



**OFFICE OF THE VICE-CHANCELLOR  
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MEMORANDUM NO. OVCAA-ECA 18-248

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

FROM :   
JOSEPH RYAN G. LANSANGAN, PhD,   
Officer-in-Charge, OVCAA

SUBJECT : Faculty Regent Canvassing of Manual Votes on  
The Selection of Faculty Regent on 15 November 2018

DATE : 8 November 2018

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In connection with the 2018 Selection of Nominees for Faculty Regent, the OVPAAs released a Memo specifying that canvassing of manual votes will be done at the same time across the UP System, i.e., after 4:00 PM on Thursday, 15 November 2018. (Please see attached Memo OVPAAs 2018-96.)

For UP Diliman, since manual voting will end at 4:00 PM on Wednesday, 14 November 2018, we request the Deans, Directors, and Heads of Units to secure ballots (used and unused) and other election paraphernalia until the canvassing of manual votes the next day. On the next day, Thursday, 15 November 2018, canvassing of manual votes shall start after 4:00 PM, and the results and other pertinent documents/reports must be submitted to OVCAA before 5:00 PM.

Thank you very much.

cc: Chancellor Michael L. Tan



Copy for: VC Amor  
UPD VCAA

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2018-1031-0057-5175

**OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS**

7 November 2018

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**OVCAA Memorandum No. 2018-96**

**TO: THE FACULTY OF THE CONSTITUENT UNIVERSITIES**

(Through the Chancellors and Vice Chancellors for Academic Affairs)

**FROM:** Maria Cynthia Rose Banzon Bautista  
Vice President for Academic Affairs

**RE: ON THE ELECTION OF THE FACULTY REGENT FOR 2019 AND 2020**

Please be reminded of our duty as academic citizens of the University of the Philippines (UP) to participate in the selection of our next Faculty Regent from among the following colleagues from UP Diliman:

Dr. Ramon Guillermo, College of Arts and Letters  
Dr. Victor Paz, Archeological Studies Program  
Dr. Arnel Salvador, College of Science

In connection with the election round of the Selection Process, please take note of the information below:

**Election Schedule of the CUs**

The Timetable attached to Memorandum No. PDLC 18-44 on the Selection of the Faculty Regent stipulated 12-15 November 2018 as the voting period for the UP System. Following Section 5.3.1 of the Memorandum, the Constituent Units (CUs) are responsible for determining the specific date(s) for voting within this period and for informing the Office of the Vice President for Academic Affairs (OVCAA) of their preferred schedule.

The CU schedules submitted to the OVCAA on 7 November 2018 are as follows:

CU	SCHEDULE of ELECTRONIC VOTING	SCHEDULE of MANUAL VOTING	VENUE OF CU CONSOLIDATION OF MANUAL AND ELECTRONIC VOTES*
UP Diliman	4:01 pm on Nov 12 to 4:00 pm on Nov 14	Nov 13, 8:00-4:00 pm Nov 14, 8:00-4:00 pm	Office of the Vice Chancellor for Academic Affairs
UP Los Baños	4:01 pm on Nov 12 to 4:00 pm on Nov 14	Nov 13, 8:00-4:00 pm Nov 14, 8:00-4:00 pm	Office of the Vice Chancellor for Academic Affairs
UP Manila	4:01 pm on Nov 11 to 4:00 pm on Nov 14	Nov 12, 8:00-4:00 pm Nov 13, 8:00-4:00 pm Nov 14, 8:00-4:00 pm	Office of the Vice Chancellor for Academic Affairs

CU	SCHEDULE of ELECTRONIC VOTING	SCHEDULE of MANUAL VOTING	VENUE OF CU CONSOLIDATION OF MANUAL AND ELECTRONIC VOTES*
UP Visayas	4:01 pm on Nov 12 to 4:00 pm on Nov 15	Nov 13, 8:00-4:00 pm Nov 14, 8:00-4:00 pm Nov 15, 8:00-4:00 pm	Office of the Vice Chancellor for Academic Affairs
UP Open University	4:01 pm on Nov 12 to 4:00 pm on Nov 14	Nov 13, 8:00-4:00 pm Nov 14, 8:00-4:00 pm	Office of the Vice Chancellor for Academic Affairs
UP Mindanao	4:01 pm on Nov 11 to 4:00 pm on Nov 14	Nov 12, 8:00-4:00 pm Nov 13, 8:00-4:00 pm Nov 14, 8:00-4:00 pm	Office of the Vice Chancellor for Academic Affairs
UP Baguio	4:01 pm on Nov 12 to 4:00 pm on Nov 14	Nov 13, 8:00-4:00 pm Nov 14, 8:00-4:00 pm	Chancellor's Board Room
UP Cebu	4:01 pm Nov 12 to 4:00 pm Nov 13	Nov 13, 8:00-4:00 pm	Office of the University Registrar

#### **Email Account and Passwords for the Electronic Voting**

The UP Information Technology Development Center (ITDC) will no longer issue special usernames and passwords for the electronic voting as stated in Section 5.3.2.2.3 of Memorandum PDLC 18-44. Instead, faculty members will use their UP account usernames and passwords to access the Faculty Regent Electronic Voting System (FREVS). A dry run of the FREVS was done on 24-26 October 2018.

#### **Synchronized Canvassing of Votes**

While the voting schedule of the CUs vary, the canvassing of votes will be done **at the same time across the UP System, i.e. at the end of the voting period for the System as a whole or after 4:00 pm on Thursday, 15 November 2018.**

Except for UPLB which requested to follow the same manual voting process it has instituted ever since for selecting the Faculty Regent—which is for a faculty member to vote manually in his or her respective academic unit, using ballots from the OVCAA that correspond to the listed qualified voters of the unit and with a “polling clerk” and unit head subsequently signing the sealed submission of both the cast and unused ballots to the OVCAA for canvassing—deans of the colleges shall canvass the manual votes and submit the results to their respective Vice Chancellor for Academic Affairs (VCAA).

To access the summary of electronic votes, the UP ITDC will issue specially provided passcodes to the VCAs of the CUs after the end of the voting period on November 15.

As stated in Memorandum No. PDLC 18-44, the CU Committee shall proceed to determine if there are double votes by comparing the list of voters who voted manually and the list of voters who voted electronically, after which the results of the electronic voting shall be printed out.

The Memorandum further states that representatives of the nominees, not more than two (2) each, may be allowed to witness the canvassing.



The results of the CU election shall be submitted to the OVPAA on Friday 16 November 2018, consolidated by the OVPAA in the presence of Faculty Regent Patricia Arinto by Monday, 19 November 2018 and submitted to the UP President for the announcement of the election results by 20 November 2018.

**UP Diliman Forum on 12 November 2018**

Upon the suggestion of UP Diliman faculty members to hold a forum where the Faculty Regent candidates can present their vision and mission, UP Diliman Chancellor Michael Tan requested the VPAA to help disseminate the information that **the UP Diliman administration is organizing such a symposium on Monday 12 November 2018, 9:00-11:00 am, with the intention of live streaming to the other CUs.**

Thank you.