

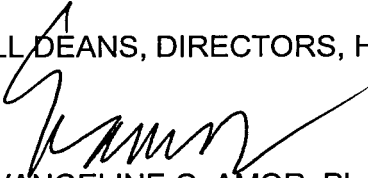
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OFFICE OF THE VICE-CHANCELLOR
FOR ACADEMIC AFFAIRS

MEMORANDUM NO. OVCAA-ECA 18-189

TO : ALL DEANS, DIRECTORS, HEADS OF ACADEMIC UNITS

FROM :  EVANGELINE C. AMOR, Ph.D. *July 16, 2018*
Vice-Chancellor for Academic Affairs

SUBJECT : 2018 Orientation Program for New UP Diliman Faculty

DATE : 16 July 2018

The Office of the Vice-Chancellor for Academic Affairs (OVCAA), with the Office for the Advancement of Teaching (OAT), will be conducting an Orientation Program for New UP Diliman Faculty. The Orientation program, which will cover academic and administrative policies and programs that UP Diliman faculty need to familiarize themselves with, will have two sessions.

- 20 August 2018 (Monday), 8:00 AM – 4:00 PM – this session will focus on academic matters
- 3 September 2018 (Monday), 8:00 AM – 4:00 PM – this session will focus on administrative matters

Both sessions will be at the National Center for Transportation Studies (NCTS) Toyota Room. Enclosed is the tentative program for the orientation.

While priority is given to new faculty members, other faculty members and Faculty Teaching Associate/Teaching Fellows could be accommodated depending on the availability of slots. In this connection, please send us your list of suggested participants through an email to ovcaa.oatdiliman@up.edu.ph (Attention: Daizy Agao). The deadline for submission of the list suggested participants is on Friday, 10 August 2018, 5:00 PM. We regret to inform you that walk-in participants cannot be accommodated because of limitations in logistics.

The OAT is the coordinating office for the event. Should you have questions, clarifications or suggestions regarding the Orientation, please contact the OAT via email address given above or VOIP 2562

We look forward to your new faculty's participation in the Orientation.

Thank you very much.

Orientation for New UP Diliman Faculty – Tentative Program

ACADEMIC MATTERS

20 August 2018
8:00 AM - 4:00 PM

8:00 - 8:30 AM **REGISTRATION**

8:30 - 9:00 AM **OPENING PROGRAM (30 min.)**

National Anthem
Welcome Message
Dr. Michael L. Tan
Chancellor, UP Diliman
Introduction of Participants

9:00 - 10:45 AM **ACADEMIC POLICIES AND RULES**

9:00 - 9:30 AM *Dr. Evangeline C. Amor (30 min.)*
Vice-Chancellor for Academic Affairs

9:30 - 9:55 AM *Dr. Ma. Theresa T. Payongayong (25 min.)*
University Registrar

9:55 - 10:15 AM *Prof. Rosella M. Torrecampo (25 min.)*
Director, Office for the Advancement of Teaching

10:15 - 10:45 AM **OPEN FORUM (30 min.)**

10:45 - 12:00 PM **ACADEMIC SUPPORT PROGRAMS**

10:45 - 11:10 AM *Dr. Fidel R. Nemenzo (30 min.)*
Vice-Chancellor for Research and Development

11:10 - 11:30 AM *Mr. Chito N. Angeles (20 min.)*
University Librarian

11:30 - 12:00 PM **OPEN FORUM (30 min.)**

12:00 - 1:00 PM **LUNCH BREAK**

1:00 - 4:00 PM **FACULTY-STUDENT RELATIONSHIPS**

1:00 - 1:30 PM *Prof. Jerwin F. Agpaoa (30 min.)*
Vice-Chancellor for Student Affairs

1:30 - 1:55 PM *Dr. Marie Grace A. Gomez (25 min.)*
Director, Office of Counseling and Guidance

1:55 - 2:20 PM *Prof. Josephine C. Dionisio (25 min.)*
Chair, Student Disciplinary Council

2:20 - 2:45 PM *Dr. Violeta V. Bautista (25 min.)*
Coordinator, Psych-serve

2:45 - 3:15 PM **OPEN FORUM (30 min.)**

3:15 - 4:00 PM **CLOSING PROGRAM**

UP Naming Mahal
Refreshments

Ms. Adeline D. Intervalo
Staff, Office for the Advancement of Teaching
Emcee

ADMINISTRATIVE MATTERS

3 September 2018
8:00 AM - 4:00 PM

8:00 - 8:30 AM **REGISTRATION**

8:30 - 9:00 AM **OPENING PROGRAM (30 min.)**

National Anthem
Welcome Message
Prof. Virginia C. Yap
Vice-Chancellor for Administration
Introduction of Participants

9:00 - 10:20 AM **FACULTY APPOINTMENTS**

9:00 - 9:40 AM *Prof. Virginia C. Yap (40 min.)*
Vice-Chancellor for Administration

Dr. Angela D. Escoto
Director, Human Resources Development Office

9:40 - 10:20 AM **OPEN FORUM (40 min.)**

10:20 - 12:00 PM **FACULTY BENEFITS & WELFARE (PART 1)**

10:20 - 10:50 AM *Dr. Angela D. Escoto (30 min.)*
Director, Human Resources Development Office

10:50 - 11:05 AM *Mr. Renato M. Villanueva (20 min.)*
Chair, UP Credit Cooperative

10:05 - 11:25 AM *Prof. James Ryan O. Jonas (20 min.)*
Executive Director, UP Provident Fund, Inc.

10:25 - 12:00 AM **OPEN FORUM (35 min.)**

12:00 - 1:00 PM **LUNCH BREAK**

1:00 - 4:00 PM **FACULTY BENEFITS & WELFARE (PART 2)**

1:00 - 1:20 PM *Dr. Jose Ernie C. Lope (20 min.)*
OIC, Office of the Vice-Chancellor for Community Affairs

1:20 - 1:40 PM *Dr. Jose Ernie C. Lope (20 min.)*
Director, UPD Housing Office

1:40 - 2:00 PM *Dr. Jesusa T. Catabui (20 min.)*
Acting Director, University Health Service

2:00 - 2:20 PM *Prof. Sharon Anne B. Pangilinan (20 min.)*
Secretary General, All UP Academic Employees Union

2:20 - 2:40 PM *Dr. Nancy Kimuell-Gabriel (20 min.)*
Coordinator, UPD Gender Office

2:40 - 3:00 PM *Prof. Teresa Paula S. De Luna (20 min.)*
Coordinator, UPD Office of Anti-Sexual Harassment

3:00 - 3:30 PM **OPEN FORUM (30 min.)**

3:30 - 4:00 PM **CLOSING PROGRAM**

UP Naming Mahal
Refreshments

Ms. Adeline D. Intervalo
Staff, Office for the Advancement of Teaching
Emcee

Orientation for new UP Diliman Faculty

**(ONF) 20 August (Academic
Matters) and 3 September
(Administrative Matters)**

8:00AM - 4:00PM

**Toyota Training Room,
NCTS**

We would be grateful receiving
the list of participants from your
unit on or before **10 August 2018**.

Please send the list to this email
address:

ovcaa.oatdiliman@up.edu.ph