



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

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MEMORANDUM NO. OVCAA-ECA 19-466

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 2020 Gawad Tsanselor sa Natatanging Guro

DATE : 21 October 2019

In line with the upcoming 2020 Gawad Tsanselor, we are disseminating the criteria and nomination form for the **2020 Gawad Tsanselor sa Natatanging Guro**.

The Gawad Tsanselor sa Natatanging Guro has been awarded since 1995. The award recognizes faculty members who have outstanding accomplishments, and consistently demonstrated honor and excellence, in teaching, research and public service.

We urge all Colleges and Units to make their local searches and nominate any number of their deserving faculty members, provided every nominee is endorsed by the Chair/Director/Dean. Any faculty member may nominate to their Chair/Director/Dean their candidate for the final endorsement at the unit level. We provide a distribution of the number of previous awardees by college/unit in Annex 1 for your information.

The criteria for the 2020 Gawad Tsanselor sa Natatanging Guro award 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 the last three years (i.e., 2017, 2018 and 2019).
3. Teaching Accomplishments  
Within AY 2016-2017 to AY 2018-2019, 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; and,
  - 3.2 Obtained a weighted average SET score per term of 1.75 or better.

#### 4. Research/Creative Work Accomplishments

Within AY 2016-2017 to AY 2018-2019, the nominee must have accomplished **ANY** one of the following:

- 4.1 Published at least one (1) article in a refereed journal;
- 4.2 Published a refereed book or book chapter;
- 4.3 Staged at least two (2) juried exhibits/ curated works;
- 4.4 Staged one (1) juried performance;
- 4.5 Produced one (1) patent/peer-reviewed design; or,
- 4.6 Produced at least four (4) of the other types of research/creative work outputs

#### 5. Public Service

Within AY 2016-2017 to AY 2018-2019, 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

#### 6. Milestone Accomplishments

Within the span of the nominee's career in the University, s/he must have achieved at least two (2) significant milestones in each of the following areas:

- 6.1 Teaching;
- 6.2 Research; and,
- 6.3 Public service.

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 following documents through e-mail to [ovcaa.oatdiliman@up.edu.ph](mailto:ovcaa.oatdiliman@up.edu.ph), and one hard copy to the Office for the Advancement of Teaching on or before **2 December 2019 (Monday), 5:00 PM**:

1. Cover letter by the nominating unit highlighting how the nominee satisfies the criteria;
2. Duly accomplished nomination form; and,
3. Supporting documents for entries in the nomination form.

The nomination form is enclosed. You may also download the form in MS Word format from our website, [ovcaa.upd.edu.ph/memos.html](http://ovcaa.upd.edu.ph/memos.html). Both soft and hard copy

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

For inquiries, you may reach Ms. Adeline D. Intervalo at VoIP 2562.

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 Natatanging Guro*, by College/Unit, 1995-2019**

<b>Cluster and College/Unit</b>	<b>No. of awardees</b>
<b>Arts and Letters Cluster</b>	<b>34</b>
College of Arts and Letters	28
College of Fine Arts	1
College of Mass Communication	4
College of Music	1
<b>Management and Economics Cluster</b>	<b>6</b>
Cesar E.A. Virata School of Business	5
School of Economics	1
<b>Science and Technology Cluster</b>	<b>50</b>
College of Architecture	2
College of Engineering	11
College of Home Economics	2
College of Science	34
School of Statistics	1
<b>Social Sciences and Law Cluster</b>	<b>17</b>
Asian Center	1
College of Education	5
College of Social Sciences and Philosophy	10
College of Social Work and Community Development	1
<b>Grand Total</b>	<b>107</b>

# 2020 GAWAD TSANSELOR SA NATATANGING GURO NOMINATION FORM

(Reckoning Period: AY 2016-2017 to AY 2018-2019)

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 2016- 2017	1 <sup>st</sup> Sem/Term					
	2 <sup>nd</sup> Sem/Term					
Summer/ Midyear 3 <sup>rd</sup> Term						
AY 2017- 2018	1 <sup>st</sup> Sem/Term					
	2 <sup>nd</sup> Sem/Term					
Midyear/ 3 <sup>rd</sup> Term						
AY 2018- 2019	1 <sup>st</sup> Sem/Term					
	2 <sup>nd</sup> Sem/Term					
Midyear/ 3 <sup>rd</sup> Term						

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

## 4. RESEARCH/CREATIVE WORK

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.

<b>4.1.A Scopus- or Clarivate Analytics-indexed journal article</b>
<b>4.1.B Refereed journal article</b> (Papers published in refereed journals not indexed by Scopus or Clarivate Analytics)
<b>4.2 Refereed book/ book chapter</b> (Books or chapters of a book published by a local/international academic publisher)
<b>4.3 Juried exhibits/ curated works</b> (Exhibits, curated works in a local/international venue)
<b>4.4 Juried performance</b> (Performance staged in a local/international venue)
<b>4.5 Patent/Original peer-reviewed design</b>
<b>4.6.A Refereed Proceedings</b> (Paper presentations in local/international conferences/proceedings published by an academic publisher)
<b>4.6.B Online Publications</b>
<b>4.6.C Commissioned works</b> (E.g., papers funded/published by the government, NGOs, and international agencies/organizations, policy papers)
<b>4.6.D Monographs</b>

**4.6.E Creative Works**

(E.g., film, radio/TV, visual arts, theater, architecture, literature, music, multimedia platform installations)

**4.6.F Others** (E.g., translation of scholarly/creative work)**Required supporting documents\*****For Research/Refereed Publications:**

1. For book: Copy of book
2. For book chapter/refereed journal article: copy of chapter or article, cover page, copyright page and table of contents
3. For journal article indexed by Scopus or Clarivate Analytics: Proof or a print-page from Scopus site or Clarivate Analytics
4. Proof of refereeing/independent review process
5. 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:**

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

\*All supporting documents shall be returned to the nominee after processing

**5. Public Service**

<b>Type of Service</b>	<b>Details</b> <i>(enter information regarding position/s held, office/college/unit of assignment, and specific range/ date of service)</i>
<b>5.1 University</b> (e.g., administrative work, membership in department/college/ University committees, membership in editorial boards of department/college/University)	
<b>5.2 Nation</b> (e.g., membership in editorial boards of national publications, membership in academic/professional organizations/civil society groups, service to the government/private sector/civil society, Involvement in conferences/seminars/ workshops/training programs as organizer, coordinator, or resource person, mentor of a student from another university)	

<p><b>5.3 International Community</b>  (e.g., membership in academic/professional organizations/civil society groups, involvement in conferences/seminars/workshops/training programs as organizer, coordinator, or resource person, mentor of a student from another university)</p>	
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**6. MILESTONE ACCOMPLISHMENTS**

In each of the milestone entry, please specify the following:

- Brief description of accomplishment (not more than 500 words)
- Role/participation
- Start and completion date
- Innovation, outcome, impact
- Supporting documents

*Add rows as necessary*

<b>6.1 MILESTONE ACCOMPLISHMENTS IN TEACHING</b>
6.1.1
6.1.2
<b>6.2 MILESTONE ACCOMPLISHMENTS IN RESEARCH</b>
6.2.1
6.2.2
<b>6.3 MILESTONE ACCOMPLISHMENTS IN PUBLIC SERVICE</b>
6.3.1
6.3.2



## 7. CERTIFICATIONS

7.1 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 the administrative or criminal case at the time of my nomination.

7.2 I attest to the veracity of all the information on this form, including all appended supporting documents.

7.3 I am allowing the Ad Hoc Gawad Tsanselor sa Natatanging Guro Committee to access my SET reports in the CRS.

Note: Should these not be available in the CRS, please submit duly validated SET reports together with this nomination form. Use section 3.1 and 3.2 for this purpose.

7.4 I am giving my consent to the University, through the OVCAA, to use my name, photos, and other pertinent personal information for congratulatory purposes on tarpaulins, and in other public readings.

**Printed Name and Signature of Nominee**

**Designation/Title**

Nominated by:

**Printed Name and Signature**

**Designation/Title**

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Please email the soft copy of the cover letter, duly accomplished nomination form with scanned supporting documents to [ovcaa.oatdiliman@up.edu.ph](mailto:ovcaa.oatdiliman@up.edu.ph) and one hard copy of the documents to our office on or before **2 December 2019 (Monday), 5:00 PM.**

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

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