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MEMORANDUM NO. OVCAA-ECA-18-084

TO : ALL DEANS, DIRECTORS, AND HEADS OF UNITS
ALL FACULTY MEMBERS

FROM :  EVANGELINE C. AMOR, Ph.D.
Vice-Chancellor for Academic Affairs *ek*

SUBJECT : Nominations for the UP Diliman Centennial Professorial Chairs and
Faculty Grants (1 July 2017 – 30 June 2018 Cycle)

DATE : 4 January 2018

Once again, we recognize the importance of advanced degree, research and creative work, and mentoring in the overall advancement of teaching in the University. Nominations for the UP Diliman Centennial Professorial Chairs and Faculty Grants (1 July 2017 – 30 June 2018 Cycle) are now being accepted. The nomination form (with Guidelines) may be downloaded from <http://www.ovcaa.upd.edu.ph/memos.html>.

To qualify, a regular faculty member must satisfy the following requirements:

1. Have a doctoral degree¹;
2. Show proof of research or creative output; and
3. Show proof of mentoring².

The faculty member must submit one research or creative output that came out during the period July 2015 – June 2017. Please note in the Guidelines the publications that may NOT be considered. Current awardees of centennial or privately endowed professorial chairs/faculty grants are disqualified.

The nomination documents shall include one hard copy and soft copy of the following:

1. Accomplished Nomination Form complete with signatures;
2. Curriculum vitae highlighting fulfillment of the minimum requirements listed above; and
3. Documentation of the research or creative output submitted for award consideration.
(Please see Guidelines in the Nomination Form.)

Submissions without complete attachments will not be considered.

Please e-mail softcopies to ovcaa.oatdiliman@up.edu.ph. Submit all hard copy nomination documents to the Office for the Advancement of Teaching (OAT) c/o Ms. Adeline Intervalo by **22 January 2018**.

Thank you for your cooperation.

1. In the Execom meeting on October 17, 2007, it was decided that in very exceptional cases, or when there is no doctoral degree in the discipline, nominations for the award may be entertained. 2. "Mentoring" here may mean thesis/dissertation advising or other forms of mentoring as in the examples noted in the Nomination Form (Updated as of 14 December 2015).

UPD CENTENNIAL PROFESSORIAL CHAIRS AND FACULTY GRANTS (1 July 2017 – 30 June 2018 Cycle)

II. Guidelines

A. Research/Creative Output

1. One entry only; such must be preselected by the faculty member
2. Period: **Publication dates and NOT data object identifiers (DOI's)** should be within July 2015 – June 2017.
3. Submit:
 - a. **Copy of book/creative work**
 - b. **For book chapter/refereed journal article/creative work:** cover page, copyright page and table of contents
 - c. **For journal article indexed by Scopus or Thomson Reuters:** proof or a print-page from Scopus site, e.g., (<http://www.scopus.com/search/form.url?zone=TopNavBar&origin=searchbasic>) or Thomson Reuters site, e.g., (http://thomsonreuters.com/products_services/science/)
 - d. **For art works:** description/review of critics and/or photo of the work(s)
4. Submit/show evidence of author's identification with UP (e.g., UP/address as found on the bio notes in books, journal, etc.)
5. Submit/show proof of independent review process.
6. Proof of publishers good track record for at least 10 years if the publisher is not included in the list of local and international publishers listed by OVPA; follows international editorial conventions.
7. Publications not considered are the following:
 - Proceedings of conferences, congresses, symposia and the like* that are NOT published in journals as **full peer-reviewed articles**
 - ***Abstracts, Poster presentations**
 - Handbooks, **Textbooks**, Manuals, **Monographs**
 - Final reports and other documents of contract projects: **Commissioned works without peer review**
 - Review articles and comments; **Articles/opinions in magazines**
 - **Country/position papers and/or reports**
 - **Theses, dissertations**
 - **Entries in encyclopedias**
 - Research notes in ISI journals that is one page or less
8. An editor or a member of the editorial board can have only one of his multiple entries credited per issue in either a journal or book.

Point System Used: Basically patterned after the SPS and APS point system

| Type of Publication | Points | |
|--|----------|-------|
| | National | Int'l |
| Patent | 15 | 50 |
| Book | | |
| per chapter | 7 | 10 |
| whole book | 35 | 50 |
| Journal Article Indexed by Scopus or Thomson Reuters | 7 | |
| Refereed Journal | 5 | |
| Refereed Proceedings (International) | 4 | |

I. Personal Data

Name: _____ Institute/College/Department: _____
 Faculty Rank/Designation: _____ Employment Status: ☐ Permanent ☐ Temporary
 Highest Educational Attainment: _____ Mobile No.: _____
 E-mail Address: _____

| Research/Creative Output | Type of Publication or Output | Points | Mentoring (July 2015 – June 2017) | |
|--|-------------------------------|--------|--------------------------------------|--------|
| | | | Thesis/Dissertation Adviser | Others |
| Sample Entry Formats (CHOOSE ONE corresponding format for the field): A. Book Eugenio, Damiana L. (1987). <i>Awit at Corrido: Philippine Metrical Romances</i> . Quezon City: University of the Philippines Press. B. Journal Combinido, J.S.L. and Lim, M.T. (2010). "Modeling U-turn traffic flow". <i>Physica A</i> . Vol. 389 (17), pp. 3640-3647. C. Chapter in a Book Capuno, J.I. and Kraft, Aleli DP (2011). "Equity in Education and Health Services in the Philippines" in H. Son (ed). <i>Equity and Well-Being: Measurement and Policy Practice</i> . NY: Routledge, pp. 170-197. D. Proceedings Common, Mick (2001). "The Role of Economics in Natural Heritage Decision Making" in <i>Heritage Economics: Challenges for Heritage Conservation and Sustainable Development in the 21st Century: Proceedings of the International Society for Ecological Economics Conference, Canberra, 4 July 2000</i> , Canberra: Australian Heritage Commission, p. 22. E. Other APS or SPS Item | | | | |

Above points are prorated according to number of authors: 1-2 authors - 100%, 3-4 authors - 80%, 5 or more authors - 60%

- Points for Other Creative Outputs will be based on the Arts Productivity System, as applicable, provided that a multiplier of 0.70 is applied to the APS points (in order to harmonize the point systems of APS and SPS). Moreover as in the APS< points are different for sole, joint, lead/major, team member, etc. creative role.

B. Mentoring (July 2015 – June 2017)

1. As Thesis/Dissertation Adviser

(Indicate the year, student name, undergraduate or graduate, graduated or ongoing, etc. Attach proof/supporting documents.)

- 2. Other Forms of Mentoring** (e.g., Thesis reader, critic and panel member, headship of a laboratory with junior faculty as researchers, advising for both student(s) research papers/projects not necessarily thesis and/or junior faculty whose papers eventually get published or presented in local and international conferences, and coaching of students who join contests for excellence, etc. Attach proofs/supporting documents).

Faculty Member:

Endorsed by:

Submissions without complete attachment(s) will not be considered.

Signature Over Printed Name and Date

Signature of Chair/Director and Date

Signature of Dean and Date