



The University of the Philippines

GAZETTE

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TABLE OF CONTENTS

Pages 1-8

1291st MEETING, 30 SEPTEMBER 2013

MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

A.	<u>1290th Meeting, 30 August 2013</u>	
1.	On the Naming Rights of Academic Units	9-10
2.	Committee to Review Articles 330, 430 and 431 of the University Code	10-15
3.	Update on the STFAP Reform	
3.1	Additional document submitted by Regent Albarracin for consideration/discussion	15-19
4.	On the Streamlining of UP's Academic Programs	19
5.	On the Revised Guidelines on Referrals and Admission of UP Employees and Students to PGH	19
6.	On UP's Capital Outlay Expenditures (2012)	19
7.	Listing of Students under Brackets C, D, and E	19
B.	<u>1284th Meeting, 4 December 2012</u>	
1.	UP Visayas' Plan for Replenishment of Retiring PhD Degree Holders	19-20

REPORT of the PRESIDENT and other SECTORAL REGENTS

A.	REPORT OF THE PRESIDENT	20-27
B.	REPORT OF THE FACULTY REGENT	27-28
C.	REPORT OF THE STUDENT REGENT	28-31
D.	REPORT OF THE STAFF REGENT	31-32

MATTERS SUBMITTED FOR APPROVAL BY THE BOARD

GENERAL GOVERNANCE

A.	Appointment of University Officials	32
----	---	----

ACADEMIC MATTERS

A.	Renaming of Two (2) Professorial Chairs in the College of Engineering, UP Diliman, <u>FROM</u> William Liu Professorial Chair <u>TO</u> Primary Group of Builders Professorial Chair Award in Engineering	33
B.	Graduation of Students Who Completed All the Requirements for their Respective Degrees/Titles as of the End of Second Semester, the Third Trimester, and Summer AY 2012-2013 of the <u>UP Open University</u> as Recommended by the UPOU University Council at its 43 rd Meeting on 14 August 2013	33
C.	Graduation of Students Who Completed All the Requirements for their Respective Degrees/Titles as of Summer AY 2012-2013 of <u>UP Mindanao</u> with CLEAR RECORDS and NO PENDING CASES, as Recommended by the University Council of UP Mindanao at its 39 th Meeting on 12 August 2013	33

FISCAL MATTERS

A.	Realignment of UP Diliman's CY 2013 Programmed Funds as Approved by the Board of Regents at its 1288 th Meeting held on 20 June 2013 in the Amount of Php351,447,523.20, Certified as Available by the UPD Budget Office and Accounting Officer	34
----	--	----

B.	Programming of Excess Income in CY 2010-2011 of UP Manila in the Amount of Php4,997,941.77, Certified as Available by the UPM Chief Accountant	34
C.	Programming of Prior Year's Excess Income for CY 2011 of UP Baguio in the Amount of Php21,364,186.01, Certified as Available by the Chief, Budget Office and Chief Accountant of UP Baguio	35
D.	Request for Funding Source for the Project Cost of Interconnectivity of Various UP Constituent Universities Specifically for CY 2013 and CY 2014	35
E.	Proposed Utilization Plan of the Asian Institute of Tourism, UP Diliman, for the Twenty Per cent (20%) Undergraduate Tuition Fee Increment (UGTFI) Share of the Institute, as Favorably Endorsed by UP Diliman Chancellor Caesar A. Saloma	35
F.	Revised Utilization Plan as Proposed by the School of Economics, UP Diliman, for the Twenty Per cent (20%) College Share of the Undergraduate Tuition Fee Increment (UGTFI), as Favorably Endorsed by UP Diliman Chancellor Caesar A. Saloma	36
G.	Utilization Proposal of the School of Urban and Regional Planning (SURP), UP Diliman, for the Twenty Per cent (20%) Share in Graduate Tuition Fee Increment (GTFI), as Favorably Endorsed by UP Diliman Chancellor Caesar A. Saloma	36
H.	Revisions in Funds Utilization for the College of Education, UP Diliman, as Favorably Endorsed by UP Diliman FPOC and Chancellor Caesar A. Saloma	36-37
I.	General Construction Agreement between the University of the Philippines and the New TBP Construction and Development Corporation (Contractor)	37

ADMINISTRATIVE MATTERS

A.	Proposed Terms of Reference (TOR) to Invite Offers: Procurement Augmentation Consulting Services for the UP System	37-38
B.	Request for Temporary Waiver of Faculty Tenure Rule	38-39
C.	Appointment of Faculty	39-41

MATTERS SUBMITTED FOR CONFIRMATION BY THE BOARD

GENERAL GOVERNANCE

- A. Confirmation of the Approval of Appointment of Atty. MARK ANTHONY M. GAMBOA as Director for Procurement Operations, Office of the Vice President for Administration, UP System, effective 27 September 2013 to serve at the pleasure of the Vice President for Administration 41

ACADEMIC MATTERS

- A. Agreements/ Contracts
- UP System
1. Memorandum of Understanding between the University of the Philippines through the College of Education and the University of Melbourne, Australia 42
 2. Memorandum of Agreement between the University of the Philippines and Dr. Caesar A. Saloma, Grantee 42
 3. Extension of the Memorandum of Understanding on Academic Exchange Programme for Students and Extension of the Joint Declaration of Cooperation between the University of the Philippines and the Kagoshima University, Japan (1st Renewal) 42
 4. Memorandum of Understanding between the University of the Philippines and the Yokohama City University 42
- UP Diliman
1. Agreement on the Implementation of Student Exchange Program between the University of the Philippines and the Meiji University, Japan 42
 2. Student Exchange Agreement between the University of the Philippines through the Cesar E. A. Virata School of Business and The Ecole Superieure Des Sciences Commerciales D'Angers (ESSCA), Paris 43
 3. Memorandum of Agreement between the University of the Philippines through the College of Engineering and the Dev-Touch Information System, Inc. 43

4.	Memorandum of Agreement between the University of the Philippines through the Institute for Small-Scale Industries (ISSI) and the Department of Trade and Industry – Bureau of Micro Small and Medium Enterprise Development (DTI-BMSMED)	43
5.	Memorandum of Agreement between the University of the Philippines through the Institute for Small-Scale Industries (ISSI) and the National TVET Trainers Academy (NTTA)	43
6.	Memorandum of Agreement between the University of the Philippines through the Institute for Small-Scale Industries (ISSI) and the Department of Environment and Natural Resources (DENR) – Protected Areas and Wildlife Bureau (PAWB) (Implementing Partner)	43-44
7.	Two (2) Contracts of Service between the University of the Philippines through the Asian Institute of Tourism and the Tourism Infrastructure and Enterprise Zone Authority (TIEZA)	44
8.	Memorandum ng Kasunduan sa panig ng Unibersidad ng Pilipinas sa pamamagitan ng Sentro ng Wikang Filipino (SWF) at ni JONATHAN C. MALICSI (Awtor)	44
9.	Memorandum of Agreement between the University of the Philippines through the Sentro ng Wikang Filipino and the National Commission for Culture and the Arts (NCCA)	44
10.	Memorandum of Agreement between the University of the Philippines, Diliman, through the College of Engineering and the Philippine Council for Industry, Energy and Emerging Technology Research and Development (PCIEERD)	45
11.	Memorandum of Agreement between the University of the Philippines through the National Hydraulic Research Center (NHRC), College of Engineering and the Department of Environment and Natural Resources (DENR)	47
12.	Memorandum of Agreement between the University of the Philippines through the Law Center and the Bureau of Customs (First Party)	45
13.	Memorandum of Agreement among the University of the Philippines through the College of Mass Communication, Rural Empowerment Assistance & Development Foundation, Inc. (READ), and the Aurora Polytechnic College (APC)	45-46

FISCAL MATTERS

UP Diliman

- 1. Contract of Lease between the University of the Philippines and the National Council of Churches of the Philippines (Lessee) through the Church of the Risen Lord 46

MATTERS SUBMITTED FOR INFORMATION OF THE BOARD

- A. Letter dated 8 August 2013 of SILVERIO CABELLON, Jr., MD, President of the University of the Philippines Medical Alumni Society in America (UPMASA) Regarding a Plan to Establish a New Medical School and a New Hospital Center in the UP Diliman Campus 46
- B. Delegated Authority to the President subject to INFORMATION of the Board
 - 1. Revised Academic Calendar of UP Diliman for AY 2013 – 2014 47
 - 2. Revised Academic Calendar of UP Manila for AY 2013-2014 47
- C. Contracts/Agreements 48-49

UP System

- 1. Notice of Award granted to Imax Technologies Incorporated 48

UP Diliman

- 1. General Construction Agreement between the University of the Philippines and the T&D Power Systems Corporation (Contractor) .. 48

UP Open University

- 1. Contract for Services between the University of the Philippines Open University and the Phileosoft IT Services (Provider) 48

UP Cebu

- 1. Notice of Award granted to Rex E. Morales Construction 48

D. Notice of Award

UP Cebu

- 1. Alleyway Construction 48

OTHER MATTERS

A.	Request to Purchase Two (2) New Vehicles by the Agricultural Mechanization Development Program (AMDP) of the Institute of Agricultural Engineering, College of Engineering and Agro-Industrial Technology (IAE-CEAT), UP Los Baños, with an Estimate Amount of Php2,668,000.00 Chargeable vs. University Revolving Fund, Code 9312832	49-50
B.	Request Permission to Cut a Cotton Tree Located at Kalayaan Hall, a Student Dormitory	50-51
C.	On Professor Emeritus Appointment	51-52
D.	On Reneging Fellows	52

EXECUTIVE ORDER

A.	EXECUTIVE ORDER No. PAEP 13-06: Amendment to Executive Order No. PAEP 13-05 (UP Press Bookstore at UP Baguio)	53
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ADMINISTRATIVE ORDERS

A.	ADMINISTRATIVE ORDER NO. PAEP 13-79: Creation of a Committee on PBB 2013	54-55
B.	ADMINISTRATIVE ORDER NO. PAEP 13-80: UP Leadership Workshop	55-56
C.	ADMINISTRATIVE ORDER NO. PAEP 13-81: Task Force to Formulate a Comprehensive Business Plan for the UP Professional Schools Bonifacio Global City (BGC)	56-57
D.	ADMINISTRATIVE ORDER NO. PAEP 13-82: Special Detail of Dr. Jaime D.L. Caro as <i>eUP</i> Project Director Under the Office of the President	57-58
E.	ADMINISTRATIVE ORDER NO. PAEP 13-83: Constitution of a Committee to Review Applications for Research Dissemination Grant (RDG) and Monitoring of Deliverables	58-59
F.	ADMINISTRATIVE ORDER NO. PAEP 13-85: Resolution of Audit Findings on Internal Audit of Cash	59-60
G.	ADMINISTRATIVE ORDER NO. PAEP 13-86: Appointment of Prof. Abraham P. Sakili as Additional Member of the Committee on the Sablay ...	60

H.	ADMINISTRATIVE ORDER NO. PAEP 13-88: Dr. Nestor O. Rañeses as Officer-in-Charge of the University, 25-28 September 2013	61
I.	ADMINISTRATIVE ORDER NO. PAEP 13-89: Creating an Ad Hoc Committee to Formulate a UP Naming Rights Policy for Academic Units and Programs	61-62
J.	ADMINISTRATIVE ORDER NO. PAEP 13-90: Creating a Committee to Review the Policies and Guidelines on the Selection and Appointment of Chancellors and of Deans and Directors of Principal Units	62-63
K.	ADMINISTRATIVE ORDER NO. PAEP 13-91: Dr. Lisa Grace S. Bersales as Officer-in-Charge of the University, 3-6 October 2013	63-64

MEMORANDA

A.	MEMORANDUM NO. PAEP 13-26: Inquiry on Having Open Admission to UP High School Cebu	64
B.	MEMORANDUM NO. PAEP 13-27: Merit Incentive II for CY 2013	65-66
C.	MEMORANDUM NO. PAEP 13-28: 2013 Third and Fourth Rice Subsidy/Allowance	67

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DECISIONS OF THE BOARD OF REGENTS

1291st MEETING, 30 SEPTEMBER 2013

MATTERS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

Chair Licuanan proposed that important issues under “Matters Arising from the Minutes” be combined with the President’s Report since the items would be of similar concerns.

A. 1290th Meeting, 30 August 2013

1. **On the Naming Rights of Academic Units**

With the Board’s clarification during the last meeting (1290th BOR meeting, 30 August 2013) and the subsequent approval of the Minutes, the Board could now communicate to the college the meaning of the term “hold in abeyance”. The CBA is also advised to conduct extensive consultations and respond to the issues raised against the renaming of the college.

Staff Regent Ramirez proposed the creation of a Regents’ Committee to study her proposal to rescind the renaming of the CBA. The creation of the committee would eventually lead to the development of university guidelines on the naming of colleges or schools. Staff Regent Ramirez added that she knew that the proposal of CBA has been returned to the college for further study. As such, in order for the college to go about the process again, it would need the guidelines.

President Pascual reiterated his previous position that when the renaming of CBA was approved, it was clear to the Board that it was a one-off decision since there were no guidelines at that time. But the Board also decided to ask the Administration to initiate the development of such guidelines. In line with this, the President had created a committee to formulate policies and guidelines for naming rights associated with academic units and academic programs. The Committee shall conduct consultations and hopefully, the guidelines will be finished by the end of November 2013. The experiences gained from the renaming of CBA should be a good input to the formulation of the guidelines.

Responding to the query of Chair Licuanan about the earlier statement of Staff Regent Ramirez on the instructions of the Board to the CBA, Faculty Regent Abadingo reported that she has met with some senior faculty members of the CBA and tried following up on their reactions to the issues raised against the renaming of their college to Cesar E.A. Virata School of Business. The response was that they were waiting for a copy of the excerpt of the Minutes and instructions from the Board before they respond to the issues

The Staff Regent asked if the Board could set a deadline for the CBA and pursued her suggestion that a Regents' Committee be formed to study the issues related to the renaming of the college.

Chair Licuanan advised the Board not to resort to creating a Regents' Committee as this was essentially the responsibility of the college. The Board wanted to be ascertained that the college followed the right procedures. She emphasized that the only thing missing in the procedure was the widespread consultation, and she surmised that the college would be able to respond to that once they get the official communication from the Board. The Chair reiterated her call that all these actions be undertaken the soonest possible time and for the issue to be settled with finality by the October 2013 Board meeting to be fair to all parties concerned.

Student Regent Melgarejo raised her concern that if consultations would be held in October, the students would already be going home for the semestral break.

Staff Regent Ramirez reiterated that there was a petition paper with almost one thousand signatures from the students including those from the CBA that sought to revoke the renaming of the college.

Board Secretary De Las Llagas informed the Board that the excerpt of the Minutes (i.e. 1290th BOR meeting) would be released once the Minutes of the meeting have been approved by the Board. However, she said as of 4 September 2013, the OSU had sent the Office of Chancellor of UP Diliman a narration of the different issues concerning the renaming of the college for the Chancellor's perusal and appropriate action.

The Board agreed that after the September 2013 meeting, the Secretary would send the official communication to Chancellor Saloma to ensure that proper consultations are done by the College of Business Administration.

2. Committee to Review Articles 330, 430 and 431 of the University Code

President Pascual gave the following account of the progress of reconciling the varied views on Articles 330, 430 and 431 of the University Code as presented in the matrix which he distributed from the floor:

- a. That he came up with a formulation that is essentially an operationalization of the policy approved by the Board on 12 April 2013 that says "No qualified student shall be denied access to UP education due to financial incapacity." The revision of the codal provisions is to ensure that this policy is observed in practice.
- b. That the implementation of revised articles should be done in conjunction with the loans available from the Student Loan Board and the discounted tuition under the Socialized Tuition and Financial Assistance Program or STFAP.

- c. That he was presenting his proposed formulation not to seek formal Board approval yet as it must first go through a process of consultation with the President's Advisory Council (PAC) and the Sectoral Regents. Meanwhile, the Sectoral Regents could already use the formulation for their sectoral consultations.
- d. That the original Article 330 is part of the University Code section pertaining to admission of students into the University and admission of students into the classroom; that the said provision is strict in the sense that if the student is not matriculated, he is not allowed to attend classes.
- e. That even if this strict provision is kept, it is no longer a constraint for a student suffering from financial incapacity to attend classes because of the availability of the Student Loan Program under the Student Loan Board. The rules have been liberalized to allow loans up to 100% of the tuition and other fees required.
- f. That the essence of the proposed revision of Article 330 is still to ensure that the University has a complete record of all its students; therefore, all students must be duly registered before they attend classes. Thus, if the non-completion of the student registration is due to inability to pay the required tuition and other fees, the student may apply for a loan to make the payment.¹

Chair Licuanan asked President Pascual if the loans are available and the President answered in the affirmative. However, the students applying for loan must do the requisite paper work.

Chair Licuanan asked the President if the paper work had been simplified as it has been criticized as a bit overwhelming.

President Pascual told the Board that the enrolment for the first semester of SY 2013-2014 had been smooth and there were no reports of students not being able to proceed with their registration. Old students had also been accommodated which makes the impact of this article less urgent.

President Pascual mentioned that the succeeding two Articles, 430 and 431, belong to the University Code section on the loan program under the Student Loan Board and the revisions being proposed are for the purpose of complying with the above-cited policy adopted by the Board.

The original Article 430, according to President Pascual, states that students who are not able to settle their loan accounts with the Student Loan Board on their final due date shall be notified together with their parents and/or guardians of their past due obligations. The matter of notifying the parents and/or guardians is important to be retained, so the parents are duly reminded to provide

¹**Proposed Revision of Article 330 for BOR approval:** All students must be duly registered before they are allowed to attend classes. A student who is unable to pay the required tuition and other fees due to financial incapacity may apply for a loan from the Student Loan Board to complete the registration.

the money needed to repay the loans. The old article provides that such indebtedness must be paid in full one month before the final semestral examination begins. If this provision is abandoned, the student will not be prevented from taking the examination and being given a grade.

Regent Gonzalez-Montinola expressed that there should be some procedure to assist or ensure that loans are paid. President Pascual said that the procedure is in Article 431, which should be taken together with Article 430.

President Pascual explained the proposed revision of Article 431 would state that “...*in no instance shall a student, who has unpaid loan obligations due to financial incapacity as attested to by his/her parents, guardians or professors, in an appeal endorsed by the Dean, and approved by the Chancellor, be barred from registering for and attending his/her required classes.*”

However, the student has to settle his or her loan account in full as a condition for the release of his/her diploma, transcript of record, clearance, and other academic credentials.

President Pascual further elaborated on the implementing rules of Article 431, as follows:

- a. If a qualified student has an unpaid loan by the end of a given semester and he/she wishes to register the following semester, he/she shall submit an appeal letter duly attested to by his/her parent/guardian or professor addressed to the concerned Dean explaining the nature of his/her financial incapacity. If the appeal is found meritorious, the Dean shall endorse it to the Chancellor for decision before the end of the registration period of the concerned semester. A favorable decision shall enable the student to register and apply for another loan. This is round two where the student has an unpaid loan on the first semester and on the second semester, the student will again be allowed to borrow despite an outstanding obligation.
- b. The second implementing rule allows a student to avail a loan for three consecutive semesters. If the loans remain unpaid, the student shall submit an appeal letter duly attested to by his/her parent/guardian or professor addressed to the concerned Dean explaining why he/she failed to repay the loans. If needed, the appeal may include a request for assistance for a long term solution to the student’s financial predicament.
- c. If the appeal is found meritorious, the Dean shall endorse it to the Chancellor for decision before the end of the registration period.
- d. So that the student does not need any more to incur further loans from the Student Loan Board, the concerned Constituent University shall exert all efforts to assist the student to find the appropriate solution through scholarship, student assistantship, a study now pay later plan (if available), or re-bracketing under STFAP. If the student is able to justify being re-bracketed as E1 or E2, then the tuition and the other fees will be fully waived.

President Pascual continued that he does not anticipate a situation where a student will borrow indefinitely due to financial incapacity without a permanent solution being found. The key point was that the student has to show proof that his/her inability to pay is due to financial incapacity.

Chair Licuanan summarized the key points of the President by saying that the process goes on for a maximum of three cycles, after which, a permanent solution has to be found.

With the introduction of eUP, the President hopes that instalment payments could be implemented in the future to reduce the need to provide loans for bridge financing (i.e. bridging the gap between the time tuition has to be paid before the start of the semester, and the time wherein periodic salaries are received by the breadwinner in the household).

Regent Congressman Romulo sought clarification on Article 431 stating that the proposed article says “...*be barred from registering for, attending his/her required classes...*” and asked if the student would also be allowed to take all examinations. President Pascual replied in the affirmative, and added that the student would also be given grades.

Regent Congressman Romulo requested for additional information about the documentary requirements for student loans because it might not turn out to be as intended, especially if it takes too much time to comply with the requirements.

Additionally, Regent Congressman Romulo referred to item number 2, page 3 of the matrix, in which the last line states: “*so the student does not anymore incur further loans from the Student Loan Board, the concerned Constituent University will exert all efforts to assist the student to find the appropriate solution.*” He expressed concern on the phrase “exert all efforts” because he found it to be quite subjective as this could be used as a potential defence by the Dean, Chancellor or the Board.

President Pascual said he realized that and this was picked up from the proposal of the JFK Alliance who proposed the terms. He emphasized that for the purpose of addressing tuition fee concerns, the University should not just exert all efforts but find a solution.

At this point, Chair Licuanan suggested finding the proper language that is fully reflective of the University’s commitment. She suggested saying that “a permanent solution should be found.”

Regent Gonzalez-Montinola proposed an intervention that can take place in various stages. For instance, in Article 430, there is a notification of outstanding loan accounts to the parents/guardian of the student. Then in Article 431, there is a provision that states that “*at the end of the three (3) cycles, a long-term solution will be found.*” The presumption is, at the first sign of inability to pay tuition, maybe discussions with the student should already take place in terms of giving assistance and being able to find a long-term solution. She asked if at the college level, a group could be created, or if it is already in existence, its functions could be enhanced to undertake this task.

The President agreed that setting three (3) semesters was arbitrary. He explained that the reasons given by the students for their inability to pay tuition shall be monitored through their letters of appeal. He described situations in the University where the inability to pay could be due to a change in financial circumstances, such as the father losing his job. However, within a year, the father might be able to get another job; thus, giving a permanent solution prematurely might overshoot the requirement of the family. This is the reason why a professor will be among those who would attest to the veracity of the student's appeal.

Regent Congressman Romulo also quoted Article 431, "*...in no instance shall a student, who has unpaid loan obligations due to financial incapacity as attested to by his or her parents/guardians or professors endorsed by the concerned Dean and approved by the Chancellor...*" and expressed his apprehension on the last phrase of the provision as this may lead to subjective decisions. He stressed that the decision to be made should be backed up by documents.

President Pascual assured Regent Congressman Romulo that a procedure is in place to ensure the University's interest is protected in all the constituent universities.

Regent Congressman Romulo reiterated his point that objectivity be exercised by the Dean and the Chancellor in arriving at their decisions. One way of doing this is to come up with a list of requirements that must be submitted by the students as proof of their financial incapacity. Thus, decisions to be made are not subject to discretion at all levels of the decision makers.

President Pascual agreed with the suggestion of Regent Congressman Romulo and expressed his experience with students' strong resistance in submitting documentary requirements. For instance, students would argue that their parents are in the provinces, or they have difficulty in getting their parents' Income Tax Return or certification from the barangay. But he assured the Board that the University would do its best to strike a balance between the students' need and UP's protection.

Chair Licuanan cautioned the Board in striking a balance between helping the students, by recognizing at an early stage their needs, and the danger of coming up with arbitrary decisions. She stressed that despite the availability of policies, procedures and guidelines, without someone or a group proactively making sure that these things are being considered, this mechanism might result to a "diffusion of responsibility."

President Pascual assured Chair Licuanan that every constituent university has an Office of Student Affairs (OSA) that attends to students' needs, such as scholarships and STFAP.

Regent Gonzalez-Montinola asked if the OSA has the capacity to execute the procedures required for the implementation of the proposed revisions to Articles 430 and 431. She also brought up the possibility of expanding their role to render the tasks of an Office of Financial Aid, similar to other schools.

President Pascual said that the proposed STFAP reforms would strengthen this operational need in every campus but expressed concern over the number of campuses that needs to be serviced by a centralized office. What is noteworthy about the proposed STFAP Reform is the decentralization of decision-making.

Faculty Regent Abadingo similarly expressed her concern on the manner of implementation of the proposed policies. She cited as example the existing rule *“No one is supposed to be allowed to enter his classes if he/she has not paid his/her tuition.”* She said many campuses exercise maximum tolerance in the implementation of this policy. One campus, however, opted to implement the policy strictly. Thus, the University was faced with a problem. She asked how the University should act on this matter, specifically, the people implementing the rules.

President Pascual replied that the University will strengthen the offices through the proposed reform of the STFAP. He enumerated the things that must be done, namely:

- a. Capacity-building of the personnel who will handle the situation, and
- b. Discuss this strategic need with the Chancellors to ensure uniformity in the implementation of the policy.

Chair Licuanan affirmed the President’s action plan towards uniformity in interpretation of the proposed codal provisions.

Regent Congressman Romulo further pursued his point on the development of some objective criteria within the purview of the students’ resistance to submit documents, which may entail economic cost for them. He gave an example to illustrate his view. With the assistance of the University Legal Office, the University can request the BIR to provide UP with the required documents to lessen the arbitrary way in addressing this problem.

Chair Licuanan proposed looking at the problems, concerns, or reasons behind the students’ resistance in submitting documents as proof of their financial incapacity.

President Pascual assured the Board that he would address all the points raised and determine the basic documents to establish certain claims as facts.

Chair Licuanan commended the President on the update and the good work the Administration is doing.

3. Update on the STFAP Reform

3.1 Additional document submitted by Regent Albarracin for consideration/discussion

Financial Implications of proposed STFAP Reforms

President Pascual summarized some developments which include:

- a. The pressure on STFAP has lessened due to the policy of allowing loans up to 100% of tuition and other fees. There are only few of these cases in the University at this time.
- b. Increasing the efforts to get more poor students admitted in UP.

The April 2013 President's presentation to the Board on the Proposed STFAP Reforms and the corresponding financial implications of the proposed changes were mentioned by President Pascual as reference to the proposed gradual implementation of changes that will have direct financial consequences to the University. However, it is difficult to anticipate the potential impact of change on the exact number of students who will be classified into the different brackets. Actual experience is needed to determine the financial implication.

The maximum financial impact had been estimated and the measures to make the full implementation of STFAP truly responsive have been identified (presented during the 1287th BOR Meeting, 12 April 2013). The impact is estimated to be close to Php1 Billion per year in terms of reduced tuition income and increased out-of-pocket expense for the stipend of students in the lowest bracket.

MORES Socio-economic Classification Survey Instrument

The testing of the MORES Socio-economic Classification Survey instrument, which marketers use to classify households was approved by the Board on 12 April 2013. The instrument was developed by the Marketing and Opinion Research Society of the Philippines, together with the NSO and the UP School of Statistics. The testing was conducted between May and September 2013 and the results of the testing were satisfactory.

President Pascual described the key elements of the proposed STFAP reforms against the following realities: A number of students claim to be misbracketed. Those who should be in the lower bracket sometimes end up two or three brackets higher. The possible reasons for this could be that the predicted income model being used has become outdated. The special indicators, which are no longer good indicators, would include going on trips abroad. This is an indicator of being rich and the student is automatically bracketed as A. However, with the availability of very cheap fares nowadays, anyone can travel.

The reforms are:

- a. To do away with the current predicted income model and the special indicators;
- b. To use an instrument based on the MORES Socio-economic Classification Survey Instrument;
- c. To use a two-page form to be accomplished by students applying for STFAP instead of the fourteen-page form currently being used;
- d. Only two indicators are needed: (a) the MORES Survey Instrument; and (b) declared household income, which has been modified to include other sources of income that are not currently captured.

Chair Licuanan clarified if there was pre-testing done on the instrument.

Vice President for Planning and Finance, Dr. Lisa Bersales, said that the instrument was based on 35,000 households in the family income and expenditure survey of 2009 of the National Statistics Office.

Chair Licuanan further asked if the instrument had been pre-tested in UP.

VP Bersales explained that a computation was done for the prediction performance and the results were very good. The instrument was also tested through an online survey which was participated in by about 10,000 UP students.

President Pascual informed the Board that Vice President Bersales was one of the key developers of the MORES instrument. He had also informed the Board that the Simplified Bracketing System will be applicable to new students coming in during AY 2013-2014, as well as students who are appealing for re-bracketing.

Financial implications of STFAP Reforms on SHS

Faculty Regent Abadingo raised her concern regarding the financial implications of the STFAP reforms per campus, with special reference to the UP Manila School of Health Sciences, where all students are “Iskolars ng Bayan”, and do not pay tuition. With the upgraded benefits of STFAP, she asked if the System would subsidize or help campuses which may not be able to implement the financial requirements of the program.

Vice President Bersales responded to Faculty Regent Abadingo that the administration is having a special study on the School of Health Sciences (SHS). She also informed Faculty Regent Abadingo that she is reviewing all BOR approvals regarding SHS.

President Pascual apprised the Board about the UP Manila provincial School of Health Sciences (SHS) located in Palo, Leyte, Baler, Quezon and Koronadal, Cotabato. According to President Pascual, the respective Local Government Units (LGUs) assume the financial responsibility for the operation of the schools. The University could not afford to be lenient, otherwise, it would absorb all the costs of running the schools and that would not be possible.

He said the reform process would be done gradually so that data would be gathered in the process and these would be used as basis for estimating the overall financial implication of the change. There would always be financial implications and UP is embarking on a calculated risk in doing this. He assured the Board that Vice President Bersales is vigilant in ensuring the financial ability of the University in any activity that it undertakes.

No changes to cut-offs of E1 and E2 brackets

Regent Congressman Romulo wondered why the University is still in the process of studying the STFAP Reforms Proposal considering that in Annex C (specified amount for the brackets), it showed that if there was going to be any

change, Brackets E2 and E1 were to be included. Based on NSO's submission to Congress, these brackets would constitute the majority of citizens requiring more assistance. Regent Congressman Romulo asked why these two brackets were not considered during the process of adjustment.

President Pascual explained that the query of Regent Congressman Romulo was the second element of the proposal. E1 and E2 bracket cut-offs were not touched because the upper limit of Bracket E1 represents the current minimum wage. The cut-off E2 is presumably the definition of poverty in the country. Therefore, Brackets E1 and E2 are given 100% waiver of tuition.

Increasing the monthly allowance of E2 students

The other element is the monthly allowance. President Pascual discussed the proposal to increase the monthly allowance of E2 students from Php2,400 to Php3,500. This amount is not high relative to DOST's stipend of Php4,500.

The reason behind the University's proposed cost was based on the notion that the obligation of UP as a University is to make sure that the tuition is affordable. The University cannot assume the responsibility for all the financial needs of the students, but it would do its level best. However, the full financial obligation should not rest on the University alone.

President Pascual pointed out that all students in UP are subsidized, including those in Bracket A, as the Regents may have noted. He said if the UP MOOE and PS for academic units are to be combined and divided by the number of UP students, the real cost of UP education per student would be more than Php100,000. However, the highest paying students (Bracket A) are only charged around Php50,000 to Php54,000 per year.

Taking into consideration the budget allocation plus income, the University expenditure was as much as Php150,000 per student. This figure is comparable with the full tuition of Ateneo de Manila University which is about Php160,000 per year but lower than De La Salle's tuition of Php180,000 per year for non-laboratory courses and Php210,000 per year for those with laboratory classes.

The following comments were given by Regent Gonzalez-Montinola:

1. She agreed with Regent Congressman Romulo on the E1 and E2 brackets with a suggestion to make the corresponding adjustments.
2. She wants all parents, specifically the Bracket A parents, to know that UP is heavily subsidizing their children and to encourage them to be more generous in supporting the University. They should be informed of the real cost of UP tuition and how much they are only paying.
3. She wants to explore the possibility of increasing UP's donation schemes.

President Pascual shared Regent Albarracin's opinion that UP should have the Super Bracket A. Regent Albarracin proposed that families with income of Php2 Million and above should be asked to pay a minimum of Php100,000 in

student fees. This suggestion must be explored to ensure that there are adequate funds to support the operations of the University, including financial assistance that the University needs to give to some students. He concluded the discussion by saying that the proposal would be submitted to the Sectoral Regents for consultation and due consideration.

4. On the Streamlining of UP's Academic Programs

This matter was discussed during the 1289th BOR meeting on 30 August 2013 when Regent Senator Cayetano brought to the attention of the Board the seemingly outdated UP curricula.

President Pascual described two components of streamlining:

- a) Updating the curriculum of each academic program, and
- b) Reviewing the programs that need to be retained and given focus on

Following the recently held Faculty Conference led by the Office of the Vice President of Academic Affairs, a meeting among the Chancellors and Vice-Chancellors for Academic Affairs was held to discuss this matter. A report is due to be submitted and this would be discussed in the next Board meeting.

5. On the Revised Guidelines on Referrals and Admission of UP Employees and Students to PGH

(This portion is part of the President's Report.)

6. On UP's Capital Outlay Expenditures (2012)

(This portion is part of the President's Report.)

7. Listing of Students under Brackets C, D, and E

Regent Senator Cayetano requested the said data as a reference. The data was provided by the Office of the Vice President for Planning and Finance.

B. 1284th Meeting, 4 December 2012

1. UP Visayas' Plan for Replenishment of Retiring PhD Degree Holders

Before UPV Chancellor Rommel Espinosa was called to present his report, Secretary De Las Llagas read a note from Regent Albarracin for the Chancellors of UP Diliman, Manila, Los Baños and Visayas asking them to submit an accomplishment report on their plans for replenishment starting 2014.

Chancellor Espinosa presented the status of UP Visayas as a research and graduate university and gave an update on its strategies in building up its PhD faculty. (The document is available in the OSU Records.)

Faculty Regent Abadingo asked Chancellor Espinosa if substitutes are hired when faculty pursue their PhDs abroad.

Chancellor Espinosa answered yes, and Faculty Regent Abadingo asked if the faculty substitutes get the actual rank of the faculty who have been substituted for.

Chancellor Espinosa explained that all substitutes do not get the actual rank. Many of them are young instructors who are eventually absorbed as regular faculty. There is a large gap between actual and the substitute items.

REPORT of the PRESIDENT and other SECTORAL REGENTS for INFORMATION OF THE BOARD

A. REPORT OF THE PRESIDENT

30 August – 29 September 2012

“Leadership Workshop for the new batch of University officials, 18-20 September 2013

The UP Administration conducted a 3-day Leadership Workshop for the newly-designated administrators from all over the UP System (Vice Chancellors, Deans, Directors and other officers). This was held from 18 to 20 September 2013 at the UP ISSI, Diliman. The workshop was designed to align the participants’ organizational plans and programs with the UP Strategic Plan 2011-2017 and the ideas of the “One UP, One University” paradigm, as well as to strengthen their commitment to the successful execution of such plans and program in their respective units.

Regent Magdaleno B. Albarracin and I addressed the participants during the opening session to give them the so-called from the top. This was followed by the Vice Presidents and the Secretary of the University taking turns, I, explaining the strategic initiatives and priority concerns in their respective functional areas (i.e., academic, finance, administration, development, communication, legal, documentation) and by two Chancellors (UP Diliman and UPOU) providing their perspective. AIM Professor and UP alumnus, Dr. Federico M. Macaranas, served as the workshop facilitator. There were about 35 Vice Chancellors, Deans and Directors who completed the course. I was encouraged by their enthusiasm.

UP System Faculty Conference on Internationalization, 26-27 September 2013

The Office of the Vice President for Academic Affairs held a UP System Faculty Conference (Series 3) on 26 - 27 September 2013 in Baguio City. The 2-day conference tackled the theme “Internationalization Strategy for Academic Excellence” and was attended by Vice Presidents, Chancellors, Vice Chancellors, Deans, Directors, and senior professors (around 120 in total). In the opening session, I gave a presentation on the mandate of UP to be a regional and global university and a guest speaker, Dr. Christopher

Tremewan, APRU¹ Secretary General, spoke on the internationalization of tertiary education in the Asia-Pacific.

The theme of the conference was motivated by our strategic initiative to intensify the internationalization of UP and develop it as regional and global universities pursuant to our Charter of 2008. The conference served as a venue to (a) discuss the importance of internationalization; (b) assess the status of and need for internationalization; and (c) formulate plans and programs to internationalize the University so it can better provide leadership in the country's efforts to accelerate economic growth and achieve global competitiveness. The conference was likewise relevant to the University's international ranking and timely relative to the University's role in the ASEAN Economic Cooperation 2015 and subsequent ASEAN Integration 2020. Many useful ideas were generated by the participants at the group discussions.

UP Budget for 2014

The UP Budget for 2014, as given in the National Expenditure Plan which DBM prepared, was cleared by the House of Representatives in a Plenary Session held on 20 September 2013. Both the Personal Services and MOOE allocations for UP are slightly higher than those for 2013. However, there is no definite figure yet for the Capital Outlay (CO) allocation. We are expecting a minimum of P1B in CO allocation to be included in the UP budget plus P0.5B from the Department of Health for PGH. This will match our 2013 CO allocation of P.45B.

Performance-Based Bonus (PBB)

We finally agreed to the revised basis for ranking of UP units (from constituent universities to individual colleges) for the 2013 PBB and have made the necessary submission to CHED. We expect the release of the much-awaited 2012 bonus soon.

Plagiarism case against a Graduate Student from NCPAG

Recently in the news was the case of Mr. Mark Joseph Solis, a UPD graduate of BA Political Science, and now a graduate student at the UPD NCPAG. On 18 September 2013, Mr. Solis won first prize in the *Smile for the World* photo competition initiated by the Chilean Ambassador under his *Calidad Humana* program. With a few days of the award, Mr. Solis was found (on 22 September) and he subsequently admitted to have passed off as his own the winning photo which was actually taken by another person. Criticisms and condemnations were hurled against him in the social media. I immediately ordered the UPD Chancellor to initiate the investigation of the case. On 23 September, NCPAG formed a Fact-Finding Committee to establish the circumstances and chronology of events, as well as the digital footprints related to the issue, and to recommend measures to be undertaken to ensure that justice is served. The Committee is expected to submit its report by 4 October.

¹APRU is the Association of Pacific Rim Universities of which UP is the only member from the Philippines.

UP, along with other leading Philippine universities, was a co-sponsor of the contest. Attached is a copy of my public statement on the issue. This was released on 25 September.

Update on the eUP Project

The eUP project is now almost a year in actual implementation, following the signing of agreement with ePLDT for the supply of eUP's core information systems and the provision of project management and implementation services and the training of UP's technical personnel. The project is now progressing well after some delays due mainly to the challenges of process standardization across CUs and data encoding and conversion.

To further achieve efficient implementation, I appointed AVP Jaime Caro as the Project Director of eUP, reporting directly to me. He has relinquished his position as Director of ITDC to concentrate on eUP. I have also contracted the services of an experienced IT professional (a UP alumna) as a short-term consultant to backstop the eUP Team during the next few months when ePLDT and its implementation partners are wrapping up their contracted work in the initial target campuses and leaving the eUP Team to do the rollout by itself across the UP System.

Formation of System-wide Committees

I have formed some committees to provide recommendations for certain university policies and prepare a proposal for a regional project:

1. Ad Hoc Committee to formulate a UP Naming Rights Policy for academic units and programs (final report expected in mid-December 2013)
2. Committee to review the policies and guidelines on the selection and appointment of Chancellors and Deans and Directors of principal units of the University (final report due on 15 November 2013)
3. Ad Hoc Committee to prepare a proposal for a Pacific Center for Biodiversity and Resilience (PacBaR) (final proposal expected in October 2013)

The Asilo Case

On 16 July 2013, I received a letter from Mr. Armando L. Asilo, the father of deceased UP student, Ms. Alyssa B. Asilo, reporting an incident, which he believed resulted to his daughter's premature death at PGH. Upon receipt of Mr. Asilo's letter, I immediately requested PGH Director Jose C. Gonzales to investigate the incident. In turn, the latter directed Benjamin P. Sablan, Jr. to conduct the investigation and prepare the corresponding report.

On 2 August 2013, PGH submitted its investigation report revealing the following:

1. The resident doctor on duty attended to the patient as soon as she arrived in PGH as evidenced by a two-page admitting note.
2. As a gesture of assistance, the admitting physician even accompanied Mrs. Asilo to the Pay Admitting Unit.
3. Due to a possible diagnosis of tuberculosis and pneumonia, Ms. Asilo could not be admitted to the free ward / infirmary and had to be confined to a single room to

avoid her contaminating patients who are admitted in the infirmary. This required Mrs. Asilo to pay a deposit which corresponds to the Department of Pay Patient Services Guidelines.

4. The investigating team met with Mr. Asilo four times, explaining the incident, the result of the investigation, and the medical nature of Ms. Alyssa Asilo's case.
 - a. First meeting was with Dr. Benjamin Sablan, together with Dr. Eveh Salas, chief resident of Department of Emergency Medicine. It was learned that Mr. Asilo was not in the country when his daughter was brought to PGH. It was his wife who brought their daughter. Dr. Sablan suggested for Mr. Asilo to bring his wife so she can identify the persons who saw his daughter in the ER. It was agreed with Mr. Asilo that he would inform Dr. Sablan one day before coming to PGH so that the residents will be present.
 - b. Second meeting was with the attending doctors in the emergency room (Department of Emergency Medicine Residents). However, the resident physician from Department of Family and Community Medicine who assisted Mrs. Asilo in securing a room that night was not present. He was not present because Mr. Asilo informed the office of the Deputy Director for Health Operations only in the morning of the day he was coming. The Family Medicine resident was in RITM Alabang for an outside rotation.
 - c. On the third occasion, Mr. Asilo also came to DDHO announced only by text message that morning. Hence, he was not able to see Dr. Carlo Evangelista of DFCM who was in RITM Alabang for his rotation that month.
 - d. The last meeting was with Dr. Carlo Evangelista of the DFCM.

I myself and my special assistant met with the Asilo couple on separate occasions to find out how else the couple may be assisted. We also extended our condolences in a letter and offered to arrange a meeting between the couple and the PGH staff who are in a better position to answer their questions and explain the medical condition of Ms. Alyssa Asilo.

Ms. Alyssa Asilo was earlier diagnosed with leukaemia. Her death certificate indicated the cause of death as "acute respiratory failure" (immediate cause); "hyperleukocytosis" (antecedent cause), and "chronic myelogenous leukemia, blastic phase" (underlying cause). Meanwhile, the Patient's Case Record includes "tuberculosis" in the diagnosis.

Appeal of UP Worker's Union re the Class D rates of PGH

On 23 September 2013, and on the request of the Staff Regent, I held a dialogue with the representatives of the All UP Workers Union (AUPWU). The PGH Director and other officials joined me in the dialogue. The AUPWU was asking for the repeal of the BOR-approved Class D rates for indigent patients so that the procedures covered by these rates could all be provided for free. The AUPWU cited possible violation of Republic Act No. 147 (1952) on the provision of free medical services to indigent patients.

There are a total of 192 PGH services which are covered with Class D rates; out of these, 45 services are automatically waived, that is, marked as “No Charge” (NC), for Class D or indigent patients.

I emphasized the need for a shared recognition by all stakeholders of the social service mandate of PGH of the dedicated service of PGH doctors who serve without compensation, and of the sacrifice and commitment of PGH officials in continuously improving and rationalizing operations so as to be able to serve more needy patients, despite funding and other resource constraints. I also lauded the advocacy of the Union for the provision of accessible medical services to indigent patients even as I pointed out that the Union’s basic mandate is to work for better employment and other working conditions of its members, as documented in the Collective Negotiations Agreement (CNA), and that serving the poor is a concern as well of the UP administration.

The PGH officials pointed out that in many cases, the chargeable Class D rates are actually waived if the concerned patients are found to be unable to pay. They reiterated the need to maintain the Class D rates, even for the services that are waived, so that they get reimbursements from Philhealth and quantify the cost of service delivery. According to the PGH officials, giving automatic waiver for all the services covered by the Class D rates would burden PGH with costs that, at the moment, the hospital could not absorb. In the past, when there were no Class D rates, PGH used to accumulate unpaid utility bills in millions of pesos.

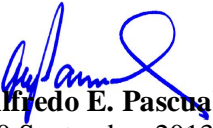
The Union officials claimed that at times indigent patients are being charged for services included among the 45 NC Class D rates, which are supposed to be automatically waived. I called on the Union officials to help monitor such unauthorized practice and ensure compliance by PGH personnel with the automatic waiver rule.

I also suggested that the Union and the PGH coordinate in reviewing the financial condition of PGH. We all agreed to undertake parallel or joint efforts to call on the national government, including DBM and Congress, to increase the budget for social services such as higher education and healthcare, particularly for UP, including PGH.

Other Events

- 30 August: I received Dr. Jasim Hussein, former member of Parliament of the Kingdom of Bahrain who was then visiting the country. In January 2013, he gave a public lecture at the Asian Center, UP Diliman, on the topic, “Arab Spring and the Philippines-Bahrain Relations Challenges and Prospects.”
- 30 August: nagbigay ako ng mensahe sa taunang pagdiriwang ng Buwan ng Wika na pinangunahan ng Sentro ng Wikang Filipino ng UP Diliman.
- 31 August: I attended the Ramon Magsaysay Awards presentation ceremonies at which former UPM Chancellor and National Scientist Dr. E.O Domingo was one of the awardees.
- 3 September: I gave a speech at the testimonial of UP Manila for RM awardee Dr. E.O. Domingo
- 4 September: I gave a speech at the turnover ceremony for biodiversity equipment donated by the Energy Development Corporation to the Institute of Biology, College of Science, UP Diliman

- 6 September: I gave the welcome remarks at the 4th Symposium of the International Academic Consortium for Sustainable Cities (IACSC), which for this year was hosted by UP Manila. As a side event of the symposium, I signed a Memorandum of Understanding with Yokohama City University, represented by President Tsutomu Fuse.
- 10 September: I delivered a speech at the People's Solidarity Festival on the theme: Strengthening Collective Actions on the Global Crisis.
- 24 September: I gave a speech at the launch of the DNA Sequencing Core Facility of the Philippine Genome Center (PGC) which is now temporarily housed at the NIMBB Building. PGC's own building will be constructed soon.


Alfredo E. Pascual
 30 September 2013”

Highlights of the Discussion

1. UP Budget has passed the House of Representatives with only PS and MOOE being cleared and the CO still uncertain.

Chair Licuanan said that the CO is still a work in progress.

President Pascual stressed a need to fix the CO and hoped to get the same level UP had last year, as well as getting a share of scholarship funds for higher education.

Chair Licuanan assured President Pascual that UP is part of the funds.

Related to scholarship, President Pascual said that the scholarship is for the poor students of UP to ensure that they are able to continue with their studies. These students are potential leaders in their respective communities. The special target is to get more students from Muslim Mindanao to enrol in UP Mindanao. This is a long-term solution that would contribute to solving the Mindanao problem.

2. Plagiarism of a photograph committed by an NCPAG graduate student

The President issued a statement (the document is on file at OSU Records), expressing his outrage over the incident, which is shared by many people, especially for blemishing the reputation of the NCPAG, the University, the Filipino people, and his country.

In the spirit of justice, there is a need to decide on the actions of this student, despite the acceptance of his apology by the owner of the photograph.

This should set an example for young students regarding the importance of discipline and honesty.

3. Report on the meeting with the PGH All UP Workers Union on the latter's appeal to the Board to repeal its approval of Class D Rates in PGH

Regent Congressman Romulo sought clarification on the different PGH rates (i.e. ABCD); if Class D is the lowest class; and whether the 192 Class D services are covered

by Philhealth benefits. President Pascual answered yes and that Philhealth members are entitled to this. Indigent patients are equally included.

Regent Congressman Romulo asked if the 192 services, which are provided for free, would mean that nothing from Philhealth benefits would be taken by UP. President Pascual answered yes because there are no rates to be used as basis for costing the service.

Given that, Regent Congressman Romulo, with reference to paragraph 4 of the appeal of the PGH workers, said that PGH officials have pointed out in many cases that the chargeable Class D Rates are actually waived if the concerned patients are found to be unable to pay.

President Pascual said there are those who were not Philhealth eligible, the indigent patients declared by social workers. For such patients, the Class D Rates are used for quantifying the cost of service delivery.

Regent Congressman Romulo verified if not all Union workers are classified as Class D. The President said not all belong to this rate for some are classified as Class B, or possibly Class A.

Staff Regent Ramirez informed the Board that she was present during the meeting of the President with the All UP Workers Union. She listened to the discussion and thought that it would be best to reassess the basis for the implementation of Class D rates, citing that in the past, there were no charge for the 192 procedures prior to the issuance of the memo of PGH Director Jose Gonzales in June. Such action would have an implication on the employees of PGH who belong to the lower levels (Grade 8 and below). The family members of this group are all part of Class D. These employees are appealing for the repeal of the new rates or revert back to the NC. She reminded the Board on the service mandate of PGH.

President Pascual said that it was true that in the past there was no Class D rate but that was also the time when PGH accumulated millions of pesos in unpaid bills to Meralco and MWSS. The current Administration fully utilized the receipts from Class D rates. This is part of prudent management of the Hospital. So far, there has been no issue because those who cannot pay do not pay. As much as possible, the University wants to get away from the practice of blanket and automatic waiver even in dealing with students.

President Pascual said he recognized, based on the report of Union members, that there were PGH staff who do not always observe the NC for some services, a practice that was not authorized. On this, the President asked the Union's help to make sure that full compliance was made as the Union members are on the ground.

Going back to the Asilo case, Student Regent Melgarejo asked if the parents were given a choice to get a private room or not due to the risk of having other patients infected, or did they request for it.

President Pascual said he could not answer the question but he could get the information. Student Regent Melgarejo informed the Board that non-UP Manila students were asked by PGH to pay the deposit fee and several cases have been reported to her office. She said that it is timely that she, together with the UP Manila Student Council, should discuss this matter with the PGH Administration. She also asked the President on the progress of the new UP Tuition Scheme of 2013/STFAP Reform. Chair

Licuanan reminded the Sectoral Regents not to report the results of their consultations, as these matters are for the Administration and not for the Board.

B. REPORT OF THE FACULTY REGENT

30 September 2013

“I visited UP Mindanao on 19 September 2013. Before I started my consultation with the faculty, I had an informal talk with Chancellor Sylvia Concepcion, Vice Chancellor for Academic Affairs Karen Cayamanda and the President of All UP Academic Union, Adela Ellson. They briefed me on some of their major concerns. These include the need for additional items. These are about nineteen (19) faculty who do not have items. These are faculty with Masters’ degrees and with publications. In the event there would be a call for promotions, these faculty without items will not be included. The other concern that was raised was the lack of funds to pay the new rates for the RATA of the faculty administrators. Hence, UP Mindanao is still using the old rates. I told them I would bring these concerns to the attention of the President.

I observed that there is a close coordination between the Chancellor and the All UP Academic Union. I understand the lines of communication are open between the Chancellor and the Union. The Chancellor reaches out to all the sectors. This I gathered from informal talks with some faculty. The general atmosphere in the campus is good.

Since the last time I visited the campus in the early part of 2011, I noticed the improvements especially the road going to the campus. However, there is still the problem of informal settlers.

Hereunder are the issues raised during the forum with the faculty. (The President of the All UP Academic Union, Prof. Ellson, helped facilitate the dialogue. She was also gracious to answer some local concerns).

1. Lack of faculty items. This was raised by a number of young faculty who continue to teach despite the fact that they do not have faculty items and are not given the appropriate rank given their qualifications. (I have brought this concern before to the attention of the President.)
2. Lack of funds to pay the new rates for RATA of faculty administrators. (I have also brought this concern before the attention of the President.)
3. Need to review provisions for automatic promotion. There are instances when lateral entrants get higher rank than the insiders.
4. Mismatch between the item of faculty who go on study leave with pay and the substitute who is usually given the rank of Instructor 1. One question raised is how can an Instructor 1 (substitute) teach graduate courses?
5. Guidelines for promotion should be clarified. There is the impression that it is easier for faculty administrators to get promoted. It was clarified that guidelines for promotion of faculty are different from those of faculty administrators. A faculty administrator has the option to choose whether he/she wants to be promoted as faculty or as an administrator.
6. Status of grievance mechanisms system-wide. There are existing grievance mechanism system wide but apparently, these vary from campus to campus.
7. Need to revisit allocation formula for budget for promotion
8. Transparency in promotion. The faculty should know how they are evaluated for promotion. Why is there no money for promotion of REPS. The latter has been

left out in past promotions. There is also the sentiment that in the past, it was easier to be promoted in other campuses. UP Mindanao was quite stringent in promotions.

9. Overload faculty as a result of lack of faculty items
10. Need to revisit credit loading for faculty handling PE courses, as well as laboratory courses
11. Revisit promotion criteria in the School of Management. Faculty feels it is more difficult to be promoted at the SOM.
12. Possibility of giving SOM faculty cumulative vacation leave credits. The School operates on a trimestral system and the faculty do not get to enjoy their summer break.
13. Preparations for the K-12 and the ASEAN Integration in 2015
14. Possibility of Increasing/Improving the health benefits for the faculty and the staff
15. Regular budget for Wellness Program
16. University support for housing
17. Why can't laboratory equipment be purchased from the API funds? They have been given support from the API funds to upgrade Physics facilities but were not allowed to purchase laboratory equipment."

Highlights of the Discussion

President Pascual said the need for regular items has been a legacy issue of UP Mindanao for more than ten (10) years from the time of its creation. The Administration is currently working on the new Human Resource (HR) Plantilla for the entire university.

Chair Licuanan asked if the plantilla review covers all or peculiar only to UP Mindanao.

President Pascual said UP Mindanao is unique because it did not start with proper allocation of faculty items. UP Mindanao needs help to ensure that its quality of education is at par with other Constituent Universities (CUs).

C. REPORT OF THE STUDENT REGENT

29 September 2013

“I. Democratic Governance and Genuine Student Representation

First Leg of Student Summits

In coordination with the university and college student councils system-wide, we were able to conduct the initial leg of student summits in the Diliman, Manila and Baguio campuses. The discussion included the current situation of the University and the dismal status of the UP and National Budget for 2014.

The Office shall continue with this endeavour this second semester of AY 2013-2014.

Resolution re: Renaming of the College of Business Administration to Virata School of Business

The League of College Councils in UP Diliman which includes ALL local student councils have adopted a resolution in opposition to the renaming of UPD CBA after Cesar Virata, the government's Finance Prime Minister during the Marcos regime. The students, along with other members of the UP community, stand firm in asserting to the Board of Regents that approval of this decision be immediately nullified.

Attached herewith is a copy of the resolution.

II. Continuing the Struggle for Students' Rights and Welfare

For the month of September, the Office of the Student Regent, together with other student leaders and members of the UP community, participated in the national campaign to call for the abolition of the pork barrel system and calling for its reallocation to basic services. We have successfully launched a series of discussion and mobilizations across the UP System in order to manifest the sentiments of the Iskolar ng Bayan with these pressing issues of the day.

UP System on Strike

To register our dissent against the impending cuts in basic social services, including UP's very own budget vis-à-vis the skyrocketing allocation for pork barrel and other lump sum discretionary funds, UP students system-wide conducted a decentralized series of strikes in their respective campuses. The said activities are united under the principle that education is a right, thus, demanding for higher state subsidy.

III. On Democratic Rights

On Campus Militarization

Last September 23, members of the UP Visayas Tacloban College Student Council, through the Katipunan ng mga Sangguniang Mag-aaral sa UP (KASAMA sa UP), reported to the Office that the 19th Infantry Battalion of the Armed Forces of the Philippines was planning to conduct a forum inside the campus last September 25 discussing peace and development. If we could remember, this is the same unit responsible for the death of Dr. Leonard Co, an alumnus of UP Baguio and a distinguished scientist of the University whose expertise include ethnobotany and plant taxonomy. With this, the Student Council, along with representatives from the Justice for Dr. Leonard Co Movement, held a dialogue with the UPV Tacloban administration and the organizers of the forum in order to immediately arrest this maneuver. With cases of military infiltration such as this in our academic community, there seems to be a clear violation of the 1989 Sotto-Enrile Accord and the 1992 UP-DILG Agreement.

IV. On People's Issues

Katipunan Kontra Korupsyon

Together with Miriam College and the Ateneo de Manila University, an alliance named Katipunan Kontra Korupsyon (KKK) has been established. This alliance which involved the Sanggunian ng mga Mag-aaral ng Miriam, Sanggunian ng mga Paaralang Loyola ng Ateneo de Manila, and KASAMA sa UP conducted a centralized activity at the Katipunan Avenue last September 11 in protest of the pork barrel system. The respective administrators of the three universities have also released a statement with regard to this pressing national concern.

Zamboanga Relief Operations

With the current crisis in Zamboanga, a multitude of families and individuals have been displaced from their homes and are now living as refugees. The Office of the Sectoral Regents together with the KASAMA sa UP are currently conducting a system-wide relief drive calling for donations in cash and/or in kind in order to provide assistance to our fellow countrymen in Zamboanga.

For the students and the people,

(Sgd.) **KRISTA IRIS V. MELGAREJO**
Student Regent
University of the Philippines System”

Highlights of the Discussion

Student Regent Melgarejo reported on the following:

1. Visits to the different Constituent Universities

- In Luzon, the first leg of the Student Summit

Regarding the renaming of the College of Business Administration to the Cesar E. Virata School of Business, the Student Regent expressed disappointment on the length of time this has been hanging in the Board. She informed the Board that she has received a number of petitions regarding the matter, and statements have been given out emanating from the College itself. Ninety-seven (97%) per cent of the students of the College have already expressed dissent through its Student Council, and the League of College Councils of UP Diliman had similarly expressed dissent through a resolution.

Student Regent Melgarejo hoped that this matter be speedily settled. She repeatedly asserted that the students have expressed their dissent on the renaming of CBA.

President Pascual requested for a copy of the student survey, and also for the Secretary of the University to inform the UPD Chancellor.

D. REPORT OF THE STAFF REGENT

September 2013

“FORUM and CONSULTATIONS

UP CLARK (September 18, 2013)

- Gave updates on status of Merit Incentives and Rice Benefits
- No medical personnel to serve medical and dental needs of personnel
- Annual Physical Examinations are done in private laboratories
- REPS and staff do not strictly follow annual checkups as these are done in private laboratories and the payments will only be reimbursed if receipts for these examinations were presented
- Possibility of Memorandum of Agreement with hospitals in Pampanga and directly charge hospital expenses to FAPHE benefits
- Transformation of the extension campus into a college can improve services of the unit

UP BAGUIO (September 19, 2013)

- Gave updates on Merit Incentives (MI) and Rice Benefits
- Constituent request for the inclusion of permanent part-time employees in the SRP, such as doctors, dentists, legal officers
- Constituent requests for amendments for the SRP
 - 1) inclusion of years of service in the university as casual, contractual
 - 2) expansion of included illness covered in the release of SRP benefit
- Request to review guidelines of Rehabilitation Privileges and to include illness acquired while on duty (this is in relation to a personnel who has aneurysm while coming out from the office)

UP LOS BAÑOS (September 25, 2013)

- Gave updates on Merit Incentives (MI) and Rice Benefits
- Discussed proposal on increase of fellowship allowance for REPS and STAFF
- Discussed proposal for a MOA with hospitals in relation to the FAPHE
- Request of constituents for consideration of sick employees to retire outside of compulsory age of retirement and received SRP

MEETINGS

UP VISAYAS (2nd week of September)

- Met with Library Personnel for various concerns
- Attended meeting of the SCRAP-PORK Movement upon the invitation of Archbishop Angel Lagdameo of the Archdiocese of Jaro

PRESIDENT A.E. PASCUAL and UP PGH Staff

- Dialogue in connection with the newly implemented charging for Class D patients at PGH which PGH staff and continually call to be scrapped taking the positions of the poor patients who stay in long lines just to be accommodated for a waiver of fees

UP OPEN UNIVERSITY

- Met with UPOU Chancellor Alfonso. Part of the discussions were on staff benefits and their lack of items for their staff and REPS

(Sgd.) ANNA RAZEL A. RAMIREZ
Staff Regent”

MATTERS SUBMITTED FOR APPROVAL BY THE BOARD

GENERAL GOVERNANCE

The Board **APPROVED** the following:

A. Appointment of University Officials

UP Los Baños

Dr. **REYNALDO V. EBORA** as Director, National Institute of Molecular Biology and Biotechnology (BIOTECH), effective 1 July 2013 until 30 June 2016

UP Visayas

Dr. **CRISPINO A. SACLAUSO** as Dean, College of Fisheries and Ocean Sciences (CFOS), effective 1 October 2013 until 30 September 2016

ACADEMIC MATTERS

The Board **APPROVED** the following:

A. Renaming of Two (2) Professorial Chairs in the College of Engineering, UP Diliman, FROM William Liu Professorial Chair TO Primary Group of Builders Professorial Chair Award in Engineering

The Deed of Donation executed on 9 July 2009 between the Primary Group of Builders (Donor) represented by its President, William U. Liu, Jr., and the U.P. Engineering Research and Development Foundation, Inc. (UPERDFI) specified the establishment of two (2) PRIMARY GROUP OF BUILDERS PROFESSORIAL CHAIR AWARD IN ENGINEERING to be established at the College of Engineering, UP Diliman.

However, the professorial chair as approved by the Board of Regents at its 1251st Meeting held on 23 November 2009 was named William Liu Professorial Chair. The Office of the Vice President for Legal Affairs opines that a rectification of the mistake is in order.

B. Graduation of Students Who Completed All the Requirements for their Respective Degrees/Titles as of the End of Second Semester, the Third Trimester, and Summer AY 2012-2013 of the UP Open University as Recommended by the UPOU University Council at its 43rd Meeting on 14 August 2013

C. Graduation of Students Who Completed All the Requirements for their Respective Degrees/Titles as of Summer AY 2012-2013 of UP Mindanao with CLEAR RECORDS and NO PENDING CASES, as Recommended by the University Council of UP Mindanao at its 39th Meeting on 12 August 2013, listed as follows:

I. Undergraduate Degree

**A. College of Science and Mathematics (2)
Bachelor of Science in Biology – 2**

1. Lustica, Eldridge Lyndon T.
2. Malubay, Lyle Wednesmay J.

FISCAL MATTERS

The Board **APPROVED** the following:

- A. Realignment of UP Diliman’s CY 2013 Programmed Funds as Approved by the Board of Regents at its 1288th Meeting held on 20 June 2013 in the Amount of Php351,447,523.20, Certified as Available by the UPD Budget Office and Accounting Officer, to be utilized as follows:**

A.I.a. General Administration & Support Services		
	FROM	TO
Maintenance and Other Operating Expenses <i>To cover expenses for faculty and staff development and welfare, including the increase of UP Diliman’s counterpart contribution to the Provident Fund and other MOOE expenditure</i>	Php18,026,798.20	Php18,026,798.20
B.1.a. Construction Outlay <i>For the construction of academic and other buildings and to fund urgent repairs and rehabilitation of existing buildings, and other infrastructure projects</i>	Php313,900,000.00	Php293,900,000.00
B.1.b. Equipment Outlay <i>For the purchase of IT laboratory and other equipment</i>	Php19,520,725.00 -----	Php39,520,725.00 -----
TOTAL	Php351,447,523.20	Php351,447,523.20

This request is necessary to be able to fund the urgent request of the University, Thereafter, for the rehabilitation/upgrading of the airconditioning system to meet the requirements for the forthcoming peak seasons in December 2013 and February to April 2014.

It is understood that the disbursements from this reprogrammed amount shall be subject to the usual accounting and auditing laws, rules and regulations.

- B. Programming of Excess Income in CY 2010-2011 of UP Manila in the Amount of Php4,997,941.77, Certified as Available by the UPM Chief Accountant, to be utilized as follows:**

PERSONAL SERVICES	Php4,997,941.77
Merit Foundation Day Award	Php1,000,000.00
Service Recognition Pay (SRP/Sick Leave Benefits (SLB)	Php3,997,941.77

It is understood that any obligations/disbursements from this programmed amount shall be subject to the usual accounting, budgeting, auditing and procurement laws, rules and regulations.

- C. **Programming of Prior Year's Excess Income for CY 2011 of UP Baguio in the Amount of Php21,364,186.01, Certified as Available by the Chief, Budget Office and Chief Accountant of UP Baguio, to be utilized as follows:**

Details of Expenditures:	
Personal Services	Php5,000,000.00
MOOE	Php4,064,186.01
CAPITAL OUTLAY (BSO)	Php8,300,000.00
CAPITAL OUTLAY (EO)	Php4,000,000.00
Total	Php21,364,186.01

It is understood that disbursements from this fund shall be subject to the usual accounting, budgeting and auditing laws, rules and regulations.

- D. **Request for Funding Source for the Project Cost of Interconnectivity of Various UP Constituent Universities Specifically for CY 2013 and CY 2014**

CY 2013	Php11,367,900.00	From OVPD IOB – Special Projects (only for CY 2013 IOB and not to set precedence for succeeding years)
CY 2014	Php11,367,900.00	From 1277 th Reprogrammed Funds*
Total	Php22,735,800.00	

It is further recommended that the reprogrammed funds of Php11,367,900.00 be realigned from Personal Services (PS) to Maintenance and Other Operating Expenses (MOOE) for approval of the Board to accommodate the needs mentioned above.

- E. **Proposed Utilization Plan of the Asian Institute of Tourism, UP Diliman, for the Twenty Per cent (20%) Undergraduate Tuition Fee Increment (UGTFI) Share of the Institute, as Favorably Endorsed by UP Diliman Chancellor Caesar A. Saloma**

Expenditure Items	Percentage Breakdown
Academic Improvement (PS and MOOE expenditure items to improve the quality of research output generated by the Institute – honoraria of thesis readers, cost of editorial services, academic seminars and conferences)	31%
Student Development (MOOE expenditure items to increase the scholarship benefits of student awardees of the AIT scholarship grants – increase in monthly stipends and semestral book allowance)	22%
Faculty Development (PS and MOOE expenditure items to finance teaching materials development, fund research work, defray cost of research dissemination)	23%
Staff Development (PS and MOOE expenditure items to cover the cost of skills training of AIT administrative staff and REPS)	9%
Infrastructure Development (MOOE and CO expenditure items to cover building and equipment repairs and acquisition of building improvements, equipment, furniture and fixtures)	15%
TOTAL	100%

F. Revised Utilization Plan as Proposed by the School of Economics, UP Diliman, for the Twenty Per cent (20%) College Share of the Undergraduate Tuition Fee Increment (UGTFI), as Favorably Endorsed by UP Diliman Chancellor Caesar A. Saloma

	Description	%
1	Undergraduate Scholarships - needs-based, not primarily merit-based	15%
2	Support to faculty teaching services & research - including but not limited to hiring of teaching assistants for the preparation of course materials, grading exercises and problem sets, proctoring tests	20%
3	Support to UPSE computer laboratory -including but not limited to hiring IT persons on contractual basis for upgrading, computer hardware and software upgrading	20%
4	Support to UPSE library -including but not limited to computer hardware and software updating, hiring of student assistants, acquisition of library materials	20%
5	Support to administrative offices -including but not limited to staff development, office equipment such as computers, and additional registration expenses	15%
6	Faculty improvements, grounds and buildings improvements	10%
	TOTAL	100%

G. Utilization Proposal of the School of Urban and Regional Planning (SURP), UP Diliman, for the Twenty Per cent (20%) Share in Graduate Tuition Fee Increment (GTFI), as Favorably Endorsed by UP Diliman Chancellor Caesar A. Saloma

	Description	%
1	Faculty, REPS and administrative staff enhancement	30%
2	Development of curriculum and teaching materials; conduct of faculty conference/workshops/meetings; graduate monitoring	30%
3	Maintenance of the school and purchase of equipment, and vehicle	30%
4	Establishment of scholarship fund	10%
	TOTAL	100%

H. Revisions in Funds Utilization for the College of Education, UP Diliman, as Favorably Endorsed by UP Diliman FPOC and Chancellor Caesar A. Saloma

1. For Undergraduate Tuition Fee Increment to support the following:
 - Personal Services
 - Maintenance and Other Operating Expenses
 - Equipment Upgrading and Outlay
 - Facilities Improvement and Construction Outlay
 - Student Research Dissemination

- Undergraduate Scholarship
 - Administrative Overhead
2. For Graduate Tuition Fee Increment to support the following:
- Faculty and Staff Development
 - Faculty Research and Publication Incentives
 - Personal Services
 - Facilities Improvement
 - Equipment Upgrading and Outlay
 - Thesis and Dissertation Grants
 - Student Research Dissemination Grants
 - Administrative Overhead

I. General Construction Agreement between the University of the Philippines and the New TBP Construction and Development Corporation (Contractor)

Project : Proposed Academic Building 1 (Phase 2) for UP Diliman Extension Program in Pampanga, UP Clark, Pampanga

Contract Amount : Php23,261,246.19

Period of Contract: 240 Calendar Days as specified in the Notice to Proceed

ADMINISTRATIVE MATTERS

The Board **APPROVED** the following:

A. Proposed Terms of Reference (TOR) to Invite Offers: Procurement Augmentation Consulting Services for the UP System

Justification:

As part of the strategic initiative to streamline and augment procurement services in the University, to support operational excellence; and subject to prior approval of the Head of the Procuring Entity (i.e., UP BOR) or his duly authorized representative (UP President), and whenever justified by the conditions provided in the Procurement Act (RA 9184):

“ ... the procuring entity (UP) may, in order to promote economy and efficiency, resort to any of the methods of alternative procurement” (Section 48, RA 9184 on alternative methods of procurement).

Furthermore, Section 49, Section 1 on Limited Source Bidding provides for the procurement of pre-selected suppliers or consultants with experience and proven capability.

Annex B of the Revised IRR of RA 9184 also provides for General Principles on Consulting Services. The procurement for consulting services will also comply with the other rules and regulations of RA 9184.

The UP System Fiscal Policies and Operations Committee (SFPOC) and the Office of the Vice President for Administration, Supply Property Management Officer (SPMO) will provide and implement the operational details for the TOR.

Proposed Terms of Reference (TOR) for Procurement Consulting Services for the UP System

1. Task augmentation in UP Procurement to support UP BACs and the SPMOs in specialized procurement, especially in science and technology; as well as green building design and construction;
2. External expert assessment of UP procurement: people, process, enablers and governance for a three (3) year period, working backwards from 2013;
3. Diagnostics of UP procurement by commodity cluster group (supplies, office equipment, IT equipment, scientific supplies and/or materials construction, vehicles; architectural design consulting services) to determine quality and price differentials; the significance and what drive these differentials to estimate potential savings and quality gains;
4. Provide technical support through event management and expertise in the following:
 - UP Procurement Road show;
 - UP Customized Procurement Systems;
 - Accreditation and rating system for UP suppliers/contractors in all CUs system-wide (black, grey, white and gold list of UP suppliers and contractors)
5. Identify potential areas for greater productivity, efficiency and savings in procurement;
6. Installation of an online management and verification system to support the procurement module of the eUP FMIS, and other technical advice, competency building and support; and
7. Technical support for the UP Procurement Professionalization and Competency Development Certification Program.

B. Request for Temporary Waiver of Faculty Tenure Rule in Favor of the following:

UP Manila

Asst. Prof. **TERESA LORENA A. JOPSON**, Assistant Professor 1, College of Arts and Sciences, effective 1 June 2013 until 31 October 2013

Asst. Prof. **VANESSA M. MANILA**, Assistant Professor 1, College of Nursing, effective 17 June 2013 until 31 October 2013

Assoc. Prof. **ERIC DENNIS C. LEGASPI**, Associate Professor 4 (part time), College of Medicine, effective 1 June 2013 until 31 May 2014

UP Los Baños

Asst. Prof. **FLORIBEL D. PARAS**, Assistant Professor 1, College of Forestry and Natural Resources, effective 1 November 2013 until 31 May 2014

UP Visayas

Asst. Prof. **ELMER L. JOVER**, Assistant Professor 1, College of Arts and Sciences, effective 22 May 2013 until 19 June 2013

Highlights of the discussion

Faculty Regent Abadingo raised the observation that the temporary waiver of the tenure rule varies. There are faculty members given one semester, others are given one year. The Faculty Regent requested that this be looked into.

Chair Licuanan said it was a good point and further asked the basis of the unit for such recommendation.

Faculty Regent Abadingo believed that it should be for a year because the faculty has a responsibility of submitting removal or completion grades.

Secretary De Las Llagas validated the observation of the Faculty Regent that different CUs recommend differently.

Chair Licuanan suggested reviewing the matter for possible standardization or just leave the situation the way it is and emphasized the question was valid.

C. Appointment of Faculty

1. Transfer to Permanent Status

UP Los Baños

Assoc. Prof. **DECIBEL F. ESLAVA**, Associate Professor 1, School of Environmental Science and Management, effective 30 September 2013

UP Baguio

Assoc. Prof. **CORAZON L. ABANSI**, Associate Professor 6, College of Social Sciences, effective 30 September 2013

Asst. Prof. **NIMREH L. CALDE**, Assistant Professor 1, College of Social Sciences, effective 30 September 2013

2. **Extension of Appointment Beyond Compulsory Retirement Age of 65**

UP Diliman

Prof. **FELICITAS E. PADO** as Professor 9 (Salary Grade 28-8), College of Education, effective 5 August 2013 until 31 October 2013

UP Manila

Dr. **BETTY D. MANCAO** as Professor 3 (Salary Grade 26-8) (part-time), College of Medicine and Attending Physiatrist, Philippine General Hospital (PGH), effective 6 October 2013 until 5 October 2014

Prof. **IRMA L. PARAJAS**, Professor 12, (Salary Grade 29-8), College of Public Health, effective 1 June 2013 until 31 October 2013

Highlights of the discussion

President Pascual clarified that the terms for extension of appointment is based on the timing of the faculty's retirement. Some would reach 65 in the middle of the school year so they were allowed to finish the semester. Not all have the intention to stay longer.

3. **Original Appointment Beyond Compulsory Retirement Age of 65**

UP Diliman

Prof. **CARLOS O. AUREUS** as Professorial Lecturer 2, College of Arts and Letters, effective 1 November 2013 until 31 May 2014

Prof. **ROSALINA T. BUMATAY-CRUZ** as Professorial Lecturer 2, College of Arts and Letters, effective 1 November 2013 until 31 May 2014

Prof. **EMMANUEL L. GARALDE** as Professorial Lecturer 5, College of Fine Arts, effective 1 June 2013 until 31 May 2014

Prof. **ANTONIO EDUARDO B. NACHURA** as Professorial Lecturer 5, College of Law, effective 1 June 2012 until 31 May 2013

Prof. **PEDRO C. REYES, JR.** as Professorial Lecturer 1, College of Arts and Letters, effective 1 June 2013 until 31 May 2014

UP Manila

Prof. **MILAGROS B. LEAÑO** as Clinical Professor, College of Medicine, without compensation, effective 30 September 2013 until 31 May 2014

4. **Renewal of Appointment Beyond Compulsory Retirement Age of 65**

UP Diliman

Prof. **SALVADOR T. CARLOTA** as Professorial Lecturer 5, College of Law, effective 1 November 2013 until 31 October 2014

Prof. **EDUARDO A. LABITAG** as Professorial Lecturer 5, College of Law, effective 1 November 2013 until 31 October 2014

Prof. **TEODORO M. MARANAN** as Professorial Lecturer 2, College of Arts and Letters, effective 1 June 2013 until 31 May 2014

Prof. **ANTONIO EDUARDO B. NACHURA** as Professorial Lecturer 5, College of Law, effective 1 June 2013 until 31 May 2014
Prof. **ERNESTO M. SEROTE** as Professorial Lecturer 3, School of Urban and Regional Planning, effective 1 November 2013 until 31 October 2014
Prof. **SERAFIN D. TALISAYON** as Professorial Lecturer 5, Technology Management Center, effective 1 June 2013 until 31 May 2014

UP Manila

Dr. **VIRGILIO T. GENUINO** as Clinical Professor, College of Medicine and Attending Anaesthesiologist, UP-PGH, without compensation, effective 1 June 2013 until 31 May 2014

5. Reappointment Beyond Compulsory Retirement Age of 65

UP Diliman

Prof. **JAIME S. DELOS SANTOS** as Professorial Lecturer 1, Asian Institute of Tourism, effective 1 June 2013 until 31 May 2014

UP Manila

Dr. **ALFONSO A. DOLOROSO** as Clinical Professor, College of Medicine and Attending Anaesthesiologist, UP-PGH, without compensation, effective 1 June 2013 until 31 May 2014

UP Open University

Prof. **CELIA T. ADRIANO** as Professorial Lecturer 4, Faculty of Education, effective 7 September 2013 until 13 December 2013

MATTERS SUBMITTED FOR CONFIRMATION BY THE BOARD

GENERAL GOVERNANCE

The Board **CONFIRMED** the following:

- A. Confirmation of the Approval of Appointment of Atty. MARK ANTHONY M. GAMBOA as Director for Procurement Operations, Office of the Vice President for Administration, UP System, effective 27 September 2013 to serve at the pleasure of the Vice President for Administration**

ACADEMIC MATTERS

The Board **CONFIRMED** the following:

A. Agreements/ Contracts

UNIT	TITLE	PROJECT/AMOUNT/ DURATION
UP System	1	Memorandum of Understanding between the University of the Philippines through the College of Education and the University of Melbourne, Australia Project: Academic Exchange Date notarized: 3 September 2013
	2	Memorandum of Agreement between the University of the Philippines and Dr. Caesar A. Saloma, Grantee Applicants/Inventors: Caesar A. Saloma, Jonathan A. Palero and Wilson O. Garcia Scope of Outright Grant: Patent Cooperation Treaty National Phase in the United States, January to October 2011 Project: Intellectual Property Protection Grant for the “Two Color (Two Photon) Excitation with Focused Excitation Beams and a Raman Shifter” Amount: Php61,463.36 Date notarized: 4 September 2013
	3	Extension of the Memorandum of Understanding on Academic Exchange Programme for Students and Extension of the Joint Declaration of Cooperation between the University of the Philippines and the Kagoshima University, Japan (1 st Renewal) Project: Academic Cooperation Duration: 12 December 2012 until 11 December 2017 Date notarized: 14 August 2013
	4	Memorandum of Understanding between the University of the Philippines and the Yokohama City University Project: Academic Cooperation Duration: Five (5) years effective from the later date of signature by representatives of both parties Date notarized: 9 September 2013
UP Diliman	1	Agreement on the Implementation of Student Exchange Program between the University of the Philippines and the Meiji University, Japan Project: Student Exchange Program Duration: The validity of the agreement shall be pursuant to the validity of the Memorandum of Understanding between both universities signed by both Presidents Date notarized: 18 June 2013

UP Diliman	2	Student Exchange Agreement between the University of the Philippines through the Cesar E.A. Virata School of Business and the Ecole Supérieure Des Sciences Commerciales D'Angers (ESSCA), Paris	Project: Student Exchange Effectivity: Effective upon signing by both parties and shall be valid for a period of five (5) years from the date of execution Date notarized: 25 July 2013
	3	Memorandum of Agreement between the University of the Philippines through the College of Engineering and the Dev-Touch Information System, Inc.	Project: Summer Internship Program Period of the Project: Shall take effect upon signing and shall remain in full force and effect between both parties for five (5) years Date notarized: 14 June 2013
	4	Memorandum of Agreement between the University of the Philippines through the Institute for Small-Scale Industries (ISSI) and the Department of Trade and Industry – Bureau of Micro Small and Medium Enterprise Development (DTI-BMSMED)	Project: Establishment of a Regional Program for the Promotion of Internship Scheme for Staff Exchanges and Visits for Skills Training Amount of the Project: USD \$322,476.88 Effectivity: Shall take effect upon signing by the Parties and shall be in force and effective up to one (1) year period Date notarized: 1 April 2013
	5	Memorandum of Agreement between the University of the Philippines through the Institute for Small-Scale Industries (ISSI) and the National TVET Trainers Academy (NTTA)	Project: NTTA funded training program for NTTA trainers Amount of the Project: Php190,000.00 representing the Professional Services and Development Fee Effectivity: 29-31 May 2013 Date notarized: 8 July 2013
	6	Memorandum of Agreement between the University of the Philippines through the Institute for Small-Scale Industries (ISSI) and the Department of Environment and Natural Resources (DENR) – Protected Areas and Wildlife Bureau (PAWB) (Implementing Partner)	Project: Partnership for Bio-Biodiversity Conservation: Mainstreaming in Local Agricultural Landscape Amount of the Project: Php1,500,000.00

UP Diliman			Effectivity: Shall take effect upon signing by the Parties and shall continue to be in full force and effect until terminated as mutually agreed by both parties but not later than the BPP closing date of August 2016 Date notarized: 30 May 2013
	7	Two (2) Contracts of Service between the University of the Philippines through the Asian Institute of Tourism and the Tourism Infrastructure and Enterprise Zone Authority (TIEZA) <u>UP-TIEZA Technical Panel Members</u> (January to June 2013 and July to December 2013) <ul style="list-style-type: none"> • Prof. Evangeline Ortiz – AIT • Prof. Miguela Mena – AIT • Prof. Richard Philip Gonzalo – AIT • Prof. David Leonides Yap – SURP Other UP Diliman faculty (to be determined by AIT Dean depending on the evaluation requirements of submitted TEZ application)	Project: Technical Assistance to TIEZA Duration: a) 1 January 2013 to 30 June 2013 b) 1 July 2013 to 31 December 2013 Date Notarized: 7 January 2013 and 12 March 2013, respectively
	8	Memorandum ng Kasunduan sa panig ng Unibersidad ng Pilipinas sa pamamagitan ng Sentro ng Wikang Filipino (SWF) at ni JONATHAN C. MALICSI (Awtor)	Project: Pagpapalimbag ng unang edisyon ng manuskritong pinamagatang “Gamar ng Filipino” Date Notarized: 26 June 2013
	9	Memorandum of Agreement between the University of the Philippines through the Sentro ng Wikang Filipino and the National Commission for Culture and the Arts (NCCA)	Project: Ang Wikang Filipino sa Edukasyong Tersyari: Mga Hamon ng Bagong Patakaran at Programa sa Edukasyon (K – 12 MTB – MLE, at iba pa) Amount: Php200,000.00 Date Notarized: 27 June 2013

UP Diliman	10	Memorandum of Agreement between the University of the Philippines, Diliman through the College of Engineering and the Philippine Council for Industry, Energy and Emerging Technology Research and Development (PCIEERD)	<p>Project: DOST Online Practice Tests for the PSHS and DOST – SEI Examinations</p> <p>Duration: Six (6) months effective upon signing of the parties</p> <p>Amount: Php1,399,000.00</p> <p>Date notarized: 7 June 2012</p>
	11	Memorandum of Agreement between the University of the Philippines through the National Hydraulic Research Center (NHRC), College of Engineering and the Department of Environment and Natural Resources (DENR)	<p>Project: Development and Simulation Model on the Total Maximum Daily Load for the ManilaBay</p> <p>Amount: Php8,450,000.00</p> <p>Effectivity: Effective upon signing by the Parties and shall continue to be in full force and effect until the completion of the agreements</p> <p>Date notarized: 18 July 2013</p>
	12	Memorandum of Agreement between the University of the Philippines through the Law Center and the Bureau of Customs (First Party)	<p>Project: Mandatory Continuing Legal Education (MCLE)</p> <p>Amount: Php3,500.00 per lawyer-participant with a minimum of 50 participants</p> <p>Period of the Project: 4-5, 10-11 April 2013</p> <p>Date notarized: 19 July 2013</p>
	13	Memorandum of Agreement among the University of the Philippines through the College of Mass Communication, Rural Empowerment Assistance & Development Foundation, Inc. (READ), and the Aurora Polytechnic College (APC)	<p>Project: CMC’s Assistance to APC in terms of Curriculum Development for a Certificate on Broadcast Media and Conducting a Training Program for the Staff/Personnel of APC’s TV-Radio Station</p> <p>Amount: Php11,500.00 for tuition fees and other school fees of each scholar</p> <p>Period of the Project: Effective upon signing and shall continue in full force and</p>

			effect unless terminated under the conditions of the Agreement Date notarized: 8 August 2013
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FISCAL MATTER

UNIT		TITLE	PROJECT/AMOUNT/ DURATION
UP Diliman	1	Contract of Lease between the University of the Philippines and the National Council of Churches of the Philippines (Lessee) through the Church of the Risen Lord	Leased Premises: Approximately 5,000 square meters area located within the University of the Philippines Diliman Campus, bounded by Agoncillo, Laurel and Gomburza Streets Rental Rate: Php10,000.00 monthly plus 12% VAT Effectivity: Three years from 1 June 2012 to 31 May 2015 Date notarized: 29 July 2013

MATTERS SUBMITTED FOR INFORMATION OF THE BOARD

The Board **NOTED** the following:

- A. Letter dated 8 August 2013 of SILVERIO CABELLON, Jr., MD, President of the University of the Philippines Medical Alumni Society in America (UPMASA) Regarding a Plan to Establish a New Medical School and a New Hospital Center in the UP Diliman Campus

B. Delegated Authority to the President subject to INFORMATION of the Board

1. Revised Academic Calendar of UP Diliman for AY 2013 - 2014

The item that was added in the revised calendar is the date on the Removal examination period for Summer 2014.

The President approved the request on 30 August 2013.

2. Revised Academic Calendar of UP Manila for AY 2013-2014

ACADEMIC EVENTS	FROM	TO
End of Classes	8 Oct, Tue	14 Oct, Mon
Period of Integration	9 Oct, Wed	15 Oct, Tue
Final Exam		
Graduating	10 Oct, Thu – 12 Oct, Sat	16 Oct, Wed – 18 Oct, Wed-Fri
Others	10 Oct, Thu – 17 Oct, Thu	16 Oct, Wed – 19 Oct, Sat and 21 Oct, Mon – 23 Oct, Wed
Submission of Grades		
Graduating	23 Oct, Wed	25 Oct, Fri
Others	25 Oct, Fri	30 Oct, Wed
Removal Period	18 Oct, Fri – 25 Oct, Fri	24 Oct, Thu – 30 Oct, Wed
Registration Period'		4 Nov, Mon – 8 Nov, Fri
Graduating and Freshmen	29-30 Oct. Tue-Wed	
Others	4 Nov, Mon – 8 Nov, Fri	

The changes are recommended because of the suspension of classes for several days brought about by heavy rains and deep floods in Manila.

The President approved the request on 12 September 2013.

C. Contracts/Agreements

(Delegated Authority to the President subject to information of the Board [cost not exceeding P75 Million Pesos, 1286th BOR Meeting, 28 February 2013])

CU		Title of / Parties to the Contract/s	Project/Amount/Duration
UP System	1	Notice of Award granted to Imax Technologies Incorporated	UPS SPMO 2013-016 Procurement of Product eUP Component 4: Infrastructure Development Projects: Fiber Optic Network Equipment for UPCU Part III Amount: Php4,220,008.00
UP Diliman	1	General Construction Agreement between the University of the Philippines and the T&D Power Systems Corporation (Contractor)	Proposed Re-routing and Re-wiring of Service Entrance of Vargas Museum Amount: Php945,000.00 Duration: 30 Calendar Days
UP Open University	1	Contract for Services between the University of the Philippines Open University and the Phileosoft IT Services (Provider)	Subscription and Regular Maintenance Service for MyPortal and Related Student Academic Services Amount: Php266,784.00 Term: 1 March 2013 to 31 August 2013
UP Cebu	1	Notice of Award granted to Rex E. Morales Construction	UPS SPMO 2012-068 Design and Construction of the University of the Philippines Cebu – Lahug Campus Library, Cebu City Amount: Php23,311,818.86

4. Notice of Award

CU		NAME OF CONTRACTOR	PROJECT/ AMOUNT/DURATION
UP Diliman	1	Alleyway Construction BAC Resolution No. 13-052	Project: Proposed Renovation of Palma Hall Building – Package 1 (CSSP) located at Palma Hall Pavilions 1& 2, UP Diliman, QC Contract Amount: Php38,547,706.24

Highlights of the discussion

Chair Licuanan reminded the President on discussions regarding changing of the school year. President Pascual replied that it is still in the process of consultation.

Faculty Regent Abadingo inquired about the plan to put up a new medical school in Diliman. Chair Licuanan said that it was based on a letter of Dr. Cabellon, President of UPAAP in America (UPMASA), which is a possible proposal.

President Pascual informed the Board that this proposal had been floating for almost two (2) to three (3) years, from the time he visited Washington DC. This proposal had something to do with the fact that the PGH had become more of a public rather than a research hospital. This is the motivation behind the setting of a research hospital in Diliman.

Chair Licuanan expressed hope to get updates on the proposal.

Student Regent Melgarejo raised an issue on the relocation site of the informal settlers where the UP Cebu - Lahug Campus Library would be constructed, given the Notice of Award granted to Rex E. Morales Construction Company. She proposed looking for a way to settle the issues of the informal settlers, while acknowledging the relative needs of the students.

President Pascual stressed that there are laws governing the informal settlers and he ensured that UP and its contractors would abide by these laws.

OTHER MATTERS

Matters endorsed by the President for consideration by the Board, the actions of the Board are indicated at the end of the item:

A. Request to Purchase Two (2) New Vehicles by the Agricultural Mechanization Development Program (AMDP) of the Institute of Agricultural Engineering, College of Engineering and Agro-Industrial Technology (IAE-CEAT), UP Los Baños, with an Estimate Amount of Php2,668,000.00 Chargeable vs. University Revolving Fund, Code 9312832

The AMDP has an immediate need of the vehicles for the mobility of its engineers, researchers, and extension workers for developing and promoting agricultural mechanization technologies and other related agricultural and bio-systems engineering technologies. Although the AMDP has three (3) vehicles under its name, these units have shown their age and are most of the time, under repair. Moreover, their road worthiness is already in doubt. The acquisition of these new vehicles will ensure a more efficient system of delivering AMDP services to prospective clients.

The AMDP has identified the following vehicles with an estimated cost of Php2,668,000.00, chargeable vs. University Revolving Fund, Code 9312832:

Quantity	Item	Total Estimated Cost
1	2012 Toyota Innova 2.5J Diesel, Manual Transmission	Php2,668,000.00
1	2013 Toyota Hi-Ace – Grandia 2.5, 2-Tone, Diesel, Manual Transmission	

Board action: APPROVED

B. Request Permission to Cut a Cotton Tree Located at Kalayaan Hall, a Student Dormitory

The *kapok/buboi* tree (*Ceiba pentandra* Linn) grows abundantly in the Philippines and is not in the list of endangered indigenous tree species. The tropical tree is native to Mexico, Central America and the Caribbean, Northern South America.

There is a need to cut the kapok tree to make way for improvements in Kalayaan Dormitory.

The original request was dated 17 November 2011 and the UP Diliman CMO/Kalayaan Hall was then advised to pursue alternatives (such as cutting of branches or trimming). However, the onslaught of the rainy/typhoon season again requires the preventive measure of cutting down the tree which threatens the dormitory roof.

The President endorses the request for approval of the Board.

Board action: DEFERRED

Highlights of the discussion

Chair Licuanan asked the reason for cutting the tree.

President Pascual said that this proposal is to pave the way for the improvements being done in the Kalayaan Dormitory. The President requested to defer the discussion and suggested to look at the matter closely.

Regent Gonzalez-Montinola proposed to refer the matter to the university experts to assess if there are trees that need to be cut.

President Pascual informed the Board that there is a process in the University regarding the cutting of trees. He also assured the Board that the expertise of the top landscape architects of the country, who are either UP alumni or professors of the UP College of Architecture, would be tapped by the University.

C. On Professor Emeritus Appointment

The following documents were provided for the information of the Board:

- Document 1: Letter to Honorable Chair Patricia B. Licuanan of the members of the Academic Personnel Committee of the School of Economics, UP Diliman
- OSU picked up the document from the Office of Chair Licuanan on 19 September 2013
 - Included in the BOR Agenda under Other Matters
- Document 2: Document from OSU:
- Article 207 of the Revised University Code (Re: Retired Professor being appointed to Professor Emeritus)
- Document 3: Document from OSU:
- Excerpt from the Minutes of the 1243rd BOR Meeting held on 29 May 2009 on the Proposed Criteria and Selection Procedure for Appointment to Professor Emeritus showing the approval of the recommendations of the *Ad Hoc Committee to Review Criteria and Selection Procedure for Appointment to Professor Emeritus* by the UP Diliman Executive Committee (EXECOM) at its meeting held on 16 March 2009
- Document 4: Document from OSU:
- Excerpts from the Minutes of the 1281st BOR Meeting held on 26 July 2012 and from the 1282nd BOR Meeting held on 20 September 2012 showing the salient features of the proposal and the Board's APPROVAL IN PRINCIPLE and FINAL APPROVAL, respectively, of the Revised Guidelines on the Selection Criteria and Process of Professor Emeritus
- Document 5: Additional Document:
- Copy of UP Diliman University Council Resolution that was passed during its 127th regular meeting held on 1 July 2013 at the National Institute of Physics, College of Science, UP Diliman
- Letter of Chancellor Saloma dated 8 August 2013 (Thursday) received by OSU on 13 August 2013
 - Referred to OVPAA on 22 August 2013 (Thursday) for appropriate action
 - Received by OP on 2 September 2013 (Monday) – noted/for action of PAEP
 - Endorsed by PAEP for BOR on 24 September (Tuesday) – handed by PAEP to Secretary De Las Llagas on 24 September

2013 at 5:10 p.m. NOTE: The same document was officially received by OSU on 25 September 2013

- Included in the BOR Agenda under Other Matters

There were three (3) additional documents available, aside from the materials that the Faculty Regent provided and the letter that Chair Licuanan forwarded to the Secretary for distribution to the Board.

Secretary De Las Llagas informed Chair Licuanan that her office collated the various materials in one blue folder, which included the letter the Chair was referring to. This was for the Board to have additional information on the matter.

President Pascual reiterated his proposals to create two (2) committees:

1. A committee by the administration to look at the University Council resolution, revisit the policy, and to gather facts; and
2. A Regents' Committee to look into the Pernia case. The members are: Regent Chief Justice Puno, Regent Gonzalez-Montinola, and Regent Albarracin.

Faculty Regent Abadingo would be a resource person.

Chair Licuanan reminded the President about his consultation report.

Secretary De Las Llagas asked if there is a need to respond to the letter of the faculty of the School of Economics as suggested by Regent Congressman Romulo. The President said yes and the response would be to inform them that a committee would be organized to look into the points raised by them.

D. On Reneging Fellows

Regent Gonzalez-Montinola suggested looking into the problem of reneging fellows.

President Pascual told the Board that a system level committee could help the Board look into the steps to be undertaken to address the problems and to gather historical data on this.

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EXECUTIVE ORDER

A. EXECUTIVE ORDER No. PAEP 13-06

Date : 17 September 2013
To : All Concerned
From : (Sgd.) **ALFREDO E. PASCUAL**
President
Subject : **Amendment to Executive Order No. PAEP 13-05**

Upon joint recommendation of Chancellor Raymundo D. Rovillos of UP Baguio and Director Jose Neil C. Garcia of UP Press, Executive Order No. PAEP 13-05 issued on 7 June 2013, is hereby amended as follows:

From:

“3. Staff for the U.P. Press Bookstore at UP Baguio shall be hired and supervised by U.P. BAGUIO on a special project basis. U.P. BAGUIO shall execute a standard contract for special projects with the hired individual/s, who shall be paid a daily wage equivalent to the mandated minimum daily wage prevailing in Baguio City. The fund for such compensation shall be provided by U.P. PRESS and U.P. BAGUIO on 50-50 basis.”

To:

“3. Staff for the U.P. Press Bookstore at UP Baguio shall be hired and supervised by U.P. BAGUIO on a special project basis. U.P. BAGUIO shall execute a standard contract for special projects with the hired individual/s, who shall be paid a daily wage equivalent to the mandated minimum daily wage prevailing in Baguio City. The fund for such compensation shall be provided by U.P. PRESS and U.P. BAGUIO on 50-50 basis. The actual amount shall be jointly decided by the Chancellor of UP Baguio and the Director of UP Press.” (*Underscored portion has been added.*)

The amendment takes effect on 7 June 2013.

ADMINISTRATIVE ORDERS

A. ADMINISTRATIVE ORDER NO. PAEP 13-79

Date : 6 September 2013

To : VP Lisa Grace S. Bersales, OVPPF
VP Maragtas S.V. Amante, OVPA
VC Virginia C. Yap, OVCA, UP Diliman
VC Joselito C. Jamir, OVCA, UP Manila
AVPA Nestor O. Rañeses, OVPA
Prof. Noreen P. Escultura, Director, UPS Budget Office
Dr. Angela D. Escoto, Director, HRDO, UPD
Dr. Reynaldo Ang, Deputy Director for Administration, PGH, UPM

cc : OSU

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Creation of a Committee on PBB 2013**

Kindly constitute yourselves as a Committee, with VP Bersales as Chair and VP Amante as Co-Chair, to oversee the compliance of the University with the guidelines set by the Inter-Agency Task Force (IATF) on the Performance-Based Bonus under Executive Order No. 80.

The following will be the specific objectives of the Committee:

- a. Adopt and undertake a communication strategy which will engage the constituent units and the delivery units in the process of understanding and meeting the targets under the Performance-Based Bonus (PBB) scheme as well as the need to deliver outputs to meet these targets;
- b. Collect all relevant information and data from the delivery units in compliance with the requirements set by the Inter-Agency Task Force;
- c. Review that data to ensure compliance with the criteria set by the Inter-Agency Task Force and submit such appropriate agencies;
- d. Review the ranking of all delivery units and individual personnel qualified to receive the PBB;
- e. Respond to all communications sent by the Inter-Agency Task Force relevant to the matter; and

- f. Make recommendations to the President on critical issues relevant to the granting of Performance-Based Bonus.

The Committee may secure the services of resource and support personnel as required. Expenses will be charged to the Office of the President.

The Committee Chair, Co-Chair, and Members shall be entitled to honoraria consistent with the rates for Committees (Level 2) approved by the Board of Regents at its 1199th meeting on 26 August 2005.

The Committee shall submit regular progress reports from 1 October to 31 December 2013.

B. ADMINISTRATIVE ORDER NO. PAEP 13-80

Date : 6 September 2013

To : VPAA Gisela P. Concepcion
VPPF Lisa Grace S. Bersales
VPD Elvira A. Zamora
VPPA J. Prospero E. De Vera III
VPLA Hector Danny D. Uy
University Secretary Lilian A. de las Llagas
Chancellor Caesar A. Saloma, UPD
Chancellor Grace J. Alfonso, UPOU
VC Joselito C. Jamir, OVCA, UP Manila

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **UP Leadership Workshop**

As part our strategic initiatives, the UP Leadership Workshop for the fresh (2013) batch of CU officials, deans and directors will proceed as follows:

Date : 18 to 20 September 2013
Wednesday to Friday, 3 days
8:00 AM to 5:00 PM

Venue : Teodoro Room, E. Virata Hall (ISSI Building)
UP Diliman Campus

Kindly note your requested role as a resource person and your specific day/time slot in the program. Please prepare and submit your presentation as indicated, highlighting the key points and emphasis of your office based on the suggested theme.

Deadline for submission through the OVPA, for inclusion in the reference package/kit, is on before 13 September 2013 (Friday).

Padayon, UP!
Shaping Minds that Shape the Nation

C. ADMINISTRATIVE ORDER NO. PAEP 13-81

Date : 11 September 2013

To : Prof. James Ryan O. Jonas - Chair
Dr. Maria Gloria V. Talavera - Member
Prof. Manuel C. Manuel III – Member
Dr. Daniel Vincent H. Borja – Member
Prof. Luis Diego D. Lee - Member

cc : *Dr. Elvira A. Zamora, Vice President for Development*

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Task Force to Formulate a Comprehensive Business Plan for the UP Professional Schools Bonifacio Global City (BGC)**

Please constitute yourselves into a Task Force to prepare a Comprehensive Business Plan for the UP Professional Schools Bonifacio Global City (BGC), with Prof. James Ryan O. Ronas of the College of Business Administration as Chair, and Professors, also from the College of Business Administration, as Members.

The Task Force shall formulate a Business Plan that will propose how the UP Professional Schools BGC may be optimally utilized to meet the requirements of the various colleges and units of the University (such as the College of Law, College of Engineering, College of Business Administration, School of Statistics, College of Engineering, UP Open University, College of Architecture, among others). Such requirements may include but not be limited to academic and continuing education programs. The Business Plan shall also propose supplementary uses with the objective of enhancing the facility's viability and sustainability.

The Task Force may secure the services of resource persons and support personnel as required.

Project milestones and deliverables shall be in accordance with the timetable and budget, as follows:

PROJECT TIMETABLE

Activity	Weeks 1-2	Weeks 3-8	Weeks 9-14	Weeks 15-16	Weeks 17-18
Project Mobilization	XX				
Meeting with Stakeholders		XX			
Competitive Benchmarking		XX			
Customer Analysis: Academic Programs and Related Services			XX		
Customer Analysis: Resource Generating Services			XX		
Financial Analysis				XX	
Finalization and Submission of the Business Plan				XX	XX

PROJECT BUDGET

Item	Amount (PhP)
Honoraria of Chair, Members, Technical/Research Support Staff, Resource Person	Rates to be approved by the President
Research Expenses	100,000
Contingency Allowance	30,000

D. ADMINISTRATIVE ORDER NO. PAEP 13-82

Date : 12 September 2013

To : Dr. Jaime D.L. Caro

cc : *Dr. Elvira A. Zamora*
Vice President for Development

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Special Detail as eUP Project Director Under the Office of the President**

Pending the formal organization of an Information Technology Office under the Office of the President, you are hereby assigned on Special Detail as *eUP Project Director* reporting directly to the President, effective immediately.

With this assignment, you shall assume the duties and responsibilities pertaining to the University's IT resources and services, which have been previously assigned to the Vice President for Development, as follows:

- Implementation of the eUP project and other IT initiatives;
- Management of the University's IT resources and data Systemwide;
- Provision and management of interconnection among the campuses Systemwide;
- Formulation of strategies, plans and policies for the development, acquisition, and deployment of all components of the University information system and intercampus network and communications infrastructure and resources;
- Coordination of Systemwide IT initiatives with the designated units, committees and project teams;
- Promotion of interaction and collaboration among students, faculty and staff via appropriate IT technologies; and
- Implementation of a suitable program for replacement, maintenance and upgrade of IT infrastructure.

You shall continue to hold, and be eligible to all applicable entitlements of the position of Assistant Vice President for Development.

E. ADMINISTRATIVE ORDER NO. PAEP 13-83

Date : 18 September 2013

To : Dr. Maria Corazon de Ungria, CS, UP Diliman
Dr. Ma. Carmen Jimenez, CSSP, UP Diliman
Dr. Milagros Laurel, CAL, UP Diliman

cc : *VPAA Gisela P. Concepcion*
Chancellors and Dean of UP Cebu

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Constitution of a Committee to Review Applications for Research Dissemination Grant (RDG) and Monitoring of Deliverables**

Pursuant to the approval of the 2013 OVPAA Special Project 2, please constitute yourselves into a Committee with Dr. Maria Corazon de Ungria as Chair and Dr. Ma. Carmen Jimenez as Co-Chair. The Committee is expected to do the following:

- a. Formulate a set of criteria for the evaluation of applications for research dissemination grants;

- b. Evaluate the CU-recommended applications and endorse favourably to the Vice President for Academic Affairs (VPAA) applications that have met the RDG criteria. The VPAA shall review the recommendations of the Committee and send them to the President for approval.
- c. Establish a database of the approved Research Dissemination Grants and come up with a mechanism to automatically send a reminder to the grantees for the submission of their deliverables (i.e., one month after the conference); and
- d. Evaluate the deliverables/final outputs of the RDG grantees two months after the conference.

Evaluation of applications shall be done quarterly: soon after the 15 February, 15 May, 15 August and 15 November deadlines.

The Committee Chair, Co-Chair and Member shall be entitled to receive honoraria using the BOR-approved rates.

The Committee shall be allotted P20,000 for MOOE. The Committee honoraria and MOOE shall be charged against the 2013 OVPA Special Projects Fund.

F. ADMINISTRATIVE ORDER NO. PAEP 13-85

Date : 20 September 2013

To : The Chancellors
The Dean of UP Cebu
OVPPF
OVPA
CU Internal Auditors

cc : *Myrose April C. Victor*
OIC, System Internal Audit Office, Office of the President

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Resolution of Audit Findings on Internal Audit of Cash**

In light of the System Internal Audit of Cash of the University held last October to December 2012, please ensure that the action items required from your respective CUs are closed out. Some of these items are also part of the findings of the Commission on Audit on the 2011 financial accounts of the University.

For the audited CUs, the summary of your respective audit findings, which have been provided last December 2012 to your respective OVCAAs, is attached for your reference.

In order to ensure that identified issues are consistently being resolved throughout the entire UP System, note that action is also required for CUs which were not actually audited.

Please submit management responses on the audit findings to Ms. Myrose April C. Victor, OIC, System Internal Audit Office, by Friday, 11 October 2013. As necessary, your responses shall also be consolidated into the University's management responses on related COA findings.

G. ADMINISTRATIVE ORDER NO. PAEP 13-86

Date : 20 September 2013

To : Prof. Abraham P. Sakili
Department of Arts Studies
College of Arts and Letters, UP Diliman

cc : *Dr. Evangeline C. Amor and other members of the Committee*
Chancellor Caesar A. Saloma

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Appointment as Additional Member of the Committee on the Sablay**

Upon recommendation of Dr. Evangeline C. Amor, Chair, you are hereby appointed member of the Committee on the Sablay retroactive to the first meeting you attended.

Enclosed is your copy of the original Administrative Order and the Terms of Reference for the Committee.

You will be given some token honorarium at the end of your assignment based on University policies.

I appreciate your willingness and enthusiasm to be part of this committee while on sabbatical leave.

H. ADMINISTRATIVE ORDER NO. PAEP 13-88

Date : 24 September 2013

To : Dr. Nestor O. Rañeses
Assistant Vice President for Administration

cc : *OVPA
OVPPF
OVPA
OVPD
OVPPA
OVPLA
All Chancellors
The Dean, UP Cebu
OSU
CBO
Accounting Office
HRDO*

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Officer-in-Charge of the University, 25-28 September 2013**

I hereby appoint you Officer-in-Charge of the University while I am in Baguio City to attend the UP System Conference-Series 3, and the System-wide meeting on streamlining of academic degree programs on 25-28 September.

I. ADMINISTRATIVE ORDER NO. PAEP 13-89

Date : 25 September 2013

To : Atty. Danilo L. Concepcion
Dean, College of Law, UPD

Prof. Armin B. Sarthou
College of Architecture, UPD

Atty. Florinida A. Blanca
Officer-in-Charge, Legal Office, UPLB

Dr. Priscelina P. Legasto
Former Dean of UPOU and Former AVP for Public Affairs

cc : *VPs, Chancellors and Dean, UP Cebu*

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Creating an Ad Hoc Committee to Formulate a UP Naming Rights Policy for Academic Units and Programs**

Please constitute yourselves into a Committee, with Dean Danilo Concepcion as Chair, to formulate a policy on naming of and granting of naming rights for academic units (colleges, schools, institutes, etc.) and programs of the University.

Attached are the Committee's Terms of Reference (TOR) for your guidance.

To jump-start the Committee, we have compiled from selected foreign and local universities documents relative to naming rights policies. You may find most enlightening pertinent documents from the University of California, which is a public university like the UP. Included in the compilation are sample naming rights policies from the Philippines, Australia and New Zealand.

In performing your tasks, the Committee is authorized to tap experts, or any office or unit in the UP System, and to charge incidental expenses to the Office of the President. The Committee's Chair and members shall be entitled to receive honoraria at rates to be approved by the President.

Kindly submit your Draft Report on or before 30 October 2013, and your Final Report within two weeks after your receipt of the results of consultations to be conducted by the Chancellors and the UP Cebu Dean as explained in the TOR.

Thank you.

J. ADMINISTRATIVE ORDER NO. PAEP 13-90

Date : 27 September 2013

To : Prof. Patricia R.P. Salvador Daway, College of Law, UPD
Dr. Cecilia A. Florencio, College of Home Economics, UPD
Dr. Candida B. Adalla, Former Dean, College of Agriculture,
UPLB
Dr. Alberto B. Roxas, PGH, UPM
Dr. Raul V. Fabella, Former Dean, School of Economics, UPD

cc : *Vice Presidents, Chancellors, UP Cebu Dean, OSU*

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Creating a Committee to Review the Policies and Guidelines on the Selection and Appointment of Chancellors and of Deans and Directors of Principal Units**

Please constitute yourselves into a Committee, with Prof. Daway as the Chair, to review the University's existing policies and guidelines on the selection and appointment (1) of Chancellors and (2) of Deans and Directors of Principal Units, identify and examine the issues being raised against the said policies and guidelines or their implementation, and recommend appropriate amendments that will address the issues and streamline the selection process. The Committee shall treat the policies and guidelines on the selection of Chancellors separately from those pertaining to Deans and Directors of Principal Units.

As part of the review, the Committee shall examine the advisability of adopting the practice of first considering the reappointment of an incumbent who is seeking and is eligible for a second term, based on an evaluation of past performance. This means that a competitive selection process will be conducted only if the incumbent fails the performance evaluation. Should the said practice be found acceptable, the Committee shall formulate the necessary policies and guidelines.

The review will not cover the existing rule on the number of consecutive terms the subject officials may hold office.

The UP President will meet with the Committee within two weeks from the date of this AO to discuss the list of issues that will be addressed by the Committee.

Attached for your guidance is a compilation of pertinent provisions of the UP Charter of 20087 (Republic Act No. 9500). Also attached are copies of Board-approved policies on the matter, and recent AOs constituting search committees for chancellors.

The Committee is authorized to seek the assistance of resource persons in the performance of its tasks. All expenses incurred by the Committee in the performance of its functions will be charged to the Office of the President.

The Committee Chair and Members shall be entitled to receive honoraria at rates to be approved by the President.

Encl. as stated

K. ADMINISTRATIVE ORDER NO. PAEP 13-91

Date : 30 September 2013

To : Dr. Lisa Grace S. Bersales
Vice President for Planning and Finance

cc : *OVPA*
OVPPF
OVPA
OVPD
OVPPA
OVPLA
All Chancellors
The Dean, UP Cebu

OSU
SBO
Accounting Office
HRDO

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Officer-in-Charge of the University, 3-6 October 2013**

I hereby appoint you Officer-in-Charge of the University from 3-6 October 2013 while I am in Boracay, Aklan for the Philippine Business for Education (PBEd) National Industry-Academe Council Agenda-Setting Meeting.

MEMORANDA

A. MEMORANDUM NO. PAEP 13-26

Date : 19 September 2013

To : Dean Liza D. Corro
UP Cebu

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Inquiry on Having Open Admission to UP High School Cebu**

In connection with the inquiry of Dr. Aurelio P. Vilbar, Principal of UP High School Cebu, about the possibility of having an open admission system to UP High School Cebu, may I have your opinion or recommendations on the matter?

You may conduct consultations with various stakeholders in Cebu and may use the results of your consultations as inputs to your recommendations.

Can I have your recommendations on or before 25 October 2013?

Thank you.

B. MEMORANDUM NO. PAEP 13-27

Date : 25 September 2013

To : All Vice Presidents, Chancellors, UP Cebu Dean
Heads of Units, Faculty and Staff

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **Merit Incentive II for CY 2013**

Background

The merit incentive, based on satisfactory performance, is given annually to qualified UP personnel, depending on availability of funds, as approved by the UP Board of Regents¹. This is to recognize their dedicated service to the University and inspire them to be more efficient, productive and creative.

1. Coverage and amount of merit incentive

1.1 Regular & non-regular employees in active service. UP personnel, WITH PERFORMANCE RATING OF AT LEAST “SATISFACTORY” for the period January to June 2013, regardless of salary or appointment status (whether regular, permanent, temporary, contractual, casual or substitute) expected to have rendered at least four (4) months of service to the University, as of 30 September 2013, shall be granted Five Thousand Pesos (P5,000) each.

1.2 Newly hired employees. Those hired this year and expected to have served for at least one (1) month but less than four (4) months as of 30 September 2013 and with a performance rating of at least “SATISFACTORY” as certified by their unit heads, for the period January to June 2013 (if applicable), shall receive prorated share of merit incentive as follows:

Less than 1 month	0%	None
1 month but less than 2 months	25%	P1,250
2 months but less than 3 months	50%	P2,500
3 months but less than 4 months	75%	P3,750

1.3 Employees who are separated/retired. Those who have rendered active service but have been separated from the University due to retirement/resignation/death from 01 January 2013 to 30 September 2013, with a performance rating of at least “SATISFACTORY” as certified by the unit heads shall likewise receive pro-rated share of the merit incentive grant as follows, based on the number of months that they have served during the period January to September 2013:

¹ The authority to pay the second Merit Incentive for CY 2013 was approved by the BOR at its 1290th meeting held on 30 August 2013.

Less than 1 month	0%	
1 month but less than 2 months	25%	P1,250
2 months but less than 3 months	50%	P2,500
3 months but less than 4 months	75%	P3,750
4 months & above	100%	P5,000

- 1.4 Part-time personnel including lectures in service from January to September 2013 shall receive one-half (1/2) of the benefits of full-time personnel, in proportion to their months of service

1 month but less than 2 months	P625
2 months but less than 3 months	P1,250
3 months but less than 4 months	P1,875
4 months & above	P2,500

- 1.5 REPS and administrative staff who also teach part-time as lecturers are entitled only to the merit incentive in their regular position; in their home unit/college.

2. Source of funds and date of payment

Payment of the merit incentive is charged to CU RF/savings. Payment shall be made as soon as the CUs are ready but not earlier than 30 September 2013.

3. Exclusions

The following are not-entitled to the merit incentive grant:

- 3.1 Those under preventive suspension of the date of payment;
- 3.2 Those who were penalized with suspension from office; or were separated from the service for cause during the period from 1 January 2013 to the date of payment for litigated administrative cases;
- 3.3 Those who were absent without official leave (AWOL) as of the date of payment;
- 3.4 Those who were not hired as part of the organic manpower of UP such as consultants or experts serving for a limited period to perform specific activities or services with expected outputs; apprentices; laborers of contracted projects; those paid by piecework basis; and other similarly situated.

C. MEMORANDUM NO. PAEP 13-28

Date : 25 September 2013

To : Vice President for Planning and Finance
Vice President for Administration
All Chancellors
Dean, UP Cebu
Director, PGH

From : (Sgd.) **ALFREDO E. PASCUAL**
President

Subject : **2013 Third and Fourth Rice Subsidy/Allowance**

The Board of Regents, at its 1290th meeting on 30 August 2013, approved the grant of third and fourth tranches of rice subsidy/allowance for 2013 equivalent to One Thousand Five Hundred Pesos (₱1,500.00) per tranche to be given to the administrative personnel covered by the Collective Negotiation Agreement (CNA) between the University and All-UP Workers Union (APWU) and to the faculty and REPS covered by the CNA between the University and the All-UP Academic Employees Union (AUPAEU).

In the spirit of equity, the Board of Regents also approved that the same rice subsidy/allowance of ₱1,500.00 be given to the faculty, REPS and administrative personnel not covered by the CNAs between the University and the Administrative and Academic Unions.

This shall be charged against the savings of the Constituent Universities and the Philippine General Hospital, subject to all applicable government accounting and auditing rules and regulations.

The Vice President for Administration is authorized to issue the guidelines on the implementation/supervision of distribution of the rice subsidy/allowance.

The coordinated release will be on 5 November 2013, as the CUs agreed through a referendum.

UNIVERSITY ADMINISTRATION

BOARD OF REGENTS

Hon. PATRICIA B. LICUANAN, Chair
Chair, Commission on Higher Education

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