


**UNIVERSITY OF THE PHILIPPINES
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**OFFICE OF THE VICE-CHANCELLOR
FOR ACADEMIC AFFAIRS**

MEMORANDUM NO. OVCAA-ECA 17-081

TO : ALL DEANS, DIRECTORS, HEADS OF ACADEMIC UNITS
ALL RETIRING FACULTY MEMBERS



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

SUBJECT : Extension of Deadline for Submission of Application for Professor Emeritus

DATE : 18 December 2017

Further to our Memorandum No. OVCAA-ECA 17-074, please be informed that the deadline for submission of duly accomplished Information Sheet and accompanying documents for the application for Professor Emeritus to the Office of the Vice-Chancellor for Academic Affairs (OVCAA) has been extended from 21 December 2017 to Friday, 5 January 2018. However, the deadline for submission of the CU recommendations to the Office of the Vice President for Academic Affairs (OVPA) on 22 January 2018 still remains.

For other reminders, kindly refer to the attached Memorandum No. OVPA 2017-86 dated 19 December 2017.

Thank you.

cc: HRDO Director
UP Diliman Cluster Selection Committees for Appointment to Professor Emeritus
UP Diliman Selection Committee for Appointment to Professor Emeritus



UNIVERSITY OF THE PHILIPPINES

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OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

19 December 2017


Memorandum No. OVPA 2017-86

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To: Chancellor Raymundo D. Rovillos, UP Baguio
Chancellor Liza D. Corro, UP Cebu
Chancellor Michael L. Tan, UP Diliman
Chancellor Fernando C. Sanchez, Jr., UP Los Baños
Chancellor Carmencita D. Padilla, UP Manila
Chancellor Sylvia B. Concepcion, UP Mindanao
Chancellor Melinda DP. Bandalaria, UP Open University
Chancellor Ricardo P. Babaran, UP Visayas

Prof. Corazon Abansi, Vice Chancellor for Academic Affairs, UP Baguio
Prof. Ritchelita Galapate, Vice Chancellor for Academic Affairs, UP Cebu
Prof. Evangeline C. Amor, Vice Chancellor for Academic Affairs, UP Diliman
Prof. Portia G. Lapitan, Vice Chancellor for Academic Affairs, UP Los Baños
Prof. Melinda F. Lumanta, Vice Chancellor for Academic Affairs, UP Open University
Prof. Nilo B. Oponda, Vice Chancellor for Academic Affairs, UP Mindanao
Prof. Nymia P. Simbulan, Vice Chancellor for Academic Affairs, UP Manila
Prof. Gay D. Defiesta, Vice Chancellor for Academic Affairs, UP Visayas
Prof. Fidel R. Nemenzo, Vice Chancellor for Research and Development, UP Diliman
Prof. Rex B. Demafelis, Vice Chancellor for Research and Extension, UP Los Baños
Prof. Eva Maria Cutiongco-dela Paz, Vice Chancellor for Research, UP Manila
Prof. Rolly G. Fuentes, Vice Chancellor for Research and Extension, UP Visayas

Department Chairs, Deans, Institute Directors, HRDO Directors, Cluster Committee
Members/Professor Emeritus Committee Members and Faculty Members through the
Chancellors

From: 
Maria Cynthia Rose Banzon Bautista
Vice President for Academic Affairs

Subject: Extension of the Deadline for Submission of Documents in Support of Cluster/CU
and System Deliberations on the Conferment of the Title of Professor Emeritus on
Retired Faculty in 2017 and Retiring Faculty in January-February 2018;

CU Review of the Required Documentary Evidence of Faculty Achievements/
Contributions for Purposes of the CU Nomination of Professors to the UP System
Professor Emeritus Committee

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- In light of the unanticipated declaration of December 21 as the beginning of our mandatory leave and upon request, the deadline for submission to the Office of the CU's Vice Chancellor for Academic Affairs of the Information Sheets of professors who retired in 2017 and who are about to retire in January and February 2018 is

extended to Friday, 5 January 2018. However, the deadline stipulated in Memorandum No. OVPAA 2017-82 for the submission of the CU recommendations to the Office of the Vice President for Academic Affairs (OVPAA), i.e. 22 January 2018, remains.

- Prospective retirees recently called our attention to the required documentary evidence of the accomplishments/contributions of retiring/retired faculty members that include hard copies of their lifetime works, conference programs and certificates etc. The suggestions made include the submission of links to articles—rather than hard copies—which may be accessed for validation purposes and **reproduced only if necessary**. Specifically, a publication may be registered in Google Scholar, which will confirm if the publication is published in a scholarly journal or, for books, by a reputable publisher. If it does, then it will appear in the faculty member's Google Scholar page, with a link to a copy of the publication. Those who do not have time to do Google Scholar can submit on a USB e-copies of relevant articles. For proof of having talked in important conference for which the faculty is a plenary or keynote speaker but which he or she did not bother to keep the certificate of, Google may be a source of information.

Under the circumstances, CUs are urged to review their requirements including what evidence is deemed necessary. The end in view of the review is to eventually simplify the process for the retiring faculty—some of whom have performed excellently and made invaluable contributions to the University without assiduously keeping track of evidences of their activities—and reduce our carbon footprint.

Please note that as part of the institutionalization of UP's Internal Quality Assurance System following the ASEAN Quality Assurance Framework for higher education, our Office will embark on a project in 2018 that builds on the initiative of the previous administration. The aim of this project is to populate the University's Human Resource Information System (HRIS) with the academic achievements of our faculty. The project is inspired by the successful OVPAA experience of having 688 faculty members enter five years-worth of accomplishments electronically (with links to articles) in a dedicated portal as part of their application to the One UP Professorial Chair and Faculty Grant Award. If such submissions can be generalized to all faculty members and accomplishments entered all the way to the date of their initial UP appointments, this project promises to help us realize an imagined future scenario whereby the accomplishments of retiring faculty members are assessed vis-à-vis the criteria for the conferment of the title of Professor Emeritus without the need for them to submit anything. The success of this proposed project, however, will rest on the full cooperation of the faculty and their willingness to engage in the initially cumbersome process of a one-shot electronic updating of their achievements—complete with links to scanned articles/articles or articles available on line.

Thank you for your consideration.