

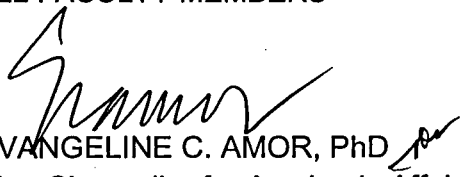
UNIVERSITY OF THE PHILIPPINES
DILIMAN, QUEZON CITY

OFFICE OF THE VICE-CHANCELLOR
FOR ACADEMIC AFFAIRS

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MEMORANDUM NO. OVCAA-ECA 19-293

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

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

SUBJECT : Call for Nominations for the 2019 Gawad Tsanselor sa Natatanging Guro

DATE : 8 February 2019

In line with the upcoming 2019 Gawad Tsanselor, we are disseminating the criteria and the nomination form for the **2019 Gawad Tsanselor sa Natatanging Guro**.

We urge all Colleges and Units to make their local searches and actively nominate any number of their deserving members, provided every nominee is endorsed by Chair/Director/Dean. Any faculty member may nominate to their Chair/Director/Dean their candidate for the final endorsement at unit level. Self-nominations will not be accepted. We have provided a distribution of the number of previous awardees by college/unit in Annex 1 for your information.

The criteria for the 2019 Gawad Tsanselor sa Natatanging Guro award, with a period of reckoning from AY 2015-2016 to AY 2017-2018, are as follows:

1. The nominee must be a tenured faculty member.
2. The nominee must not have been a recipient of the Gawad Tsanselor sa Natatanging Guro in 2016, 2017 and/or 2018.
3. Teaching Accomplishments – Within the 3-year period of reckoning, the nominee must have:

3.1 Rendered continuous teaching service in UP Diliman, with a teaching load credit (TLC) of at least six (6) units per semester for semestral programs or four (4) units per term for trimestral programs

3.2 Obtained a weighted average SET score per term of 1.75 or better

3.3 Implemented teaching innovations (e.g., flipped classrooms, blended learning, social observatories, original learning solutions, etc.)

3.4 Rendered at least four (4) among the different mentoring activities in the University, as listed below:

3.4.1 Mentor* of graduate-level students who have graduated (i.e., mentees who have yet to earn their degrees should not be counted);

3.4.2 Mentor* of undergraduate students who have graduated (i.e., mentees who have yet to earn their degrees should not be counted);

3.4.3 Mentor* of an ongoing or completed graduate thesis/dissertation;

3.4.4 Mentor* of an ongoing or completed undergraduate thesis or final-year project;

3.4.5 Mentor* of student or junior faculty for peer-reviewed research papers or creative works accepted/published;

3.4.6 Mentor* of student or junior faculty for research papers or creative works presented in refereed conferences;

3.4.7 Mentor* of student or junior faculty for creative works presented in a juried exhibit or performance;

3.4.8 Mentor* of students who represent the University in competitions;

3.4.9 Mentor* of a junior faculty/ teaching assistant/ teaching fellow through team teaching/faculty and staff development;

3.4.10 Mentor* providing student support for socio-emotional wellness.

*Mentor as adviser, co-adviser, supervisor, cooperating teacher, coach, critic/reader, or panel member with an official appointment/supporting documents (such as evidence of collaboration).

4. Research/Creative Work Accomplishments – Within the 3-year period of reckoning, the nominee must have:

4.1 Published at least one (1) article in a refereed journal, or published a refereed book chapter, or staged at least two (2) juried exhibits/ curated works, or staged one (1) juried performance, or produced one (1) patent/peer-reviewed design, or produced at least four (4) of the other types of research/creative work outputs specified in Sections II-A and II-B of the nomination form.

5. Extension Service – Within the 3-year period of reckoning, the nominee must have rendered service to any of the following, for each academic year:

5.1 The University

5.2 The nation

5.3 The international community

Note: Nominee must not have been found guilty of administrative or criminal offense especially, involving but not limited to moral turpitude; in case the nominee has a pending administrative or criminal case, there should be no adverse judgement/ruling with finality on said case at the time of the granting of the award.

Please submit the nomination documents through e-mail to ovcaa.oatdiliman@up.edu.ph, and one hard copy to the Office for the Advancement of Teaching on or before **15 March 2019 (Friday), 5:00 PM**.

(Attention: Ms. Adeline D. Intervalo – VoIP 2562). Both soft and hard copy submissions must be complete. Only submissions with complete attachments will be considered.

The nomination form is enclosed. You may also download the form in MS Word format from our website ovcaa.upd.edu.ph/memos.html.

Kindly disseminate this information to faculty members of your college/unit.

Thank you very much.

ANNEX 1: Distribution of Number of Previous Awardees of *Gawad Tsanselor sa Nataang Guro*, by College/Unit, 1995-2018

Cluster and College/Unit	No. of awardees	Percent of Tenured Faculty
Arts and Letters Cluster	33	
College of Arts and Letters	28	
College of Fine Arts	1	
College of Mass Communication	3	
College of Music	1	
Management and Economics Cluster	6	
Cesar E.A. Virata School of Business	5	
School of Economics	1	
Science and Technology Cluster	49	
College of Architecture	2	
College of Engineering	10	
College of Home Economics	2	
College of Science	34	
School of Statistics	1	
Social Sciences and Law Cluster	16	
College of Education	5	
College of Social Sciences and Philosophy	10	
College of Social Work and Community Development	1	
Grand Total	104	

2019 GAWAD TSANSELOR SA NATATANGING GURO NOMINATION FORM

(Reckoning Period: AY 2015-2016 to AY 2017-2018)

DEPT/INST/COLLEGE/UNIT :

NAME OF FACULTY :

DESIGNATION/RANK :

EDUCATIONAL ATTAINMENT *(indicate highest degree earned, name and place of institution, year degree was obtained)* :

NO. OF YEARS TEACHING IN UP DILIMAN :

1. EMPLOYMENT STATUS :

☐ Permanent ☐ Temporary

2. GAWAD TSANSELOR SA NATATANGING GURO AWARDEE IN THE LAST THREE YEARS :

☐ Yes ☐ No

3. TEACHING ACCOMPLISHMENTS

3.1 and 3.2 Teaching Load and SET Scores

Academic Year & Semester/Term		Course Number & Section	Official No. of Students	SET Score	No. of SET Respondents	Weighted Mean* SET Score for the Sem/Term	Total TLC for the Sem/Term
AY 2015-2016	1 st Sem/Term						
	2 nd Sem/Term						
	Summer/ Midyear 3 rd Term						
AY 2016-2017	1 st Sem/Term						
	2 nd Sem/Term						
	Midyear/ 3 rd Term						
AY 2017-2018	1 st Sem/Term						
	2 nd Sem/Term						
	Midyear/ 3 rd Term						

* Weighted mean SET score = $[(A_1 \times B_1) + (A_2 \times B_2) + \dots (A_k \times B_k)] / B_1 + B_2 + \dots + B_k$

3.3 Implemented Teaching Innovations (Sec 3.3)

Type of Teaching Innovation	Details

3.4 Mentoring

3.4.1 Mentor* of graduate-level students who have graduated (i.e., mentees who have yet to earn their degrees should not be counted); *add rows as necessary*

Name of Student	Degree Program	Year Graduated	Thesis/Dissertation Title

3.4.2 Mentor* of undergraduate students who have graduated (i.e., mentees who have yet to earn their degrees should not be counted); *add rows as necessary*

Name of Student	Degree Program	Year Graduated	Thesis Title

3.4.3 Mentor* of an ongoing or completed graduate thesis/dissertation; *add rows as necessary*

Name of Student	Degree Program	Thesis/Dissertation Title	Completed? (Y/N)*

**If completed, please indicate year thesis/dissertation was completed and submit the Approval Page of the thesis/dissertation*

3.4.4 Mentor* of an ongoing or completed undergraduate thesis or final-year project; *add rows as necessary*

Name of Student	Degree Program	Thesis/ Final-year Project	Completed? (Y/N)*

** If completed, please indicate year thesis/final-year project was completed and submit the Approval Page of the thesis/dissertation*

3.4.5 to 3.4.10 Other forms of mentoring (please refer to Memorandum OVCAA-ECA 19-293) add rows as necessary

Role of Nominee	Name of Student/Junior Faculty	Activity	Semester/Term/Year

4. RESEARCH/CREATIVE WORK

Submit the following:

For Research/Refereed Publications:

- For book: Copy of book
- For book chapter/refereed journal article: copy of chapter or article, cover page, copyright page and table of contents
- For journal article indexed by Scopus or Clarivate Analytics: Proof or a print-page from Scopus site or Clarivate Analytics
- Proof of refereeing/independent review process
- Evidence of author's identification with UP (e.g., UP name/ official address as found in the bio notes in books, journal, etc.)

For Creative Work:

- Copy of creative work or description and photos of the work
- Critics' review of the work
- Proof of jurying/independent review process
- Evidence of artist's identification with UP (e.g., UP name/ official address as found in the bio notes in souvenir program, etc.)

Use the following format for your entries:

For publications:

Cruz, J. V., Asuncion, C. J., and Vicente, M. A. (2006). Rare earth elements in the particulate matter of the Philippine Trench, *Cosmochim, Geochim Acta*, Vol. 25 (2), pp. 187-199.

For creative works:

Ellington, Duke, cond. *First Carnegie Hall Concert*. Duke Ellington Orch. Rec. 23 Jan. 1943. Prestige, 1977. LP.

4.1 Research/Artistic Outputs (for each category of output, enter all relevant works following the format given above)

Scopus- or Clarivate Analytics-indexed journal article
Refereed journal article (Papers published in refereed journals not indexed by Scopus or Clarivate Analytics)
Book Local (Books or chapters of a book published by a local academic publisher with national circulation)

Book International (Books or chapters of a book published by an international academic publisher with international circulation)
Juried work National (Exhibits, curated works or performance staged in a national venue)
Juried work International (Exhibits, curated works or performance staged in an international venue)
Patent/Original peer-reviewed design
Refereed Proceedings Local (Paper presentations in local conferences/proceedings published by a local publisher)
Refereed Proceedings International (Paper presentations in international conferences/ proceedings published by an international publisher)
Online Publications
Commissioned works (E.g., papers funded/published by the government, NGOs, and international agencies/organizations, policy papers)
Monographs
Creative Works (E.g., film, radio/TV, visual arts, theater, architecture, literature, music, multimedia platform installations)
Others (E.g., translation of scholarly/creative work)

Points for the above outputs shall be mainly based on the UP Scientific Productivity System (SPS) and UP Arts Productivity System (APS)

4.2 Citations of Published Papers or Creative Works

INDICATE IMPACT FACTOR/H-INDEX, IF APPLICABLE

(The citations should be in papers published for the last (3) years. However, the cited paper can be older than 3 years. List the full bibliographic entry of paper citing the nominee's work.)

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5. EXTENSION SERVICE

Type of Service	Details
a. Administrative work (In the next column, enter information regarding administrative position/s held, office/college/unit of assignment, and specific range/ date of service)	
b. Membership in department/college/ University committees (In the next column, enter information about names of committees, position held in each committee, office/college/ unit of assignment, and specific range/ date of service)	
c. Membership in editorial boards of department/college/University/national/ international publications (In the next column, enter information about name/s of journal/s, position held, and specific range/ date of service)	
d. Membership in academic/professional organizations/civil society groups (List all organizations, position held, and period of membership, and specific range/ date of membership)	

e. Service to the government/private sector/civil society <i>(Specific service rendered and period of service)</i>	
f. Involvement in conferences/seminars/workshops/training programs as organizer, coordinator, or resource person <i>(List all pertinent events, nature of involvement, and inclusive dates of event)</i>	
g. Mentor* of a student from another university <i>*Mentor as adviser, co-adviser, supervisor, cooperating teacher, coach, critic/reader, or panel member with an official appointment/supporting documents (such as evidence of collaboration).</i>	
h. Others	

6. CERTIFICATIONS

1. I certify that I have not been found guilty of any administrative or criminal offense especially, but not limited to involving moral turpitude, or in the instance that there is a pending administrative or criminal case against me, there is no adverse judgment/ruling on administrative or criminal case at the time of my nomination.
2. I attest to the veracity of all the information on this form, including all appended supporting documents.

Printed Name and Signature of Nominee

Designation/Title

Nominated by:

Printed Name and Signature

Designation/Title

Please email the soft copy of the accomplished nomination form with scanned and attached supporting documents to ovcaa.oatdiliman@up.edu.ph and one hard copy of the documents to our office on or before **15 March 2019 (Friday), 5:00 PM.**

Only submissions with complete attachments will be considered.

For questions/clarifications, please contact Ms. Adeline D. Intervalo at VoIP 2562.