

OFFICE OF THE VICE-CHANCELLOR  
FOR ACADEMIC AFFAIRS

MEMORANDUM NO. OVCAA-BMP 14-003

TO : ALL DEANS, DIRECTORS AND HEADS OF UNITS



FROM : BENITO M. PACHECO, PhD  
Vice-Chancellor for Academic Affairs

SUBJECT : Guidelines and Criteria for the 2014 Merit Promotion for Faculty and  
Research Faculty

DATE : 28 May 2014

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This is a follow up to Memorandum No. MLT-14-009 dated 20 May 2014 issued by Chancellor Michael L. Tan (7 pages) that disseminated Memorandum No. 2014-31 dated 14 May 2014 by Vice President Gisela P. Concepcion.

As announced, accomplishments during the period 1 April 2010 – 31 December 2013 in teaching, scholarly research or creative work, service to university and community, and professional growth shall be evaluated. Promotions will be effective on 1 January 2014.

Comments and suggestions regarding the Guidelines and Criteria for the 2014 Merit Promotion are now being received by our office. Let us bear in mind that this promotion shall be selective based on merit and based solely on criteria as rigorous as, if not more than, in previous years (e.g. 2010).

Individual colleges and departments may impose more stringent standards so long as these are consistent with the intent and framework of system-wide standards (UP System Manual Series 2, OVPAA, 2004) and are applied consistently within the unit. Stricter or additional requirements must be approved by the College faculty.

For coordination of your recommendations, if any, please submit to our office on or before 4 June 2014. The consolidated comments and suggestions shall be presented and finalized during our ExeCom meeting on 9 June 2014.

Thank you.