORDINANCE NO. 18-148

AN ORDINANCE AMENDING ORDINANCE NO. 17-076 "ESTABLISHING THE COLEGIO DE MUNTINLUPA", DEFINING FOR THE PURPOSE THE CURRICULAR PROGRAMS IN ENGINEERING, SCIENCE AND TECHNOLOGY AND APPROPRIATING FUNDS THEREFOR.

Sponsored by:

Hon. Coun. Stephanie G. Teves
Hon. Coun. Atty. Patricio L. Boncayao, Jr.
Hon. Coun. Bal Niefes
Hon. Coun. Allan Rey A. Camilon
Hon. Coun. Ringo A. Teves
Hon. Coun. Luisito A. Arciaga
Hon. Coun. Alexander Diaz
Hon. Coun. Ivey Rhia Arciaga-Tadefa
Hon. Coun. Ma. Dhesiree G. Arevalo
Hon. Coun. Christine May A. Abas
Hon. Coun. Marissa Cole-Rongavilla
Hon. Coun. Mark Lester M. Baes
Hon. Coun. Lucio B. Constantino
Hon. Coun. Rafael T. Sevilla
Hon. Coun. Victor L. Ulanday
Hon. Coun. Grace B. Gonzaga
Hon. Coun. Walter A. Arcilla - ABC

WHEREAS, the fundamental law of the land mandates that the State shall protect and promote the right of all citizens to quality education at all levels and shall take appropriate steps to maintain a complete, adequate and integrated system of education relevant to the needs of the people and society and shall encourage non-formal, informal and indigenous learning systems, as well as self-learning, independent and out-of-school study programs particularly those that respond to community needs;

WHEREAS, Sec. 458 (5) (X) of R.A. 7160, otherwise known as the Local Government Code of 1991, provides that "Subject to the availability of funds and to existing laws, rules and regulations, establish and provide for the operation of vocational and technical schools and similar post-secondary institutions and, with the approval of the Department of Education Culture and Sports, and subject to existing law on tuition fees, fix and collect reasonable fees and other educational institutions supported by the city government.

WHEREAS, the City Government envisions to establish a college which is institutional, sustainable and not affected by any change in leadership.

WHEREAS, the City Government of Muntinlupa aims to develop scientific, technological and vocational efficiency among its constituents through an institution of learning conformably with the **pertinent** policies, standards and guidelines under CHED Memorandum Order No. 32, Series of 2006;



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 2

Ordinance No. 18-148

WHEREAS, the City in adherence to the avowed mandate of the Constitution of the Philippines and the Local Government Code has declared a policy to realign the educational system of the City toward the desired accelerated national economic growth, as well as fine tune with the fast changing technological development in the global environment;

WHEREAS, the City recognizes its responsibility to provide access and equitable distribution opportunities for Filipinos to acquire higher education under an institution characterized with quality and excellent school administration, facilities, library and laboratories, instruction, research and community service, and faculty and non-teaching personnel development programs;

WHEREAS, the City of Muntinlupa is endowed with rich natural and human resources, the prudent utilization and preservation of which will step up its development towards a sustainable economic growth;

WHEREAS, the City of Muntinlupa, being a progressive community in the South, the site of many commercial establishments, needs educated manpower of varied professions, specifications and/or skills;

WHEREAS, the establishment of *Colegio De Muntinlupa* aims to offer in the City baccalaureate degrees in engineering, architecture, courses for newly emerging industries and creative industries, and other degrees designed to meet the manpower demand and other relevant needs of the City and neighboring towns that will hasten the development of the City and thereby contribute to the meaningful realization of national goals. *Its operation shall not in any manner compete, but rather complement, with the Pamantasan ng Lungsod ng Muntinlupa;*

NOW, THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, by the 8th Sangguniang Panlungsod of Muntinlupa, to authorize the **Hon. City Mayor, Atty. Jaime R. Fresnedi**, to enter into any and all agreements, execute any and all documents, and do any all acts and things as he may deem just and proper to effectuate the creation of *Colegio De Muntinlupa* for the best interest of the City and its constituents.

SECTION 1. This Ordinance shall be known as the CHARTER of the technological college of the City of Muntinlupa to be known as **COLEGIO DE MUNTINLUPA** and shall be situated in Barangay Sucat, Muntinlupa City.

SECTION 2. Objectives of the Colegio. The *Colegio* shall primarily provide higher and globally competitive technological, professional and vocational instruction and training in, such as but not limited to, architecture, engineering, sciences, fisheries, **trade** and technology, as well as short-term technical or vocational courses, as the Board of Trustees may deem necessary to meet the demands of an emerging industrial society and shall promote researches in the exploitation and conservation of the natural resources, and other scientific and technological fields, as well as maintenance of ecological balance in the City.



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 3
Ordinance No. 18-148

SECTION 3. Admission to the Colegio. Every deserving and qualified student shall not be denied admission to the *Colegio* by reason of age, sex, ethnic consideration, religious belief, or political affiliation.

SECTION 4. Colegio as body corporate. The COLEGIO DE MUNTINLUPA constitutes a body corporate and as such is endowed with the attributes of perpetual succession of a corporation and possessed with such powers which pertain to a college to be exercised in conformity with the provisions of its Charter and the Corporation Code of the Philippines. The *Colegio* shall have the following corporate powers:

- a) to sue and be sued;
- b) to contract and be contracted with;
- c) To own and hold such real and personal property as shall be necessary for corporate purposes;
- d) To receive real and personal property by gift, devise or bequest: to adopt a seal and alter the same;
- e) To adopt bylaws, rules and regulations;
- f) To exercise all the general powers of a corporation under the Corporation Code;
- g) To have a continuous succession in its corporate name;
- h) To have and use a corporate seal;
- i) To exercise such powers as are granted by the Sangguniang Panlungsod of Muntinlupa, subject to the limitations provided in this ordinance and other pertinent laws; and
- j) To perform all such acts as may be necessary in furtherance of its purposes.

SECTION 4. Composition of The Board of Trustees - The governing body and corporate powers of the *Colegio* shall be vested in and exercised by the Board of Trustees composed of the following:

- 1) The City Mayor who shall automatically be the Chairperson of the Board of Trustees, He will be the Presiding Officer in every meeting of the Board of Trustees;
- 2) The College President shall Act as the Presiding Officer of the Board of Trustees in the absence of the Chairperson;
- 3) The Chairperson of the Sanggunian Committee on Education,
- 4) The City Budget Officer (ex-officio) with no voting rights
- 5) The Regional Director for the Department of Science and Technology (DOST);
- 6) The President of the Faculty Association;
- 7) The President /representative of an accredited business or industry;
- 8) The President of the Supreme Student Council/Government;
- 9) The President of Alumni Association (to be filled-up later)

SECTION 5. Board Secretary. The Board of Trustees shall have a Board Secretary who shall be appointed by the Chairperson and whose term of Office is co-terminus with the Chairperson. He/she shall likewise serve as the Execom Secretary.



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 4

Ordinance No.18-148

SECTION 6. Term of Office. The Members of the Board of Trustees shall have the following term of office:

- 1) The Chairman/Chairperson – during his/her term as City Mayor;
- 2) The **College President** – for a term of four (4) years, subject to reappointment;
- 3) The Chairperson, Sanggunian Committee on Education during his/her term of office as Councilor;
- 4) The City Budget Officer for a term of four (4) years.
- 5) The Director of the Department of Science and Technology (DOST) during his/her tenure as Director of DOST;
- 6) The President/representative of an accredited business or industry shall serve for a term of two (2) years.
- 7) The President of the Supreme Student Council/Government shall serve during his/her term of office;
- 8) The President/representative of the faculty shall serve during his/her term of office.
- 9) The President of the Alumni Association shall serve during his/her term of office.

SECTION 8. Vacancies in the Board. In case of vacancy in the Board of Trustees by reason of resignation, removal from office, death or any other incapacity of one or more of its members, such vacancy shall be filled up by appointment by the Chairman of the Board.

SECTION 9. Compensation - The members of the Board of Trustees/Execom shall serve without compensation except for reasonable allowances or per diem as may be authorized by the Board of Trustees.

SECTION 10. Executive Committee - The Executive Committee, hereinafter referred to as the Execom, is hereby created for the purpose of carrying out and exercising the regular functions and powers, which may be lawfully delegated, of the Board of Trustees and composed of the following:

- a) The **College President** who shall be the Presiding Officer at every meeting of the Execom.
- b) The Chairperson of the Committee on Education of the Sangguniang Panlungsod;
- c) The Faculty Representative of the University;

SECTION 11. Execom Acts and Resolutions. All acts and resolutions approved by the Ex-Com shall be ratified by the Board of Trustees. Important matters affecting the administrative and/or academic affairs of the Colegio shall be reported to the Board of Trustees thru the Chairperson.

SECTION 12. Quorum. A quorum of the Board of Trustees shall consist of majority of all the members of the Board. All processes against the Board of Trustees shall be served on the **College President** or Secretary thereof.



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 5
Ordinance No. 18-148

SECTION 13. Allowances of the Board in Meetings. The Members of the Board of Trustees shall be entitled to a reasonable allowance of at least Five Thousand Pesos (P5,000.00) per meeting actually attended, provided, that they shall be reimbursed for actual and necessary expenses incurred in attendance of meetings and other official business authorized by resolution of the Board.

SECTION 14. Additional Powers and Duties of the Board. The Board of Trustees, in addition to its general powers of administration and the exercise of all the powers of a corporation as provided in Batas Pambansa Blg. 68 otherwise known as the Corporation Code of the Philippines, in suppletory application, shall have the following powers and duties:

- a) To receive and appropriate for the purpose specified by law such sums as may be provided for the support of the *Colegio*;
- b) To confer degrees upon successful candidates for graduation. It may also confer honorary degrees upon persons in recognition of learning, statesmanship or eminence in any of the fields of specialization of the Colleges, or in recognition of public service, provided, that such degrees shall not be conferred in consideration of or to reciprocate some personal favor;
- c) To authorize the **College President** to award proficiency certificates or diplomas to students who have completed non-degree courses;
- d) To organize academic units and courses as may be necessary to meet the economic, technological, and social needs of the City Government;
- e) To confirm the appointment by the City Mayor of academic and administrative officials, faculty and employees of the *Colegio*, to fix their compensations, hours of service, and To perform such other duties and conditions as it may deem proper; to grant to them, in its discretion, leaves of absences under such regulations as it may promulgate, any provisions of existing laws to the contrary notwithstanding; and to remove them for cause after an investigation and hearing.
- f) To approve the curricula and rules of discipline drawn by the College Council as hereinafter provided;
- g) To fix tuition fees, matriculation fees, graduation fees, laboratory fees, and such other fees and charges;
- h) To provide fellowships for qualified faculty members; and to provide scholarships for deserving students;
- i) To prescribe rules for its own governance and to enact for the government of the *Colegio* such rules and regulations, not contrary to law, as may be necessary to carry out the purpose and functions of the *Colegio*;



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 6
Ordinance No. 18-148

- j) To receive in trust legacies, gifts, and donations of real and personal property of all kinds, to administer the same for the benefit of the *Colegio*, or of any department thereof, or for aid to any student or students, in accordance with the directions and instructions of the donor, and in default thereof, in such manners as the Board of Regents may in its description determine.
- k) To import duty free commodities for educational purposes as an exemption to existing laws;
- l) To authorize the *Colegio* to undertake construction and/or repair of its building, machinery and equipment and other facilities subject to existing laws, rules and regulations.
- m) To provide vocational training to adult citizens and out-of-school youths; and
- n) To acquire sites or campuses and to provide facilities and improvements as may be necessary.
- o) To promulgate policies in accordance with the declared State policies on higher education as well as the pertinent policies, standard and thrust of the CHED, R.A. 722 and other pertinent laws.**
- p) To develop academic arrangement and linkages for institutional capability building with appropriate institutions and agencies, both public and private, local and foreign.**
- q) To institutionalize research and extension programs.**
- r) To designate the members of the Search Committee, composed of three (3) members, nominated by the board for appointment by the City Mayor, who will be tasked with the search of the College President [Administrator]**
- s) To nominate the College President, for appointment by the City Mayor, upon recommendation of the search committee.**
- t) To invite representatives from other government or private entities or resource person(s)**

SECTION 15. Detailed Progress Report. On or before the fifteenth day of the third month after the opening of regular classes each year and every quarter thereafter, the Board of Trustees shall file with the Office of the Mayor a detailed report on the progress, conditions and needs of the *Colegio*.



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 7
Ordinance No. 18-148

SECTION 16. Board of Trustees. The regular meetings of the Board of Trustees shall be held at least once a month at the *Colegio de Muntinlupa* or any other place in Muntinlupa City.

SECTION 17. Board of Trustees Special Meetings. The special meetings of the Board shall be at the *Colegio de Muntinlupa* or any other place in Muntinlupa City upon call of the Chairman or majority of the Board of Trustees members.

SECTION 18. Execom Meetings - Execom meetings shall be held at the *Colegio de Muntinlupa* or any other place in Muntinlupa City, once every week, provided it shall not exceed four (4) times a month.

The President and other members of the Execom shall be entitled to P1,000.00 allowance in every actual meeting attended.

SECTION 19. Notices. Notices of the time and place of the meetings of the Board of Trustees and Execom shall be given personally or by mail, at least 3 days before the dates set for such meeting.

SECTION 20. Quorum. A quorum for any meeting of the Board of Trustees and Execom shall consist of the majority of the members and a majority of such quorum may decide any question raised in the meeting.

SECTION 21. Order of Business. The Order of Business of the meetings of the Board of Trustees shall be as follows:

- a) **Roll Call;**
- b) **Call to Order;**
- c) **Approval of the Minutes of the Previous Meetings;**
- d) **Ratification of All Acts and Resolutions Approved by the Ex-Com;**
- e) **New Business;**
- f) **Other Matters**

SECTION 22. Voting. Each Board of Trustees/Ex-Com shall be entitled to one (1) vote and no proxy is allowed.

SECTION 23. College Council. *There shall be a College Council with the College President as Chairperson and all academic staff with a rank not lower than Deans or Program Chairs and heads of different units or offices as members.* The Council shall have the power to prescribe/recommend the curricula and rules of discipline, subject to the approval of the Board of Trustees. It shall fix the requirements for admission to the *Colegio*, as well as for graduation and conferment of the degrees subject to review by the Board of Trustees. The Council alone shall have the power to recommend students or others to be recipients of degrees or certificates. The Council, through its duly authorized committee, or the **College President** shall have disciplinary power over the students within the limits prescribed by the rules of discipline.



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 8
Ordinance No. 18-148

SECTION 24. Faculty. The body of instructors and professors of the *Colegio* shall constitute the faculty of the *Colegio*.

All other appointments for the position at the *Colegio de Muntinlupa* must conform to the qualifications and standards prescribed by the Civil Service Commissions (CSC) and Commission on Higher Education (CHED).

SECTION 25. Non-Teaching Personnel. The non-teaching personnel shall be composed of *Colegio de Muntinlupa* employees performing non-teaching functions.

SECTION 26. Ex-Officio Treasurer. The City Treasurer shall be the ex-officio treasurer of the *Colegio* and all accounts and expenses therefore shall be audited by the Commission on Audit or its duly authorized representative.

SECTION 27. Plantilla Positions. *Plantilla positions shall be created pursuant to the Board of Trustees Resolution No. , Series of 2018, inclusive of all positions indicated in the organizational structure, the faculty, librarian, guidance counselor, registrar and a nurse as mandated under CSC Memorandum Circular No. 10. Series. of 2012 and other pertinent laws to discharge their respective roles and functions as may be determined the Board of Trustees.*

SECTION 28. Apparatus, equipment and supplies, detail of personnel. The Department Heads of the City Government are hereby authorized to purchase, upon such request of the City Mayor and President[Administrator] of the *Colegio*, apparatus, equipment or supplies as may be needed by the *Colegio* and to detail employees for duty therein, when in the judgment of the Department Head such employees can be detailed without serious detriment to the public service. Employees so detailed shall perform such duties as required under such detail and the time so employed shall be counted as part of their regular official service.

SECTION 29. Students. The *Colegio de Muntinlupa* shall give preference in the admission of students to bona fide residents of Muntinlupa, subject to the qualifications/rules of admissions as may be approved by the Board of Trustees; provided, however, that no students shall be denied admission to the *Colegio de Muntinlupa* by reason of age, sex, nationality, religious belief or political affiliation. Non-residents of Muntinlupa may avail of special programs in the *Colegio* subject to qualifications/rules of admissions as may be promulgated by the board of trustees from time to time.

SECTION 30. Site of the Colegio. The parcel of land belonging to the City Government located at Barangay Sucat, Muntinlupa City covered by Transfer Certificate of Title No. 014-2016001007 consisting of **Sixteen Thousand Two Hundred Fifteen (16,215) square meters** more or less is hereby declared to be the future site for the establishment of "**COLEGIO DE MUNTINLUPA**". Provided, that should the *Colegio* cease to exist or be abolished or should such parcel of land aforementioned be no longer needed by the *Colegio*, the use thereof shall revert to the City Government.



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 9

Ordinance No. 18-148

SECTION 31. Funding. The City Government shall provide funds for the development of the site, the construction of buildings therein, and provided further, that such sum shall be appropriated by the City Government for the establishment, operation and maintenance of the Colegio De Muntinlupa. Thereafter, funds for the maintenance and operation of the collegio shall be included in the City Government inclusive of the tuition fees which may be from time to time, determined by the Board of Trustees, Provided further, that any or all funds allocated and accruing to the Colegio shall pertain to the city coffers but shall be allocated to the Colegio, inclusive of any surplus or unappropriated amount at the end of each year.

SECTION 32. Revenues. As may be permitted by law, the Colegio is hereby authorized to generate revenue as may be necessary to raise the funds needed for the purpose aforementioned, subject to the approval of the Board of Trustees.

SECTION 33. Reports. The Board of Trustees shall file with the Commission on Higher Education, the Department of Science and Technology, the Office of the City Mayor and the Sangguniang Panlungsod an annual detailed report of the progress, conditions and needs of the Colegio.

SECTION 34. Separability Clause. If any provision of this ordinance is held invalid or unconstitutional, any other provision not so affected shall continue to be valid and effective.

SECTION 35. Repeal and Amendment. All ordinances, resolutions, and orders contrary or inconsistent with the provisions of this Ordinance are hereby repealed or amended accordingly.

ENACTED, by the 8TH Sangguniang Panlungsod of Muntinlupa City, this 19th of February 2018, on its 65th Regular Session.

CONCURRED:

DISTRICT I:

COUN. ATTY. PATRICIO L. BONCAYAO, JR.
Member

COUN. BAL NIEFES
Member

COUN. STEPHANIE S. TEVES
Member

COUN. ALLAN REY A. CAMILON
Member

COUN. RINGO A. TEVES
Member

COUN. LOUISITO A. ARCIAGA
Member

COUN. ALEXANDER B. DIAZ
Member



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA

Telephone no. 861-0181/ Fax: 862-6473
Email address: sangguniangpanlungsod2k16@gmail.com



Page 10
Ordinance No. 18-148

JAX
COUN. LOUISITO A. ARCIAGA
Member

[Signature]
COUN. ALEXANDER B. DIAZ
Member

[Signature]
COUN. IVEE RHIA A. TADEFA
Member

DISTRICT II:

[Signature]
COUN. MA. DHEEIREE G. AREVALO
Member

[Signature]
COUN. CHRISTINE MAY A. ABAS
Member

[Signature]
COUN. MARISSA C. RONGAVILLA
Member

[Signature]
COUN. MARK LESTER M. BAES
Member

[Signature]
COUN. LUCIO B. CONSTANTINO
Member

[Signature]
COUN. RAFAEL T. SEVILLA
Member

[Signature]
COUN. VICTOR L. ULANDAY
Member

[Signature]
COUN. GRACE B. GONZAGA
Member

[Signature]
COUN. WALTER A. ARCILLA
Sectoral Representative
President
League of Barangay Captains

I HEREBY CERTIFY, as to the correctness of the foregoing Ordinance.

[Signature]
CECILIA C. LAZARTE
Secretary to the Sanggunian

ATTESTED:

[Signature]
CELSO C. DIKO
City Vice-Mayor/Presiding Officer

APPROVED:

[Signature]
ATTY. JAIME R. FRESNEDI
City Mayor

Date: 08 MAR 2018

Norie/8th SP



YAN ANG TAMA
YAN ANG MUNTINLUPA!

