

The 2016-2018 One U.P. Professorial Chair (PC) Awards and One U.P. Faculty Grant (FG) Awards

Background:

A professorial chair award is a form of recognition given to faculty members at the tertiary level who have advanced knowledge and learning in their fields or disciplines. A faculty grant award is another type that the university bestows on faculty members who have displayed good teaching and research potential, and preferably hold a postgraduate degree. Professorial chairs and faculty grants are funded by special endowments from private donors. [959th BOR meeting, 26 May 1983; amended at 993rd BOR meeting, 28 Nov.1986; further amended at 1005th BOR meeting, 24 Sept. 1987; confirmed at 1017th BOR meeting, 8 Dec.1988 and amended at 1057th BOR meeting, 25 Jan. 1993; further amended at 1159th BOR meeting, 21 Mar. 2002; 1179th BOR meeting, 26 Feb 2004; UP Diliman Faculty Manual Update 2005, pp. 34-36].

In 2008, to commemorate UP's Centennial, UP Diliman established and allocated internal funds for annual UP Diliman Centennial Professorial Chair and Faculty Grant awards. Faculty who distinguish themselves in research and creative work by producing high quality, peer-reviewed publications receive the award. [1223rd BOR meeting, 2007 August 22]

At its 1309th meeting held on 22 July 2015, the UP Board of Regents approved the allocation of P100 Million per year for the period January 2016 - December 2018 for approximately 800 professorial chair awards and faculty grant awards to be distributed among academic units across all the Constituent Universities. The 2016-2018 One U.P. Professorial Chair (PC) Awards and Faculty Grant (FG) Awards aim to further provide recognition and incentives to faculty members who have demonstrated outstanding performance in two out of three work areas of the faculty: teaching, research/creative work, and public service.

NOMINATION COVER PAGE:

Applicant:

Name: _____ Highest Degree/Major/Year of Graduation: _____
 Rank: _____ Academic Unit: _____
 College: _____ CU: _____

Nominated for:

e.g., 2016-2018 One U.P. _____

Professorial Chair Award or Faculty Grant Award
 for Outstanding

- Teaching & Research/Creative Work, or
- Teaching & Public Service, or
- Research/Creative Work & Public Service

Discipline: _____ Specialization, optional: _____

Title of the Award to be carried by the Faculty Member:

e.g.,
 Maria P. Santos, PhD
 2016-2018 One U.P. Professorial Chair Award in Biology (Invertebrate Zoology)
 for Outstanding Teaching and Research in UP Los Baños

Juan A. Dela Cruz, PhD
 2016-2018 One U.P. Faculty Grant Award in English Literature (Poetry)
 for Outstanding Creative Work and Public Service in UP Diliman

Endorsed by/Date:

Unit Head:

Dean:

Approved by/Date:

Chancellor:

President:

Board of Regents:

DRAFT

2016-2018 ONE U.P. PROFESSORIAL CHAIR AND FACULTY GRANT AWARDS
NOMINATION INFORMATION SHEET, GUIDELINES, CRITERIA AND POINT SYSTEM
 (Version 18 January 2016)

A. INFORMATION ABOUT THE NOMINEE					
Name (First, Middle, Surname)					
Rank					
Academic Unit (Department/Institute/Center)					
College					CU
Education (Degree)		Major	Year Graduated	Granting Institution	
Specialization (Discipline)					
Sub-specialization (If any)					
B. WORKLOAD CREDIT (Units*)					
Academic Year	Teaching	Research/ Creative Work	UP Administrative Work	Public Service/ Extension (apart from UP Admin. Work)	Others
1st Semester AY2102-13					
2nd Semester AY2012-13					
Summer 2013					
1st Semester AY2013-14					
2nd Semester AY2013-14					
Summer & Midterm 2014					
1st Semester AY2014-15					
2nd Semester AY2014-15					
Midterm 2015					

*Indicate in bold font the formal units credited for teaching, research/creative work, administrative work, public service; indicate the self-estimated units in regular font for other work, e.g., additional non-credited research projects, public service, committee work, and other significant work that benefits the university and the country. Total units per semester can exceed 12 units, e.g., **T**eaching, **R**esearch/Creative Work, **A**dministrative/Committee Work, **C**onsultancy (with public service impact or UP recognition), **E**xtension/Public Service, **S**tudy (Advanced)/Sabbatical (TRACES).

C. ACTIVITIES DURING THE EVALUATION PERIOD 01 July 2012 – 30 June 2015 (enumerate in phrases)		
Major Courses Taught (indicate solo, duo, trio, team (>3) teaching)		
Courses	UG	PG
1.		
2.		
3.		
Major Research Projects (top 3 only, indicate funding source and amount in PhPX.YMillion)		
Title	Funding Source	Amount
1.		
2.		
3.		
Major Public Service/Extension Work (indicate with or without extra compensation)		
1.		
2.		
3.		
Major UP Administrative Work Load (indicate time period)		
1.		
2.		
3.		
Others:		
1.		
2.		
3.		

D. GUIDELINES*GUIDING PRINCIPLES*

1. Faculty members are invited to apply for the 2016-2018 One U.P. Professorial Chair Awards and Faculty Grant Awards (One U.P. PC & FG Awards) which are intended to further provide recognition and incentives to those who have demonstrated outstanding performance in two out of three work areas of the faculty: teaching, research/creative work, and public service.
2. The criteria will be continuously reviewed and updated to require progressively higher standards of performance of the faculty for renewal after three years.
3. Faculty members are asked to present their vision-mission-plan (V-M-P) for their academic unit, the university and the country, and to indicate targets for self-improvement in the three work areas in the next three years to attain the V-M-P. This is based on the principle that one's performance is, first and foremost, inner- or self-driven. The V-M-P will not be considered part of the criteria for the current award which is based on past accomplishments, but it will be considered for the renewal of the award after 3 years.

ELIGIBILITY AND AMOUNT OF AWARD

4. Full-time, tenured or non-tenured faculty members are eligible for the 2016-2018 One U.P. PC & FG Awards for outstanding performance in a field or discipline.
5. Faculty on secondment, sabbatical leave, full-time or part-time study leave and other leaves, during the application period are not eligible for the award.
6. Faculty must not have had any conviction or be/been the subject of any serious complaints or pending legal or administrative charges.
7. Professorial Chair Awards of P10,000/month for 3 years are given to the highest performing full and associate professors.
8. Faculty Grant Awards of P8,000/month for 3 years are given to the second tier of performing full, associate and assistant professors. Instructors who have demonstrated exceptional performance may also receive a Faculty Grant Award.
9. Faculty awardees of the Scientific Productivity System (SPS), Arts Productivity System (APS), annual UPD Centennial Professorial Chairs and Faculty Grants for outstanding publications, International Publication Awards, and awardees of national and international prizes or competitions, are eligible for the One U.P. PC & FG Awards as long as they meet the criteria of the One U.P. Award.
10. Faculty who currently hold professorial chairs funded by private donors for less than P10,000/month are eligible for the One U.P. PC & FG Awards as long as they meet the criteria of the One U.P. Award. They will continue to hold and receive funds from the privately funded professorial chair until its term expires, after which they will be transferred to and receive funds from the One U.P. PC & FG Award for the remainder of 2016-2018.
11. Faculty who currently hold professorial chairs funded by private donors for P10,000/month or greater are not eligible for the One U.P. PC & FG Awards.

TIME/PERIOD OF EVALUATION, CALL FOR APPLICATIONS, ANNOUNCEMENT OF AWARD, PERIOD OF AWARD, RELEASE OF AWARD MONEY, AND FUTURE CALLS FOR APPLICATIONS AND RENEWAL

12. The call for applications is in February 2016.
13. The deadline for submission of applications is on February 29, 2016.
14. The evaluation period for the 2016-2018 One U.P. PC & FG Awards is from 01 July 2012 to 30 June 2015 (3 years). Applicants must have been employed as UP faculty during the three-year evaluation period.
15. The announcement of the awards is in March to April 2016.
16. The award period is from 01 January 2016 to 31 December 2018.
17. The award money for 2016 will be released within one month after the announcement of the awards and will be retroacted to 01 January 2016. The award money for 2017 and 2018 will be released at the start of each year.
18. Retiring faculty will cease to receive the One U.P. PC & FG Awards upon their retirement and will receive the pro-rated amount of the award in their last year of service.
19. Retiring faculty who have been extended for full-time service will continue to receive the One U.P. PC & FG Awards.
20. A call for applications will be made again in January 2017 depending on the availability of funds.
21. A call for applications for renewal of the 2016-2018 One U.P. PC & FG Awards will be made in January 2019.

CRITERIA:

22. The basis of the One U.P. PC & FG Awards is outstanding performance in at least 2 out of the 3 work areas of the faculty: 1) teaching, 2) research/creative work, and 3) public service.
23. The evaluation criteria and point system are provided below. Points can be earned from a great variety of accomplishments.
24. The criteria that contribute to new knowledge have no cap/limit on points.

APPLICATION AND SUBMISSION PROCESS:

25. After the call for applications, each academic unit led by its head will create a One U.P. PC & FG Awards Committee that will be responsible for auditing and verifying the data/information and corresponding points/scores provided by the faculty, and for ranking the faculty within the academic unit based on their scores.
26. College officials will organize one- or two-day assemblies or make other arrangements to guide the faculty to efficiently fill up the application forms and meet the deadline for submission of applications. IT specialists of the college or members of the e-UP HRIS Team, if requested, can provide assistance during these assemblies.
27. Faculty will bring to the assembly all primary documents to support the points/scores they will assign to their accomplishments.
28. Faculty will submit the application online in the e-UP HRIS System. Faculty who are unable to submit the application online will be provided Excel sheets and offered assistance.
29. The Vice Presidents, other System officials, Chancellors and UP Cebu Dean, and other CU officials likewise can submit their applications with accomplishments and corresponding points/scores for teaching, research/creative work and public service, which will be verified by their respective home academic unit's One U.P. PC & FG Awards Committees. The scores for UP administrative work will be verified by the President (for Vice Presidents, Secretary of the university, Chancellors, and UP Cebu Dean) or by the corresponding direct administration supervisors of the other System and CU officials.

GENERAL PRINCIPLE IN RANKING OF APPLICANTS AND GRANTING OF AWARDS ACROSS CUs:

30. Faculty members from each academic unit (department, institute, center) of each CU will be ranked within the unit by the One U.P. PC & FG Awards Committee based on the criteria and point system of the One U.P. Award. Faculty who attain the minimum point requirements will qualify for the One U.P. PC and FG Awards. The committee will recommend the highest ranked full and associate professors for Professorial Chair Awards and the remainder of the qualified faculty for Faculty Grant Awards. The scores, rankings and recommended awards of the faculty will be transmitted by the committee through the unit head through channels to the Dean, the Chancellor and the System Committee.
31. An estimated 80% of all awards will be made on the above basis.
32. For younger and smaller CUs and academic units, the criteria and evaluation may be referenced to the most outstanding faculty in the academic unit or college.
33. Aside from those who meet the minimum point requirements, the top performing faculty of every academic unit (department, institute, center) of each CU will receive an award. An estimated 20% of all awards will be made on this basis.

E. GENERAL POINT SYSTEM

OUTSTANDING PERFORMANCE requires the following points:

For those Outstanding in	Minimum Total	Teaching	Research/ Creative Work	Public Service
		Base 50 pts.*	Base 50 pts.	Base 50 pts.
		Minimum	Minimum	Minimum
Teaching and Research/Creative Work	60 pts.	30 pts.	30 pts.	
Teaching and Public Service	60 pts.	30 pts.		30 pts.
Research/Creative Work and Public Service	70 pts.**	10 pts.**	30 pts.	30 pts.

*Base of 50 pts. - used to determine minimum of 30 pts. for each of the two work areas which when combined are considered outstanding performance.

**Teaching of all nominated faculty must be at least satisfactory (equivalent to 10 points).

F. CRITERIA AND POINT SYSTEM

I. TEACHING	Minimum pts.	Maximum pts.	Point System
A. Teaching evaluation			
1. SET (Student Evaluation of Teaching)		15 pts.	per year: O-5 pts., VS-3 pts., S-1 pt.
2. peer evaluation		15 pts.	per year: O-5 pts., VS-3 pts., S-1 pt.
B. Academic initiatives: developed/improved		none	
1. degree program		none	per program: 10 pts. maximum prorated to contribution, progressive programs
2. courses		none	per UG or PG course: 3 pts. maximum prorated to contribution, progressive courses
3. materials		none	per UG or PG course material: 3 pts. maximum prorated to contribution, progressive pedagogy (e.g., team teaching, large classes, e-learning)
C. Mentoring		none	
1. of faculty, REPS, residents, fellows		5 pts.	per person: 1 pt.
2. of Masters students		none	per graduate: 2 pts.
3. of PhD students		none	per graduate: 4 pts.
4. of UG students		5 pts.	per graduate: 0.5 pts.
D. Teaching awards		5 pts.	for impact of cumulative work or special body of work, can include work before the 3-year evaluation period
1. international			per award: 5 pts.
2. national			per award: 3 pts.
3. UP			per award: 3 pts.
TOTAL FOR TEACHING	30 pts.		minimum 30 pts. for outstanding in teaching award, minimum 10 pts. for all awardees

II. RESEARCH/CREATIVE WORK			
II.1 Research	Minimum Pts.	Maximum Pts.	Point System
A. Publications	20 pts.	none	full points for each publication, not prorated based on number of co-authors
1. journal articles		none	per natural, physical, computational, engineering, social science article: ISI/SCOPUS with Impact Factor 8 and above-15 pts., IF 2 and above to less than 8 -10 pts., IF less than 2-8 pts., with no IF-6 pts; non-ISI/SCOPUS, peer reviewed-4 pts.
		none	per arts and humanities article: international peer-reviewed - 10 pts., national peer-reviewed - 8 pts., international non-peer-reviewed - 6 pts., national non-peer-reviewed - 4 pts.
2. book chapters		none	per book chapter in international, UP Press, and other national peer-reviewed books - 10 pts. Maximum (prorated to content and contribution: 1-2 authors - 10 points; 3-4 authors - 8 points; 5 or more authors - 6 points)
3. books		none	per book: international, UP Press and other national peer-reviewed -- 30 pts. maximum (prorated to content and contribution: 1-2 authors - 30 points; 3-4 authors -24 points; 5 or more authors- 18 points)
B. Research impact and influence			
1. H-index	none	10 pts.	H-index 15 and above: 10 pts.; H-index 10 to 14: 7 pts.; H-index 5 to 9: 5 pts. (based on Google Scholar citations as of this application date)
2. Total no. of citations	none	10. pts.	500 and above: 10 pts.; 200 to 499 pts.: 7 pts.; 100 to 199 pts.: 5 pts. (based on Google Scholar citations as of this application date)
C. Other IP Output			full points for each IP output, not prorated based on no. of co-inventors
1. patents	none	none	per patent: 10 pts.
2. utility models	none	none	per UM: 5 pts.
3. copyrighted products	none	none	per CR: 5 pts.
4. commercialized products	none	none	per CP: 10 pts.
5. public good products, services, systems	none	none	per product: 10 pts. maximum (prorated to contribution)

II.1 Research	Minimum Pts.	Maximum Pts.	Point System	
D. Editorship/Co-editorship				
1. journal	none	none	per journal: international - 15 pts., national - 7 pts.	
2. journal issue	none	none	per issue guest editor: international - 5 pts., national - 3 pts.	
3. book	none	none	per book: international - 10 pts., national 7 pts.	
E. Presentations at conferences	3 pts.	10 pts.		
1. invited			international	national
1.1 keynote			8 pts. ea.	6 pts. ea.
1.2 plenary			6 pts. ea.	4 pts. ea.
1.3 parallel			4 pts. ea.	2 pts. ea.
2. contributed			international	national
2.1 oral			2 pts. ea.	1 pt. ea.
2.2 poster			2 pts. ea.	1 pt. ea.
F. Research awards		5 pts.	for impact of cumulative work or special body of work, can include work before the 3-year evaluation period	
1. international			per award: 5 pts.	
2. national			per award: 3 pts.	
3. UP			per award: 3 pts., includes SPS, SCS award; excludes single publication- or single output-based awards, e.g., IPA award, UPD Centennial PC and FG award	
TOTAL FOR RESEARCH	30 PTS.			

II. 2. Creative Work	Minimum Pts.	Maximum Pts.	Point System	
A. Creation of new art	20 pts.	none	per juried work: 30 pts. maximum, 20 pts. minimum (prorated to the contribution)	
B. Performance (music, theater, dance)		none	per juried original/first performance: 15 pts. maximum, 5 pts. minimum (prorated to contribution)	
C. Exhibition (visual arts, architecture, multimedia/IT, film)		none	per juried original/first exhibition: 15 pts. maximum, 5 pts. minimum (prorated to contribution)	
D. Publications (fiction, poetry, creative nonfiction)		none	full points for each publication, not prorated to the no. of co-authors	
1. articles/chapters			per article/chapter: international peer-reviewed - 10 national peer-reviewed - 8 pts., international non-peer-reviewed - 6 pts., national non-peer-reviewed - 4 pts.	
2. books			per book: international, UP Press and other national peer-reviewed - 30 pts. maximum, 20 pts. minimum (based on content or magnitude of the work)	

II. 2. Creative Work	Minimum Pts.	Maximum Pts.	Point System	
E. Presentations at conferences	3 pts.	10 pts.		
1. invited			international	national
1.1 keynote			8 pts. ea.	6 pts. ea.
1.2 plenary			6 pts. ea.	4 pts. ea.
1.3 parallel			4 pts. ea.	2 pts. ea.
2. contributed			international	national
2.1 oral			6 pts. ea.	4 pts. ea.
2.2 poster			4 pts. ea.	2 pts. ea.
F. Creative Work awards		5 pts.	for impact of cumulative work or special body of work, can include work before 3-year evaluation period	
1. international			per award: 5 pts.	
2. national			per award: 3 pts.	
3. UP			per award: 3 pts., includes APS award; excludes single publication- or single output-based awards, e.g., IPA award, UPD Centennial PC and FG award	
TOTAL FOR CREATIVE WORK	30 PTS.			

III. PUBLIC SERVICE	Minimum	Maximum	Point System
A. to UP and the profession	none	20 pts.	
1. UP administrative position			per year: System top officials (PAC member) - 20 pts. maximum (12 units ALC), CU officials: VCs, Deans - 15 pts. maximum (9-12 units ALC, at the discretion of Chancellor), Associate Deans, Directors, Chairs - 10 pts. maximum (6 units ALC), others - 5 pts. maximum (3 units ALC), prorated based on quantity and quality of accomplishments
2. UP committee work			per year: 5 pts. maximum, 3 pts. minimum
3. to the profession			as president, high official of professional organization - 5 pts., chair of specialty board - 7 pts., member of specialty board - 4 pts., chair of annual convention - 3 pts.
B. to the nation	none	15 pts.	in technical committees of CHED, DOST, DOH, DENR, etc.: head - 15 pts. maximum, member - 10 pts. maximum
C. to the world	none	10 pts.	international organizations, e.g., WHO, FAO, UNESCO, etc.: head - 10 pts. maximum, member - 5 pts. maximum
D. Public Service materials and programs developed/improved:	none	20 pts.	
1. policy papers, inputs to legislation and national security issues			10 pts. maximum, depending on quality of material and on contribution

III. PUBLIC SERVICE	Minimum	Maximum	Point System
2. TV and radio programs for public service			10 pts. maximum, depending on quality of material and on contribution
3. primers, pamphlets, multimedia videos for public education			10 pts. maximum, depending on quality of material and on contribution
4. public training workshops			10 pts. maximum, depending on quality of material and on contribution
E. Public Service awards		5 pts.	for impact of cumulative work or special body of work, can include work before 3-year evaluation period
1. international			per award: 5 pts.
2. national			per award: 3 pts.
3. UP			per award: 3 pts.
TOTAL FOR PUBLIC SERVICE	30 PTS.		

G. VISION-MISSION-PAN (V-M-P) STATEMENT AND SETTING OF PERFORMANCE TARGETS IN THE NEXT THREE YEARS (01 January 2016 to 31 December 2018)		
Nominee's V-M-P for the academic unit, UP and the country:		
1.		
2.		
3.		
4.		
5.		
Nominee's targets for self-improvement in the three work areas in the next three years to attain V-M-P to be manifested to the home academic unit and the rest of the UP community.		
WORK AREA	Targeted Percent Improvement	Description of Specific Targets for Accomplishment
1. Teaching	?	?
2. Research/Creative Work	?	?
3. Public Service	?	?
4. Others	?	?
The nominee agrees that the above targets shall be considered in the evaluation for the renewal of the award in 2019. These declarations are not included in the current evaluation for the award.		

H. CURRENT PROFESSORIAL CHAIR HELD BY THE NOMINEE FUNDED BY PRIVATE DONOR:	DONOR AND DONATION INFORMATION (CRITERIA, AMOUNT, PERIOD, ETC.):

SUMMARY OF NOMINATION AND APPROVAL PROCESS**CU Level Process**

- A call for applications will be issued by the OP.
- Faculty will be invited to apply for the awards and asked to provide scores for their accomplishments.
- Application forms in Excel format will be accessed from the e-UP HRIS and can also be distributed to the academic units by the Chancellors and Deans.
- Each academic unit (institute, department, center) will form a One U.P. Professorial Chair Awards and Faculty Grant Awards (One U.P. PC & FG Awards) committee that will audit/verify the data submitted by faculty applicants. Committee members will be selected by the academic unit led by its head.
- CU officials (Deans, Directors, Chairs) will organize one- or two-day assemblies where all faculty applying for the awards will be asked to fill up the forms and submit the application online to e-UP HRIS, or in Excel sheets.
- CU and academic unit officials, One U.P. PC & FG Awards Committee members and IT specialists, including members of the e-UP Team, will oversee/supervise the application process.
- Faculty applicants will bring to the assembly their primary documents to support the points/scores that they will indicate in the application form.
- Submitted forms will be verified for inputted data by the academic unit's One U.P. PC & FG Awards Committee.
- The academic unit head, upon the recommendation of the One U.P. PC & FG Awards Committee, will submit the scores, ranking and recommended award and endorse the nomination of faculty through channels to the Dean and then to the Chancellor.
- The Chancellors will approve the nominations and endorse them through the One U.P. PC & FG Awards System Committee to the President.

System Level Process

- Nominations received from the Chancellors/CUs and the System will undergo a final review by the One U.P. PC & FG Awards System Committee appointed by the President and convened by the OVPAA.
- The President will endorse the final list of awardees to the BOR.
- The awardees of the 2016-2018 One U.P. Professorial Chair Awards and Faculty Grant Awards will be announced in March to April 2016. The effectivity of the award is on 01 January 2016.

SIGNATURE OF APPLICANT/Date:

- I agree to the terms and conditions of the award.
- I attest to the truth of the information/data used as basis for the points/scores indicated in the application form.

SIGNATURES OF ACADEMIC UNIT HEAD AND CHAIR OF ONE U.P. PC & FG AWARDS COMMITTEE/Date:

- The One U.P. PC & FG Awards Committee of the (Academic Unit) has audited and verified the data/information and corresponding points/scores indicated in this application form which serve as the basis for the ranking and recommended award of the faculty.

SIGNATURE OF DEAN/Date:

- I endorse the above nomination.

SIGNATURE OF CHANCELLOR/Date:

- I approve the above nomination.