



UNIVERSITY OF THE PHILIPPINES  
DILIMAN, QUEZON CITY

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MEMORANDUM NO. OVCAA-ECA 19-273

TO : ALL DEANS, DIRECTORS, HEADS OF ACADEMIC UNITS

FROM :  EVANGELINE C AMOR, PhD  
Vice-Chancellor for Academic Affairs 

SUBJECT : Nominations for the UP Diliman Centennial Professorial Chairs and Faculty Grants  
(1 July 2018 – 30 June 2019 Cycle)

DATE : 10 January 2019

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In recognition of the importance of advanced degree, research and creative work, and mentoring in the overall advancement of teaching in the University, the UP Diliman Centennial Professorial Chairs and Faculty Grants (1 July 2018 – 30 June 2019 Cycle) are now open for nominations. The nomination form (as enclosed, with guidelines) may also 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 degree;<sup>1</sup>
2. Show proof of research or creative output; and
3. Show proof of mentoring.<sup>2</sup>

The faculty member must submit **one research or creative output that came out during the period 1 July 2016 to 30 June 2018**. Please note in the guidelines the types of publications that may NOT be considered. Current awardees of centennial or other professorial chairs/ faculty grants are not qualified for nominations.

The nomination documents shall include the following:

1. Accomplished nomination form complete with signatures (**one hard copy and soft copy**);
2. Documentation of the mentoring, research or creative output submitted for award consideration (**one hard copy and soft copy. Please see guidelines.**); and
3. Curriculum vitae highlighting fulfillment of the minimum requirements listed above (**soft copy only**).

**Only submissions with complete attachments will be considered.**

Please e-mail soft copies to [ovcaa.oatdiliman@up.edu.ph](mailto: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 25 January 2019, 5:00 PM (Friday)**.

Thank you for your cooperation.

Encl: Guidelines  
OVPA list of publishers  
Blank Nomination Form

1. In the ExeCom meeting on 17 October 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 Guidelines (Updated as of 19 June 2018)

**UPD CENTENNIAL PROFESSORIAL CHAIRS AND FACULTY GRANTS  
(1 July 2018 – 30 June 2019 Cycle)  
Period of Reckoning: 1 July 2016 – 30 June 2018**

**GUIDELINES**

***Only submissions with complete attachments will be considered.***

**A. Research/Creative Output**

1. **One entry** of the output indicating the faculty as author and UP as affiliation (e.g., UP/UP address as found with the byline, in the bionotes, or equivalent thereof)
2. Period: Actual publication dates of the research/creative output and NOT data object identifiers (DOI's) should be within the period of reckoning.
3. Submit the following:
  - a. Copy of research/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 Clarivate Analytics: proof or a print-page from Scopus or Clarivate Analytics site
  - d. For art works: description/review of critics and/or photo of the work(s)
4. Submit/show proof of independent review process if not indexed by Scopus or Clarivate Analytics (i.e., Certification of the review process from the editor).
5. Submit proof of publishers' reputable track record if the publisher is not included in the OVPAA list of local and academic publishers (i.e., follows academic editorial conventions/ process).
6. Publications **NOT** considered are the following:
  - a. Abstracts, poster presentations
  - b. Proceedings of conferences, congresses, symposia that are NOT published as full peer-reviewed articles
  - c. Handbooks, Textbooks, Manuals, Monographs
  - d. Final reports and other documents of contract projects: Commissioned works without independent review
  - e. Review articles and comments; Articles/opinions in magazines
  - f. Country/position papers and/or reports
  - g. Theses, dissertations
  - h. Entries in encyclopedias
  - i. Research notes in ISI journals that are one page or less
  - j. Short communication
  - k. Introductions/prefaces of an editor or a member of the editorial board. The editor or member of the editorial board, however, may submit an article/essay published in the journal/book s/he edited provided that this is peer reviewed.
7. Sample Entry Formats (**use the corresponding format for the field "Research/Creative Output"**):
  - a. Book  
Eugenio, Damiana L. (1987). *Awit at Corrido: Philippine Metrical Romances*. Quezon City: University of the Philippines Press.
  - b. 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). *Equity and Well-Being: Measurement and Policy Practice*. NY: Routledge, pp. 170-197.
  - c. Journal

Combinido, J.S.L. and Lim, M.T. (2010). "Modeling U-turn traffic flow". *Physica A*. Vol. 389 (17), pp. 3640-3647.

- d. Refereed Proceedings  
Common, Mick (2001). "The Role of Economics in Natural Heritage Decision Making" in *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*, Canberra: Australian Heritage Commission, p. 22.

8. Point System Used:

- a. Professorial Chairs: Minimum of 7 points
- b. Faculty Grants: 4-6 points
- c. Points for the publication are prorated according to number of authors: 1-2 authors - 100%, 3-4 authors - 80%, 5 or more authors - 60%.

**B. Mentoring**

1. **Submit appointment as mentor or certification from the unit.**
2. Period of mentoring activity should be within the period of reckoning.
3. Indicate the form of mentoring:
  - a. Thesis/Dissertation Adviser
  - b. Thesis reader, critic and examination panel member
  - c. 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
  - d. Coaching of students who join academic competitions

**UPD CENTENNIAL PROFESSORIAL CHAIRS AND FACULTY GRANTS\$**  
**(1 July 2018 – 30 June 2019 Cycle)**  
**NOMINATION FORM**

**Personal Data**

**Name:** \_\_\_\_\_  
**Institute/College/Department:** \_\_\_\_\_  
**Faculty Rank/Designation:** \_\_\_\_\_  
**Employment Status:**  Permanent  Temporary  
**Highest Educational Attainment:** \_\_\_\_\_  
**Contact No/s (Landline/Mobile):** \_\_\_\_\_  
**E-mail Address:** \_\_\_\_\_

**Attachments:**

- Copy of Publication or Output
- Proof of independent review (if not indexed in Scopus or Clarivate Analytics)
- Proof that publisher follows academic editorial conventions (if not included in the list of OVPAA)
- Proof of mentoring
- Curriculum Vitae (soft copy only)

**Research/Creative Output (one entry published between 1 July 2016 and 30 June 2018)**

**Type of Publication or Output (Put a check mark before the type indicated)**

- |   |  |
|---|--|
| <input type="checkbox"/> <b>Patent</b> (max points:15 for national and 50 for international)  | <input type="checkbox"/> <b>Creative Work</b> (refer to APS for point distribution)                    |
| <input type="checkbox"/> <b>Book</b> (max points:35 for national and 50 for international)  | <input type="checkbox"/> <b>Refereed Journal</b> (max points: 5 for national and international)        |
| <input type="checkbox"/> <b>Book Chapter</b> (max points:7 for national and 10 for international)                                       | <input type="checkbox"/> <b>Refereed Proceedings</b> (max points: 4 for national and international)    |
| <input type="checkbox"/> <b>Journal article indexed by Scopus or Clarivate Analytics</b> (max points: 7 for national and international) | <input type="checkbox"/> <b>Article of an editor or member of the editorial board (one entry only)</b> |
| <input type="checkbox"/> <b>Other APS or SPS item:</b>  |  |

**Publisher:** \_\_\_\_\_

- OVPAA listed  If not listed, provide publisher's reputable track record

**Mentoring (one entry completed or ongoing between 1 July 2016 and 30 June 2018)**

<b>Form of Mentoring:</b>		
<b>Course Title/ Name of Student/s:</b>		
<b>Degree Program:</b>		
<b>Status of Mentoring:</b>	<input type="checkbox"/> <b>Completed</b>	<input type="checkbox"/> <b>Ongoing</b>
<b>Mentoring Output:</b>	<input type="checkbox"/> <b>Thesis/Dissertation</b>	<input type="checkbox"/> <b>Research Paper/Projects</b>
	<input type="checkbox"/> <b>Creative Output</b>	<input type="checkbox"/> <b>Academic Competitions</b>
	<input type="checkbox"/> <b>Others (please specify):</b>	

**To be filled by the Screening Committee**

<b>Points:</b>	<b>Remarks:</b>

**Faculty Member:**

\_\_\_\_\_  
 Signature over Printed Name and Date

**Endorsed by:**

\_\_\_\_\_  
 Signature of Chair/Director and Date

\_\_\_\_\_  
 Signature of Dean and Date

## **ANNEX A: Accepted non-ISI Journals**

Acta Medica Philippina  
Journal of the Geological Society of the Philippines  
Journal of the Philippine Society for Microbiology and Infectious Diseases  
Philippine Health Systems Research  
Philippine Journal of Internal Medicine  
Philippine Journal of Nutrition  
Philippine Nuclear Journal  
Philippine Population Review  
Science Diliman  
The Philippine Journal of Pediatrics  
Acta Horticulturae  
Geological Society of Malaysia Bulletin  
Journal of Environmental Science and Management  
Journal of Japan Society on Water Environment  
Journal of Southeast Asian Education  
LaMer  
Malaysian Journal of Nutrition  
Media Asia  
Nutrition Today  
Oceans  
Southeast Asian Journal on Open and Distance Learning  
The Journal of Maternal-Fetal and Neonatal Medicine  
UPV Journal of Natural Sciences

**ANNEX B: List of local publishers**

Ateneo de Manila University Press  
De la Salle University Press  
U.P. Press

## **ANNEX C: List of international publishers**

A.A. Balkema Publishers (Leiden, Netherlands)  
American Mathematical Society  
American Medical Association Press  
AOCS Press (Champaign, Illinois)  
Artspace Visual Arts Centre Ltd.  
Ash Institute for Democratic Governance and Innovation, JFK School of Government,  
Harvard University  
Ashgate Publishing Company  
Asian Development Bank  
Aunt Lute Books (San Francisco)  
Backhuys Publishers (Leiden, Netherlands)  
Birkhauser Verlag  
Blackwell Publishers Ltd.  
Brookings Institution Press  
CABI Publishing (Oxon, UK)  
Cambridge University Press  
Eastern Universities Press, Singapore  
Elsevier Amsterdam  
Geological Society of London Publishing House  
Kluwer Academic Publishers  
Macmillan Publishers Ltd.  
Carnegie Bosch Institute  
Charles C. Thomas Publisher, Ltd.  
Chiba University Graduate School of Medicine  
Churchill Livingstone  
CRC Press (Boca Raton, Florida)  
Curzon Press  
Destech Publications Inc., Lancaster, Pennsylvania, USA  
ECOSUE and UTEHA (Mexico)  
Edward Elgar Publishing Limited  
Elsevier Saunders  
F.A. Davis (Philadelphia)  
Fitzroy Dearborn Publishers  
Geological Society of London Publishing House  
Greenwood Press (Westport, Connecticut)  
Het Spinhuis (Amsterdam)  
Hofstra University (Hempstead, New York)  
Idea Group Publishing (Hershey, PA)  
Indiana University Press  
Institute of Southeast Asian Studies (ISEAS) Publications  
International Food Policy Research Institute  
International Table Tennis Federation  
IOS Press (Amsterdam)  
Island Press (Washington)  
John & Erica Hedges Ltd.  
John Libbey Publishing  
John Wiley & Sons, Inc  
Johns Hopkins University

Josey-Bass Publishers  
Kluwer Academic/Plenum Publishers  
Kluwer Law International  
Kumarian Press (Bloomfield, CT)  
Kyoto University Press  
L'Harmattan (Paris)  
Language Australia Ltd. (Melbourne)  
Lawrence Erlbaum Associates, Publishers  
Left Coast, Inc.  
LIPI Press  
Lippincott Williams and Wilkins  
LIT Verlag GMBH & Co.  
Lynne Rienner Publishers (Boulder, Colorado)  
M.E. Sharpe, Inc. (New York)  
Marcel Dekker, Inc.  
Marshall Cavendish Academic  
Massachusetts Institute of Technology Press  
McGraw-Hill Australia  
Meritage Press  
Metropolitan Books  
National University of Singapore  
Nova Science Publishers, Inc.  
Orient Longman Private Limited  
Oxford & IBH Publishing Co. Pvt. Ltd  
Oxford University Press  
Palgrave Macmillan  
Passagen Verlag (Vienna)  
Pergamon  
Peter Lang AG  
Pluto Press  
Princeton University Press  
Rodopi  
Routledge  
RoutledgeCurzon  
Rowman & Littlefield Publishers, Inc. (Lanham, Maryland)  
Rutgers University Press  
Sakkoulas Publications (Thessaloniki, Greece)  
Science Publishers, Inc. (Enfield, NH)  
Seoul National University Press  
Sheffield Hallan University Press  
Singapore University Press  
Society for Sedimentary Geology (Tulsa, OK)  
Springer Verlag, Berlin Heidelberg New York London Paris Tokyo  
Springer-Verlag  
St. Martin's Press, Inc.  
Sweets & Zeitlinger Publishers  
Taylor and Francis CRC Press  
The Chinese University Press  
The Haworth Press, Inc.  
The Haworth Press, Inc.  
The University of Hongkong



The University of Michigan Press  
Thomson Learning (Singapore)  
Trans Pacific Press  
Trans Tech Publications, Switzerland  
UBC Press (Vancouver)  
UCL Press (London)  
United Nations University Press  
Universitätsverlag Winter Heidelberg  
University of California Press  
University of Illinois Press  
University of Withwatersrand  
University of Zagreb  
W.B. Saunders Company, A Division of Harcourt Brace and Company  
Westview Press  
Words Publishing House  
World Scientific Publishing Co.  
World Scientific Publishing Co. Pte. Ltd.  
Zed Books Ltd.