



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

DILC Building, R. Magsaysay Avenue, UP Diliman, Quezon City 1101
+632 9285107 or +632 9818500 local 2583 | ovcaa.upd@up.edu.ph

MEMORANDUM NO. OVCAA-MTTP 21-050

TO : ALL DEANS, DIRECTORS, HEADS OF ACADEMIC UNITS

FROM : 
Ma. Theresa T. Payongayong
Vice-Chancellor for Academic Affairs

SUBJECT : Applications for the UP Diliman Centennial Professorial Chairs and Faculty Grants (1 January 2021 to 31 December 2021 cycle)

DATE : 28 May 2021

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 January 2021 – 31 December 2021 Cycle) are now open for applications. The online application form may be accessed through <http://bit.ly/2021UPDCentennialForm>. Faculty will need their UP webmail (@up.edu.ph) to log-in.

To qualify, a regular faculty member must satisfy the following requirements:

1. Have a doctoral degree;
2. Show proof of research or creative output; and
3. Show proof of mentoring.

The faculty member must submit **one research or creative output that came out during 1 January 2019 to 31 December 2020**. Please note in the attached guidelines the types of publications that may NOT be considered. Current holders of a privately-funded professorial chair or faculty grant amounting to P10,000.00/month are not qualified for this cycle.

The application documents shall include the following:

1. Accomplished online application form.
2. Documentation of the mentoring, research or creative output submitted for award consideration (**to be uploaded in the application form**); and
3. Accomplished endorsement form: <https://bit.ly/2021UPDCentennialEndorsement> (**to be uploaded in the application form**)

UPDC Professorial Chair and Faculty Grant awardees will receive Php 100,000.00 and Php 75,000.00, respectively.

Please accomplish the online form on or before 31 July 2021 (Saturday).

Thank you for your cooperation.

**UPD CENTENNIAL PROFESSORIAL CHAIRS AND FACULTY GRANTS
(1 January 2021 – 31 December 2021 Cycle)
Period of Reckoning: 1 January 2019 – 31 December 2020**

GUIDELINES

Please note that the [application form](#) is only available online; it is not downloadable. You will need your UP webmail (@up.edu.ph) to access the form. The form allows you to save your responses. In case you are unable to finish it in one go, you can come back and pick-up where you left off.

Only submissions with complete attachments using the online form will be considered.

It is advisable to prepare all documentary attachments and obtain the signatories of the [endorsement form](#) before filling-out the application.

Kindly note that there is a 1GB limit for each of these files so please check the size of your files before uploading.

1. Complete copy of research/creative work (e.g., pdf of journal article, book chapter, creative word)

1.1 Submit one entry within the period of reckoning. Actual publication dates of the research/creative output and NOT data object identifiers (DOI's) should be within the period of reckoning.

1.1.1 For *book chapter/refereed journal article/creative work*: please include the cover page, copyright page and table of contents in the file to be uploaded

1.1.2 For *journal article indexed by Scopus or Clarivate Analytics*, include link in the details of publication

1.1.3 For *creative works*: elaborate description of work, review of critics, photo of work, and other attachments deemed necessary by the nominee

1.2 Additional supporting documents for research/creative work from publishers not listed in Scopus/Clarivate Analytics and/or not included in OVPAA-approved list of local and academic publishers

1.2.1 Proof of independent review process (i.e., Certification of the review process from the editor)

1.2.2 Proof of publishers' reputable track record (i.e., follows academic editorial conventions/process)

1.3 Make sure that the nominee's identification with UP is indicated in the website provided or in the file uploaded. If the identification with UP is not in the byline, include the section of the article/book where it can be found in the file to be uploaded.

2. Proof of mentoring

Submit appointment as mentor or certification from the unit. The period of mentoring activity should be within the period of reckoning.

3. Endorsement form: signed by the applicant, chairperson, and dean/head of unit
Access form here: <http://bit.ly/2021UPDCentennialEndorsement>

Publications **NOT** considered are the following:

- Abstracts, poster presentations
- Proceedings of conferences, congresses, symposia that are NOT published as full peer-reviewed articles
- Handbooks, Textbooks, Manuals, Monographs
- Final reports and other documents of contract projects: Commissioned works without independent review
- Review articles and comments; Articles/opinions in magazines
- Country/position papers and/or reports
- Theses, dissertations
- Entries in encyclopedias
- Research notes in ISI journals that are one page or less
- Short communication
- 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.

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%.