



The University of the Philippines

GAZETTE

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DECISIONS OF THE BOARD OF REGENTS

1295th MEETING, 6 FEBRUARY 2014

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

1294th Meeting, 16 December 2013

- A. On the Proposal to Pilot the Shift in UP's Academic Calendar in Academic Year 2014-2015 in the Following Constituent Units (CUs): UP Los Baños, UP Manila, UP Visayas, UP Open University, UP Mindanao, UP Baguio, and UP Cebu**

President Pascual presented the proposal to pilot the shift in academic calendar starting August 2014. Seven (7) CUs will participate in the pilot run.

The complete proposal (Annex 1) is on file in OSU Records.

Board Action: **APPROVED**, subject to evaluation after one (1) year of implementation.

- B. On the Renaming of the College of Business Administration into Cesar E.A. Virata School of Business**

Upon instructions of the Board, the Cesar E.A. Virata School of Business (CEAVSB) had constituted a Special Committee to do an extended consultation regarding the renaming of the College of Business Administration (CBA). To brief the Board about its recommendations, President Pascual invited the Chair of the Committee, Dr. Gloria Talavera, and with her are the other members of the committee: Dr. Helen Valderrama and Dr. Dave Borja. Dr. Valderrama made the presentation on behalf of the committee.

A copy of the presentation (Annex 2) is on file at OSU Records.

Board Action: The Board sustained its original decision to rename the College of Business Administration into *UP Cesar E.A. Virata School of Business* (1287th BOR Meeting, 12 April 2013).

- C. On the Resolution of the UP Diliman University Council on Professor Emeritus Appointment at its meeting held on 1 July 2013**

Board Action: The Board decided not to rescind its approval of the new selection criteria for Professor Emeritus and not to rescind whatever waiver the Board had granted in the past.

D. On the Recommendations of the Board of Regents on Dr. Pernia’s Appointment as Professor Emeritus

Board Action: The Board granted the request of the System Committee to complete the evaluation until the March 2014 Board meeting.

E. On the Extended Search for the Deanship of the UP Cesar E.A. Virata School of Business

President Pascual informed the Board that this matter is now part of the agenda for approval, under General Governance.

F. On the Proposal to Designate the UP President as Authorized Signatory for the CHED-UP Memorandum of Agreement (MOA) on the PCARI Project

A copy of the presentation (Annex 3) is on file in the OSU Records.

Board Action: APPROVED

G. Comments of Student Regent Melgarejo on the Minutes of the 1294th Meeting of the Board of Regents Held on 13 December 2013

Student Regent Melgarejo clarified that the abstention she made to the Socialized Tuition System (STS) 2013, as reflected in the minutes of 1294th Meeting of the Board of Regents held on 13 December 2013, was essentially a NO vote. She said that the General Assembly of Student Council passed a Resolution on 26 January 2014 calling for the scrapping of STS and for rolling back of tuition fees.

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

A. REPORT OF THE PRESIDENT

13 December 2013 – 05 February 2014

“Update on Yolanda-related Support Programs and Related Activities

1. Financial Assistances from UP and the National Government to individual victims
 - Distress Relief Allowance of Php 3K for all UP faculty and personnel
 - Additional Distress Relief Allowance of Php 2K for UPV faculty & personnel
 - To be released soon: Calamity Assistance of approximately Php 45K per employee in the form of housing materials to Yolanda-affected faculty and staff of UPVTC & UPM SHS

- Ongoing application: Financial assistance (Php 100K/P30K) for housing repairs from the President's Social Fund thru the PMS – Applicants: Tacloban, Palo, Cebu, Iloilo
2. Institutional Assistancess from UP and the National Government to UP Units
 - Php 3,442,800.00 from UP System to UP Visayas for the following: Psycho-social Support Programs for Yolanda Survivors in UPV (Php 460,500); Student Assistance Program thru Provision of Meal Allowances (Php 2,880,900); and Student Assistance Program thru Provision of new UP IDs (Php 101,400)
 - Ongoing application of UP to Malacanang: rehabilitation/relocation of UPVTC and SHS = Php 1.341B
 3. STFAP Re-bracketing, Cash Allowances/Stipend, Meal Assistance (in kind)
 - Php 672,000 from UP System to UP Cebu for stipend of 62 UPV Tacloban E2 students
 - For re-bracketing charged vs fund of other CUs – see table/stat and individual reports from the CUs
 4. Dormitory Accommodation – see table
 5. Psycho-social assistance – thru individual CUs (as reported at the PAC). Ex.: in UPD, thru OCG, CSSP-Psych, CAL, CSWCD
 6. Tulong UP Fund and other collections
 - 6.1 Tulong UP (with UP Foundation, Inc.) as of 30 Jan 2014: Total Collected; Disbursement to date; Balance
 - 6.2 Cash deposited with UP System: Php 300,000 (UP Class '63)
 - 6.3 From Senator Pia Cayetano
 7. Academic Support – ex: conduct of make-up and enrichment classes in UPD during the Christmas Break
 8. Personal and school needs – blankets, footwear, the likes; free use of computer and printing, etc.
 9. Ocular Inspection of UPVTC and UPM SHS and possible relocation site, 4 Feb 2014
 10. Assessment Report of Team Silvestre
 11. Dialogue with Students (After the PAC meeting, 20 January)

**Return of PNOC-EC Scholarship Fund
Team PAEP's Mid-term Report
Other events and speaking engagements**

- 14 December – attended Willie Nepomuceno's concert entitled "Comic Relief", a UPAA fund-raiser for UP's Yolanda victims. Event was held at the Music Museum in Greenhills, San Juan

- 16 December – visited by a group of UP alumni who were former dormers headed by Malou Allado, Precy Toledo, Dina Balbin-dela Cruz and Carmen Roa Africa who handed their donation for Yolanda victims
- 17 December – spoke at the Arts Productivity System and Scientific Productivity System Awarding Ceremonies
- 18 December – visited by DOTC Assistant Secretary Jaime Rafael Feliciano, DOTC Undersecretary Rene Limcaco and Atty. Paulo Mapula
- 18 December – spoke at the annual UP Diliman Lantern Parade
- 6 January – visited by M.T. Dy-Kho of Asian Development Bank
- 7 January - guest at the Embassy of Portugal’s wine testing event with an exhibition by Manuel D. Baldemor
- 8 January – met with President Soonhoon Ahn of the Asia Pacific Career Development Association (APCDA). I was jointed by Ms. Annabelle Sangalang and Prof. Oscar Gomez of the UPD Office of Counseling and Guidance
- 8 January – received the UP Class ’63 alumni headed by former CHED Chair Dr. Ester Garcia, Atty. Boni Alentajan, Prof. Ed Misleng, Prof. Aurora Lianko, Mrs. Dolly Buenaflor, Mrs. Maribel Wico-Padiernos and Prof. Art Isidro. They handed their donation for Yolanda victims.
- 10 January – attended the 2014 Management Association of the Philippines Board of Governors Meeting
- 10 January – guest at the dinner hosted by Korean Ambassador Lee Hyuk together with VP Elvie Zamora, VP Maragtas Amante and AVP Cristopher Espina
- 13 January – delivered the welcome remarks at the Asian People’s Land Rights. The VPPA represented me at the dinner hosted on my behalf.
- 17 January – gave a lecture on the topic “Intellectual Freedom and Industry-Academe Partnership for High Impact Research and Sustainable Public Service” at the UPLB-College of Economics and Management Seminar Series
- 21 January – received Pres. Nora Lumbea-Magnaye and other officials of the Batangas State University
- 23-24 January – attended the 2nd Philippine Business for Education (PBEd) Higher Education Summit held at Shangri-la Mactan Resort and Spa, Cebu City
- 26 January - guest at the Republic Day of India
- 29 January – administered the oath of the new set of officers of the UP XDS alumni association
- 30 January – Spoke at the book Launch of “The Half-Remembered Past” by Nelson A. Navarro (Philippine Collegian Editor-in-Chief, 1967-1968)
- 3 February – Received Ms. Polly Cortez of FUPFA at my office
- 3 February – Meeting with Bionas Chairman and UNESCO officials. I was joined by Chancellor Rex Victor O. Cruz and Prof. Rex Demafilis of UPLB
- 4 February – 1-day trip to UPV Tacloban College for an ocular inspection of both UPVTC and SHS, including their proposed relocation sites.

Alfredo E. Pascual
6 February 2014”

**B. REPORT OF THE FACULTY REGENT
“30 January 2014**

A. Visit to UP Diliman Extension Program in Pampanga

We visited UP Diliman Extension Program in Pampanga on December 3, 2013. We were warmly welcomed by the Director who joined our dialogue with the faculty.

Hereunder are the issues raised:

1. Promotion
It has been almost four years since the last promotion. The faculty asked when the next round of promotion would be. The Faculty Regent assured them that the President is doing his best to get promotions money from DBM.

The faculty requests that the criteria for promotion be revisited and that these be widely disseminated.
2. Need to rationalize extension work
The faculty requests that extension work be rationalized. They are asking when should a faculty get credit for doing extension. When a faculty gets honoraria for doing extension work, can it be credited for promotion?
3. Grant of travel allowance to faculty
Many of the faculty travel from Diliman. They are asking on the possibility of granting them travel allowance. What about travel insurance?
4. Possible housing benefits/housing allowance for the Director
The Director who is not from Pampanga is currently renting a house using personal funds. Is there a possibility of granting her housing allowance?
5. Request for an official vehicle
This has been favourably acted upon by the Board in its December 2013 meeting.
6. Possible inclusion of dependents under FAHPE
The faculty are requesting that the FAHPE be revisited and look into the possibility of including the dependents of both the faculty and the non-teaching staff under the FAHPE.
7. Increase in undergraduate thesis honorarium.
8. Increase in overload honorarium rates
9. Request for additional thirteen (13) faculty items

10. Request for a clinic
At present, the unit makes use of the services of a faculty who is a medical doctor. They are asking if this faculty could be given honorarium for the extra work she is doing. They are also requesting for a nurse. Moreover, they want to find out if they can be included in the procurement of the UP Diliman Infirmary.
11. Request for dengue spray
12. Request for annual flu shot

B. Visit to School of Health Sciences, Koronadal

We visited the School of Health Sciences in Koronadal on December 9, 2013. We were joined by the Staff Regent, the President of the UP Manila All UP Academic Union and the former Staff Regent. The current Director warmly welcomed us.

SHS Koronadal has around 64 students, 5 faculty including the Director and one administrative assistant who is on a job order status. They get their pay from UP Manila. Two guards and two utility workers are courtesy of the provincial government.

Our group paid a courtesy call on Governor Fuentes who indicated her commitment to support SHS. It was actually she who started the program in coordination with the then UP Manila officials led by Chancellor Ramon Arcadio.

Hereunder are the concerns raised:

1. Lack of faculty items
At present 2 items (Instructor 2 and Instructor 3) are loaned from UPLB. The campus needs additional items so they can proceed to the nursing program and eventually to the MD program.
2. Lack of support for faculty development
The faculty feels that they are not given support for faculty development. For instance, they don't get announcement for training on time. There is no support for attendance in conferences, seminars, etc.
3. The faculty who served as OIC of the unit for months did not get the appropriate entitlements.
4. The faculty who handle the NSTP courses have not been given the honoraria due them.
5. Since the staff, both teaching and non-teaching, could not have their annual physical medical exam taken at PGH, can they be given the corresponding amount so they can have their annual physical medical exam near their place of work?

6. Since they are part of UP Manila, they are asking if they are entitled to hazard pay.
7. The academic calendar of SHS is different from the rest of the UP campuses. They don't have summer leave. The faculty is asking if they could be granted cumulative vacation leave.
8. Is it possible to grant the faculty travel allowance when they go to Manila for official business?
9. The current Director is a newly-appointed Associate Professor and is not tenured. Is it possible to give him cash advance?

SHS is an actual operationalization of the University's value of service to the people. The campus deserves all the support it needs both from UP and the local government. It is pitiful to see the students cramped in makeshift "bahay kubo" and surviving on a meal of rice with "ginamos."

C. An Open Letter from Super Typhoon "Yolanda" Victims in the School of Health Sciences, University of the Philippines Manila

The Office of the Faculty Regent received a copy of the aforementioned letter on 24 January 2014. The signatories (17 faculty members and 15 administrative personnel) wrote to bring to the attention of concerned authorities the plight and current state of the UP Manila School of Health Sciences that according to them has not received the necessary attention and assistance it needed/deserves from UP Manila since it was devastated by Super Typhoon "Yolanda" more than two months ago.

As reported by Dean Destura, the current state of SHS includes the following facts:

1. Four (4) buildings totally damaged;
2. Asbestos materials scattered all over its campus, especially in the administration building;
3. A temporary roofing of tarpaulin was installed by male administrative staff in the academic building, which now serves as the temporary office of the dean, faculty and administrative staff;
4. Clean-up of debris in the campus were single-handedly done by members of the school and its guards;
5. No usable communication equipment, computers, printers, DLPs, etc;
6. No electrical power and internet connection;
7. Boarding houses of the students were either partial or totally damaged not to mention the condition of the staff (both academic and non-academic) who lost homes, properties, and barely survived with their lives in the disaster and;

8. Students lost their personal belongings such as books, laptops and cellular phones, uniforms and hospital paraphernalia;
9. Damage to official records, documents, library and teaching resources; loss of teaching materials, personal resources of both the faculty and the staff.

The signatories pray for the immediate and preferential attention of authorities to the rehabilitation of SHS and the needs of its constituents.

LOURDES E. ABADINGO

Faculty Regent
University of the Philippines System”

C. REPORT OF THE STUDENT REGENT
“6 February 2014

Convention of the General Assembly of Student Councils

For the month of January, the Office of Student Regent convened the General Assembly of Student Councils last January 25 to 26 held at the University of the Philippines Mindanao campus. During the GASC, student leaders from all over the system were able to come together to share the current issues, from the lack of facilities to facing repressive policies. And by discussing these issues, the GASC was able to come up with several resolutions. Below are the resolutions passed by the GASC:

1. That the General Assembly of Student Councils stands firm against the renaming of the UP Diliman College of Business Administration to the Virata School of Business
2. That the General Assembly of Student Councils stands firm against the UP Diliman Draft Code of Student Conduct
3. That the General Assembly of Student Councils stands that the proposal for the shift in the academic calendar should be studied further
4. Resolution requesting the support of the GASC for the immediate release of Maricon Montajes, Taysan 3
5. A resolution calling the 37th General Assembly of Student Councils to support the campaign in scrapping the Socialized Tuition and Financial Assistance Program (STFAP), to roll back tuition in up and fight for greater state subsidy
6. Resolution Calling for Scrap of Existing Organization Policies and the Replacement Thereof by A Student-Sponsored and Democratically Drafted Policy
7. Resolution to the GASC to support the call to the UP administration for a centralized disaster response in the UP System

8. A resolution for the immediate and collective action for the rehabilitation of UPVTC and UPM-SHS-Palo
9. Request for Donation of Medical Equipment and Medical Books to the UPM-SHS-Palo Students by the UP Student Councils and Student Organizations
10. Resolution to rescind the approval of the Board of Regents on the memorandum on the imposed laboratory fees to Class D patients
11. Resolution to safeguard the rights of students to library services
12. Resolution to call for the transparency and accessibility of the Cultural Fee

For the students and the people,

KRISTA IRIS V. MELGAREJO

Student Regent

University of the Philippines System”

D. REPORT OF THE STAFF REGENT

- “1. Visited UP School of Health Sciences in Koronadal on December 9, 2013 with the Faculty Regent. We were able to meet with the faculty and their lone staff member who doesn’t have an item as of this time. Also learned about the condition of our students in UP Koronadal. Six students squeezed themselves in a nipa hut built as a residence inside the campus. There were 11 huts in all.
2. Was appointed coordinator for relief efforts for UPV Tacloban College by UPV Chancellor Espinosa. Additional relief assistance were sent to UPV Tacloban personnel as well as UPM SHS, Palo. Also facilitated accommodations and called for additional help for cross-registering students at the UPV Iloilo City campus. There were 59 cross enrollees in Iloilo City and UPV Miag-ao.
3. Visited UPV Tacloban for the second time on January 22, 2014 with Vice Chancellor for Academic Affairs Emilia S. Yap and Vice Chancellor for Administration Nestor Yunque in time for the formal opening ceremonies of UPV Tacloban and addressed UPV faculty staff and students re: efforts of the UP and UPV administration.
4. Consulted with UPV Tacloban constituents together with VC Yunque. They are appealing for help particularly in the repairs of their houses and living quarters. As of this time, it is still hard to purchase construction materials in Tacloban and they don’t have the funds to finance reconstruction of their individual homes. (Note: A referendum was recently circulated for calamity assistance to UPV Tacloban and Palo employees. Pres. Pascual also visited on February 4, 2014, the faculty and staff in Palo and Tacloban who, in turn, relayed their happiness and appreciation for the help extended).

5. There were also employees from UP Visayas in Iloilo who were directly affected by Typhoon Yolanda and whose houses were destroyed. They are also appealing for help, as well as those from Northern Iloilo, Antique and employees of the Batan Mariculture Station in Aklan.
6. Polished the proposal for the sickness expansion of the Service Recognition Pay after consulting with constituents in various CUs. Submitted the proposal through the Office of the Vice President for Administration.

ANNA RAZEL L. RAMIREZ
Staff Regent”

MATTERS SUBMITTED FOR APPROVAL BY THE BOARD

GENERAL GOVERNANCE

The Board **APPROVED** the following:

A. Appointment of University Officials

UP Diliman

Prof. **BEN PAUL B. GUTIERREZ** as Dean, UP Cesar E.A. Virata School of Business, effective 6 February 2014 until 31 July 2016

Assoc. Prof. **KATHLEEN LOURDES B. OBILLE** as Dean of the School of Library and Information Studies (SLIS), effective 6 February 2014 until 5 February 2017

UP Manila

Prof. **JOSE FLORENCIO F. LAPEÑA, JR.** as Vice Chancellor for Administration, UP Manila, effective 01 January 2014 to serve at the pleasure of the Chancellor

ACADEMIC MATTERS

The Board **APPROVED** the following, or as otherwise indicated at the end of the item:

A. The “ONE U.P.” DIPLOMA

The documents regarding the “One U.P.” Diploma – its specifications and samples (Annex 8) are on file in the OSU Records.

B. Proposal of the University Council Committee on Academic Policies and Programs (UC CAPP) on UPD English Proficiency Requirements and Doctoral Degree Requirements, as Approved by the UP Diliman University Council at its 128th meeting held on 18 November 2013

Introduction

The doctoral degree is the highest level of formal academic qualification. It requires students to complete extensive, independent, supervised research. There are different models of the doctoral program curriculum but when completed, the research must make a valuable contribution to the current body of knowledge.

There are a variety of models for the doctoral programs. The doctoral program in UP Diliman is patterned after the US model, which requires completion of formal course work, qualifying/candidacy requirements, conduct and successful oral defense of a dissertation research. Program requirements differ in terms of:

- the extent of course work required (limited to none, as in Australia, Japan, and many universities in Europe)
- the requirement of an oral defense; or
- other requirements, such as publication and presentation in scientific conferences

The proposed revisions to the General Guidelines of the Doctoral Programs in UP Diliman were motivated by two proposals from the College of Science, particularly from the Institute of Biology and the Marine Science Institute. The proposal recommends a third option for offering the doctoral program. The proposed curriculum framework reduces the number of formal graduate courses for students admitted into the doctoral program with a Master's degree in the discipline. The modified mode is expected to address the varying levels of talent, maturity, research experience and learning styles, facilitate the development of more doctoral degree graduates and result in a significant increase in the publication output.

Existing general guidelines for doctoral programs prescribes the completion of a program of study consisting of (24) units of formal graduate courses for students admitted in the doctoral program with a Master's degree in the discipline. It is primarily this policy that deters approval of the proposed curriculum by the UC Committee on Curriculum. Hence, the proposal was endorsed to the UC Committee on Academic Policies and Programs (UCCAPP) for review and appropriate action.

The UCCAPP consulted with the Colleges and other academic units through focus group discussions to get their views on the proposal of the Marine Science Institute and the Institute of Biology for a research-focused Ph.D. program. The units that participated were the following: Archaeological Studies Program, Asian Center, Cesar E.A. Virata School of Business, College of Architecture, Arts and Letters, Education, Engineering, Home Economics, Human Kinetics, Law, Mass Communication, Public Administration and Governance, Science, Social Science and Philosophy and Social Work and Community Development: Institute of Islamic Studies; School of Economics, Library and Information Studies, Statistics, Labor and Industrial Relations and Urban and Regional Planning; and the Technology Management Center. These units were grouped into six (6) clusters and participated in the FGDs conducted last September 11, 18,19,20,23 and 27, 2013.

The first three FGDs were facilitated by UCCAPP members Dr. Elizabeth Enriquez and Prof. Emilio Ozaeta, and Dr. Odine Maria de Guzman and Asst. Prof. Anna Melinda de Ocampo for the second batch of FGDs. Benchmarking of Doctoral programs in select ASEAN universities were undertaken by Dr. Rene Ofreneo.

Here are some highlights of FGDs:

1. In principle, majority of the participants are agreeable to the research-focused doctoral proposal as a viable third option to the existing programs. They have noted that this program may address the ASEAN integration and accelerate the production of doctorate degree holders. This will also serve as a benchmark for the other disciplines. However, this type of program according to some participants may work for disciplines, like social sciences, but not for others as in the case of SURP or the Cesar EA Virata School of Business, which are professional schools.

2. The reactions and comments from the participants may be broadly grouped into three, concerning the requirement, administrative matters, and resources.

a. With regard to the admission requirements, it was unanimously agreed that there should be a clear selection process for prospective students, then individual units may infuse their own additional guidelines.

b. Several issues were raised regarding administrative matters. Several participants inquired about the tuition scheme for this type of program. One participant shared his experienced at Columbia University where a student pays for 24 units, though one is not allowed to take 24 units for the semester. There is a general rule of taking a maximum of 19 units. On one hand, it was also suggested that a committee may look into packaging the entire program cost similar to those in Singapore, Australia, etc.

Also, one participant pointed out having three types of Doctoral programs would be administratively complex as it will affect faculty recruitment. If more faculty will focus on research – based doctoral students, who will handle the formal courses? Participants would like to know how the loading of the faculty will be determined or should there be a load credit for thesis advising. There is also a need to upgrade the honorarium of advisers.

c. With regard to resources, participants underscored the need to look into the resources of the unit, such as faculty, laboratory, and equipment to fully support a program that is research intensive. Also pointed out was the need to produce faculty with specialization. “Specialists should guide research-based students and not generalists.”

As a follow-up to these FGDs, the UCCAPP met with heads of the clusters of the Curriculum Committee and the Office of Instruction to discuss the feedback gathered from the FGDs, review existing university guidelines for graduate programs, and come up with the UCCAPP proposal.

The following is the summary of proposals submitted for consideration of the University Council. A matrix of Existing vs. Proposed guidelines is provided.

- a. Revision of the English language proficiency requirement in the Graduate programs (Diploma, Master's and Doctoral programs)
- b. Revisions in the General Guidelines for Doctoral Programs
 - 1) General Requirements
 - 2) Program of Study
 - 3) Grade Requirement
 - 4) Candidacy/Comprehensive examination

Board Action: DEFERRED

C. Request of the College of Engineering, UP Diliman for Written Confirmation on UPD's Counterpart in the AUN/SEED-Net Project Phase 3 (March 2013 – March 2018) Waiver of Tuition and Educational Development Fund (EDF) Fees.

The ASEAN University Network/Southeast Asia Engineering Education Development Network Project is now on its Phase 3 from March 2013 to March 2018. The College of Engineering is a member institution and host institution in the fields of Environmental Engineering and Electrical Engineering. To sustain the Project for Phase 3, the College was requested to offer MS and PhD Scholarships to include continuing and new students as UPD's counterpart in cost sharing.

In this connection, the College of Engineering request for the extension of scholarship support to twenty five (25) foreign students in MS and PhD of the ASEAN University Network Southeast Asian Engineering Education Development Network (AUN/SEED-Net), through waiver of tuition fees, Educational Development Fund (EDF) fees and miscellaneous fees in the next five years, effective Summer 2014.

The waiver of the aforementioned fees represents UP Diliman's counterpart for the AUN/SEED-Net Phase 3 Project, and also its concrete step towards strengthening its internalization effort.

D. Proposal to Upgrade the Learning Resource Program (LRP) to the Learning Resource Center (LRC), UP Los Baños

Background

In April 1997, the Learning Resource Center (LRC) was institutionalized to coordinate all learning assistance programs for the University students. In December 2007, the UPLB LRC was integrated with the Office of Student Affairs (OSA) as Learning Resource Program (LRP).

Through the years and in order to maximize use of existing OSA resources, the functions and services of LRP were clarified and changed. These changes led into LRP focusing mainly on the following programs and services which are geared towards promoting academic excellence among students:

1. Summer Bridge Program (SBP)
2. Management of the Agricultural and Rural Development Scholarship (ARDS) Program
3. Tutorial Sessions (by consultation, face to face, and peer tutorials)
4. Management and operation of the Internet connected computer equipment available for students' use

Rationale and Proposed Action

In its quest to become a world-class University and in preparation for ASEAN 2015, UPLB needs to dedicate an office that would further its goals of promoting and ensuring academic excellence among its students and will support academic units in producing graduates who are more globally competitive.

Elevating the LRP to LRC is necessary to accommodate certain student support systems, which OSA can no longer handle due to the numerous functions it fulfills, and for the reinforcement of LRC as a major support arm towards the internationalization of UPLB students.

With the conversion to LRC, the present programs and services of LRP will be retained but will be enhanced and expanded. The said conversion will also enable OSA to focus on providing mainly non-academic support to students as LRC takes on the following mandates:

- Expanding existing academic-related programs and activities to include not only local undergraduate students but also international undergraduate and graduate students; including but not limited to customized academic support systems
- Institutionalizing and sustaining the UPLB Recruitment Program for the Best and the Brightest Students
- Providing support services to would-be or international/exchange students including, but not limited to, customized language programs and thesis and journal writing
- Complementing the Office for Institutional Linkages (OIL) in facilitating exchange programs that would provide opportunities for students to expose themselves to various programs offered by other competent and esteemed universities in the world.

Through the Center, which will be directly under the Vice Chancellor for Academic Affairs and will have a physical office at the Student Union Building Ground Floor (currently being occupied by Business Affairs Office as its extension office), the University will be able to give emphasis to the services that significantly help students in accessing learning resources especially through the aid of computer and other devices.

It can further the University's thrust for **academic excellence** through the following:

- Giving more attention to monitoring of academic performances (i.e., regular tracking of grades and other activities) of ARD scholars, "best and brightest" students, international/exchange students, and SBP participants so that services for them may be further enhanced

- Updating regularly the materials being used in the programs and improving the way the programs and services are being implemented as per assessment of the participants
- Institutionalizing tutorial services in order to accommodate more students who need tutorial and to provide incentives to faculty members who will render the services
- Having its own building with adequate area for its staff and clients, tutorial sessions, and computer services in order to provide its stakeholders a well-maintained and ideal place conducive to studying, project-making, or small group meetings

It also can further the University's thrust for **internationalization of UPLB students** through the following:

- Institutionalizing language (particularly ASEAN) training programs that will better prepare our graduates for the ASEAN 2015
- Facilitating study visits, cultural tours and cultural exchanges for all students-local or international

Overall, transforming LRP into a Center will aid UPLB in achieving its goal to become a world-class University that provides excellent services to the current and future *Iskolars para sa Bayan* and effectively and efficiently helps them achieve academic excellence.

Organizational Structure and Staff Functions

The following staff/personnel will be needed for the efficient delivery of the Center's programs and services:

- **Director**- overall in-charge of the management and supervision of the Center's thrusts, services, and activities
- **University Research Associate** (*existing item*)
 - Conducts researches that would contribute to the betterment of the services of the Center and the University
 - Prepares all the reports of the Center's activities and services
 - Assists in the supervision of all activities and services of the Center
 - Monitors the performances of ARD scholars, implementation of tutorial services and UPLB Recruitment Program
 - Provides computer programming and maintenance services for online and other information management systems especially related to the UPLB Recruitment Program (i.e. monitoring of UPCAT passers and actual enrollees who were part of the program), scholarship, tutorial, and other programs of the Center
- **Administrative Officer** (*to be requested*)
 - Responsible for clerical/secretarial and administrative works
 - Prepares Property Acquisition Receipts (PAR), Purchase Request and Order, Disbursement Vouchers, and payrolls for all activities and services offered by the Center
 - Assists the students in using the Center's facilities and services

- Maintains computer units in the Center including the laboratory that may be put up for students' use
- Serves as communication specialist who will draft all incoming and outgoing communications and prepare informational materials
- Maintains the filing system of the incoming and outgoing documents
- Assists in the planning and preparation of meetings, appointments and any other activities of the Center

E. Graduation of Students who completed all the Requirements for their respective Degrees/Titles as of the end of the First Semester/Trimester, AY 2013–2014, as Recommended by their Respective University Councils

1. **UP Los Baños** (Approved by the UP Los Baños University Council at its meeting on 9 December 2013)
2. **UP Manila** (Approved by the UP Manila University Council at its 92nd regular meeting on 5 December 2013)
3. **UP Visayas** (Approved by the UP Visayas University Council at its 102nd meeting on 11 December 2013)
4. **UP Mindanao** (Approved by the UP Mindanao University Council through referendum)
5. **UP Open University** (Approved by the UP OU University Council at its 44th meeting on 11 December 2013)

FISCAL MATTERS

The Board **APPROVED** the following:

A. Variation Order No. 2 of the General Construction Agreement with the China State Philippines Construction Corporation for the Construction of the Proposed Institute of Civil Engineering (ICE) Building Phase 1 in the amount of P2,592,426.60.

This refers to the BAC Resolution No. 13-095 recommending the Implementation of Additive/Deductive Works through Variation Order No. 1 in relation to the General Agreement with the China State Philippines Construction Cooperation for the Construction of the Proposed Institute of Civil Engineering (ICE) Building Phase 1 located at Engineering Complex, U.P. Diliman.

- Contract Price: P206,308,264.99
- Variation Order No. 1: P17,609,382.94
- Variation Order No. 2: P2,592,426.60

Total Amount of the two (2) Variation Orders: P20,201,809.54 (9.79% of the original Contract price)

A Certification of compliance with the requirements prescribed in Section 1.5 of Annex E of the Revised Implementing Rules and Regulations (R-IRR) of Republic Act No. 9184 in relation to the subject variation order was issued by the Office of the Campus Architect (OCA) dated 21 October 2013.

B. Proposed Utilization of the 20% Undergraduate Tuition Fee Increment (UGTFI) of the Office of the University Registrar, UP Diliman, as endorsed by the UP Diliman Fiscal Policies and Operations Committee (UPD FPOC) and UP Diliman Chancellor, specifically as follows:

| | |
|--|-----|
| Recognition award in the form of cash incentive (P5,000) and plaque of recognition grant to OUR Outstanding Employee | 20% |
| Staff Development Training | 25% |
| Maintenance and Other Operating Expenses | 25% |
| Equipment and Furniture | 30% |

N.B. Faculty Regent Abadingo asked why the Registrar’s Office has a share in the UGTFI. Chancellor Saloma explained that the OUR actually takes care of students who are “floating,” i.e. those waiting to be admitted to the regular colleges.

C. Proposed Amendment in the Utilization of the Graduate Tuition Fee Increment (GTFI) of the School of Urban and Regional Planning (SURP), UP Diliman, as endorsed by UP Diliman Chancellor

The School of Urban and Regional Planning (SURP) proposed amendment of the 1291st BOR approved Graduate Tuition Increment (GTFI) utilization, as endorsed by UP Diliman Chancellor, specifically:

- 1) To include in item no. 2, “ *conduct of conferences / symposia / seminars / workshops / meeting both local and international*”; and
- 2) To include in letter c (under item no. 2), “*Expenses incurred i.e., venue/s, accommodations, meals, token for speakers, transportation expenses, maintenance and repairs of vehicles and office equipment, expenses for office supplies and honoraria for Faculty, REPS and Administrative Staff in the conduct of conferences / symposia / seminars / workshops / meetings both local and international.*”

D. Release of the First and Second Tranches of Rice Subsidy for 2014 in the Amount of Php 1,500 per Tranche per Employee

Justification

- The bidding for the first and second rice subsidy will take advantage of the harvest season, with expected economies of scale and lower prices.
- The Collective Negotiations Agreement (CNA) between the All UP Workers Union (AUPWU) and the All UP Academic Union (AUPAEU) continues to be in force and effect, until a new CNA is negotiated and approved.
- Estimated funding requirement:

Php 1,500 x 2 tranches = Php 3,000 x 13,537 faculty & staff =
 Php 40,611,000.00

ADMINISTRATIVE MATTERS

The Board **APPROVED** the following, or as otherwise indicated at the end of the item:

A. Proposed 2012 Code of Student Conduct of UP Diliman (version 8 January 2014)

The proposal (Annex 9) as presented by Chancellor Saloma is on file at OSU Records

Board Action: DEFERRED

B. Increase in Subsidy for the Medical Physical Examination of Faculty and Staff in Constituent Universities (CUs) with No University Health Service Units, from Php 800 to Php 1,500

Justifications

- The UP Board of Regents (1157th meeting, 19 December 2001; 1159th meeting, 21 March 2002, 1252nd meeting, 18 December 2009) approved and adjusted the subsidy (from Php400 to Php800 per employee) for the annual medical examination of employees in campuses where there is no university health service units.
- UP Baguio has proposed an increase from Php800 to Php1,500 per employee, or an 87.5 percent increase from the old rate. The UP System Fiscal Policies and Operations Committee (SFPOC) in its meeting on 27 November 2012 discussed and endorsed the proposal.
- The CUs through their Chancellors shall be required to source the funds, and incorporate the increase in subsidy for the annual medical physical examination in their respective internal operating budgets.
- Subsequently, the President's Advisory Council (PAC) in its meeting on 18 February 2013 endorsed the proposal. The PAC meeting on 20 January 2014 reconfirmed the recommendations.
- Funding estimate required: Php955,500 to cover faculty and staff in CUs with no health services units (UP Baguio, UP Mindanao, UP Visayas, and UP Open University)

C. Request for Waiver of the 5-year Service Requirement under the Financial Assistance Program for Hospitalization Expenses (FAPHE), in the Case of the Following Employees from UP Baguio:

1. Mr. Mar Viernes, Administrative Assistant II, Office of the Chancellor
2. Ms. Myra Christine Caguioa, Instructor, Social Anthropology, College of Social Sciences

Justifications

- FAPHE guidelines approved by the UP BOR (1255th meeting, 27 May 2010) require 5-year service for employees to qualify for the maximum P200,000 benefit
- For humanitarian reasons, the Chancellor of UP Baguio requested the waiver for the two deserving faculty and staff
- The waiver establishes no precedence, and applies for these two specific cases only.

D. Request for Sabbatical Leave in Favor of Assoc. Prof. MA. CORAZON A. HILA of the Department of Theory, College of Fine Arts, UP Diliman, effective 1 November 2013 until 30 April 2014

The Academic Personnel and Fellowship Committee (APFC) at its meeting on 31 October 2013, reiterates its previous recommendation for the grant of Sabbatical Leave to Assoc. Prof. Ma. Corazon A. Hila effective 1 November 2013 until 30 April 2014.

While the Committee noted the sabbatical rule that “*In no case shall the sabbatical be granted within two years before the faculty member’s 65th birthday*”, APFC still recommends accommodating the spirit of the Sabbatical rule for Assoc. Prof. Hila. It was agreed that a six-month sabbatical will still enable her to satisfy the one year return service obligation from 1 May 2014 until 30 April 2015 (ten weeks or more than two months prior to her compulsory retirement on 12 July 2015).

In view of the foregoing, the APFC would like to appeal that the aforesaid sabbatical rule be waived in favor of Assoc. Prof. Hila.

E. Recommendation for Automatic Promotion of Prof. JUAN CARLOS T. GONZALEZ from Associate Professor 5 to Professor 1, College of Arts and Sciences, UP Los Baños

F. Request for Temporary Waiver of Faculty Tenure Rule in Favor of the Following:

UP Los Baños

Asst. Prof. **BONG M. SALAZAR**, Assistant Professor 1, Crop Science Cluster, College of Agriculture, effective 1 November 2013 until 31 May 2014

UP Manila

Assoc. Prof. **MA. CONCEPCION L. CRUZ**, Associate Professor 4 (PT), College of Medicine effective 14 March 2012 until 31 May 2014.

Prof. **MA. TERESA G. DE GUZMAN**, Associate Professor 1, Department of Behavioral Sciences, College of Arts and Sciences, effective 14 October 2013 until 31 May 2014

Prof. **JESUS N. SAROL, JR.**, Professor IV (Part-time), National Teacher Training Center for Health Professions (NTTC - HP), effective 14 October 2013 until 31 May 2014

UP Baguio

Asst. Prof. **DEXTER JANE L. INDONG**, Assistant Professor 1, Department of Mathematics and Computer Science, College of Science, effective 1 November 2013 until 31 May 2014

G. Appointment of Faculty

- 1. Reappointment of Prof. JOSEPH ANTHONY Y. LIM as Professor 12 (Salary Grade 29-8) School of Economics, UP Diliman, effective 1 June 2013 until 31 May 2014**

The Academic Personnel and Fellowship Committee (APFC) assessed that Dr. Lim had “lost his permanent status upon retirement from government service” (June 2005). Thus, the APFC decided that Dr. Lim’s current appointment would have a temporary status, effective 1 June 2013 until 31 May 2014. He may be recommended for tenure upon submission of proof of refereed publications in the last five years.

- 2. Transfer to Permanent Status**

UP Diliman

Asst. Prof. **EMILY CHRISTI A. CABEGIN**, Assistant Professor 7, School of Labor and Industrial Relations, effective 6 February 2014

Asst. Prof. **JOANNE V. MANZANO**, Assistant Professor 1, College of Arts and Letters, effective 6 February 2014

Asst. Prof. **CZAR JAKIRI S. SARMIENTO**, Assistant Professor 1, College of Engineering, effective 6 February 2014

Asst. Prof. **CRISTABEL F. TIANGCO**, Assistant Professor 1, UP Diliman Extension Program in Pampanga, effective 6 February 2014

UP Los Baños

Asst. Prof. **MA. DESIREE B. ALDEMITA**, Assistant Professor 1, College of Arts and Sciences, effective 6 February 2014

Asst. Prof. **FAITH S. MARANAN**, Assistant Professor 3, College of Arts and Sciences, effective 6 February 2014

Asst. Prof. **DENISE ESTER O. SANTIAGO**, Assistant Professor 2, College of Engineering and Agro-Industrial Technology, effective 6 February 2014

UP Manila

Asst. Prof. **DINDO P. CAFÉ**, Assistant Professor 4, College of Arts and Sciences, effective 6 February 2014

Assoc. Prof. **MA. TERESA G. DE GUZMAN**, Associate Professor 1, College of Arts and Sciences, effective 6 February 2014

Asst. Prof. **JASPER JOHN A. OBICO**, Assistant Professor 1, College of Arts and Sciences, effective 6 February 2014

UP Visayas

Asst. Prof. **SUSAN MILA P. ALVAREZ-TOSALEM**, Assistant Professor 2,
College of Arts and Sciences, effective 6 February 2014

UP Cebu

Asst. Prof. **HAZEL A. TRAPERO**, Assistant Professor 1, Social Science
Cluster, effective 6 February 2014

3. Extension of Appointment Beyond Compulsory Retirement Age of 65

UP Diliman

Prof. **LENI L. QUIRIT**, Professor 3, Institute of Chemistry, College of
Science, effective 2 January 2014 until 31 May 2014

**MATTERS SUBMITTED FOR CONFIRMATION
BY THE BOARD**

ACADEMIC MATTERS

The Board **CONFIRMED** the following:

- A. Graduation of Twenty-Five (25) UP Manila students to enable them to meet the application deadline set by the Professional Regulatory Commission, recommended by the UP Manila University Council at its 92nd meeting held on 5 December 2013**
- B. Agreements/ Contracts**

| UNIT | | TITLE | PROJECT / AMOUNT / DURATION |
|-------------|---|---|---|
| UP System | 1 | Amendment to the Memorandum of Understanding between the University of the Philippines Diliman and Department of Environment and Natural Resources (DENR) | Project: Establishment of the UP Center for Environmental Governance changed to UP Program for Environmental Governance |
| | 2 | Memorandum of Agreement between the University of the Philippines and the Advanced Science and Technology Institute (ASTI) through Philippine Research, Education and Government Information Network (PREGINET) | Project: Connectivity for UP Campuses Amount: P22,735,800.00 Duration: 1 May 2013 until 30 April 2014 Date notarized: 7 January 2014 |

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| UP System | 3 | Academic Exchange Agreement between the University of the Philippines through Office of Institutional Linkages and the Kogakuin University, Japan | <p>Project: Academic Exchange</p> <p>Duration: Shall take effect upon signing and shall be valid for a period of five years</p> <p>Date signed: 23 November 2013</p> |
| UP Diliman | 1 | Memorandum of Agreement between the University of the Philippines and the Miriam College Foundation Inc., (Fourth Renewal) | <p>Project: Academic Cooperation</p> <p>Duration: Shall take effect upon signing by the parties and shall remain in force for a period of three (3) years</p> <p>Date notarized: 18 November 2013</p> |
| | 2 | Project Contract between the University of the Philippines through the College of Engineering and the Japan International Cooperation Agency (JICA) for Asean University Network/Southeast Asia Engineering Education Development Network (AUN/SEED-Net) | <p>Project: AUN/SEED-Net Project on Collaborative Research Program (AUN/SEED-Net Project no. UP CR1301)</p> <p>Duration: Upon signing until 15 March 2014</p> <p>Amount: US\$69,000.00</p> <p>Date notarized: 23 August 2013</p> |
| | 3 | Agreement on Research Collaboration between the University of the Philippines and the Danish Institute Against Torture (DIGNITY) | <p>Project: Research Collaboration on Graduate Scholarships on Violence, Suffering and Human Rights in the Philippines</p> <p>Duration: 1 November 2011 to 31 May 2016</p> <p>Date notarized: 24 October 2013</p> |
| | 4 | Memorandum of Agreement between the University of the Philippines and the Philippine Coconut Authority (PCA) | <p>Project: On-Road Test of 5% Coco-Methyl (CME) Biodiesel Blend (B5) in Public Transport</p> <p>Duration: Shall take effect upon signing hereof by the Parties and shall continue to be valid and binding upon completion of the Project</p> <p>Date notarized: 13 August 2013</p> |
| | 5 | Internet Service Agreement between the University of the Philippines and the Comclark Network and Technology Corporation (COMCLARK) | <p>Project: Internet Connectivity to UP via fiber optic line, 24 hours a day, 7 days a week</p> <p>Amount: P1,660,500.00 annually</p> |

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| | | | Duration: One (1) year starting 15 May 2013 to 14 April 2014 Date notarized: 14 November 2013 |
| UP Diliman | 6 | Academic Agreement Cooperation between the University of the Philippines and the M.V. Lomonosov Moscow State University, Russia | Project: Promote cooperation in the area of joint research and academic exchanges Duration: Will come into force upon signing and is valid for a period of five (5) years Date notarized: 31 October 2013 |
| | 7 | Agreement on Academic Cooperation between the University of the Philippines and the Jeonju University, Korea | Project: Academic cooperation Duration: Valid for five (5) years from the date of signing by the representatives of both Universities Date notarized: 10 April 2013 |
| | 8 | 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 Development (PCIEERD) | Project: The establishment and operation of the Philippine Institute of Integrated Circuits Amount: P20,581,911.00 Duration: Effective upon signing Date notarized: 6 September 2013 |
| UP Open University | 1 | Memorandum of Agreement between and among UP Open University, Quezon Power (Philippines), Limited Co. (QPL), Office of the Representative of the First District Of Quezon (1 st District of Quezon), Local Government Unit of Mauban Quezon (Mauban-LGU), Department of Education (DEP-ED QUEZON) and UP Open University Foundation, Inc. | Project: Phase 4 of the Teacher Development Program “TDP4:An Integrated Approach for Quality Education in Quezon Province” Amount: P9,210,000.00 Duration: Shall take effect upon signing and shall remain in force for the entire 36- month duration of the project Date notarized: 11 September 2013 |

FISCAL MATTERS

The Board **CONFIRMED** the following:

A. Proposal of the College of Law to Charge a Reservation Fee for Admission in the Amount of Php5,000.00

Applicants with no proven capacity to pay the reservation fee shall be exempted from payment, and shall be included in the list of students to be considered for a scholarship grant.

The “reservation fee” is an entirely new category of student fees, and is not included in the list of delegated authority to the President or the Chancellor. While the President may exercise discretion in its approval, confirmation by the UP Board of Regents maybe necessary.

Justifications

Due to limited resources, the UP College of Law admits only 240 applicants every year, but an increasing number of those admitted do not push through with their enrolment, and enrol elsewhere. Applicants next in rank could not be offered admission due to time constraints.

Observations

- The reservation fee is distinct from the Law Aptitude Examination (LAE) fee, and is an entirely new category of student fee.
- The UP College of Law in its LAE announcement beginning of 2013 said that a P5,000 reservation fee shall be charged to qualified students.
- The proposed reservation fee is non-refundable, and will be deposited to a trust account to support College of Law student activities (Jessup Moot court, bar operations, etc.)
- Upon checking the websites of other colleges of law (Ateneo, De La Salle, UST, San Beda, San Sebastian, etc.), there is no similar reservation fee.
- Current UP LAE fee is Php1,500 per applicant; Php2,000 for late applicants. Ateneo College of Law charges Php1,600 admission testing fee; while UST College of Law charges Php225 admission fee and Php500 examination fee, per applicant

B. Confirmation of the Approval by the Board of Regents via Referendum (Conducted on 28-30 January 2014) of the Proposal to Provide Calamity Assistance in the Form of Housing Materials to Yolanda-Affected Faculty and Staff of UP Visayas in Tacloban and UP Manila School of Health Sciences in Palo

Background

The devastation brought about by Typhoon Yolanda in Leyte on 8 November 2013 killed thousands of its residents and destroyed numerous buildings and houses. U.P.’s two campuses and their employees and students were not spared. Three students, 1 personnel, 15 immediate family members of the UPV Tacloban College (UPVTC)

constituents were killed. UPVTC buildings sustained major damage in varying degrees while the UP Manila School of Health Sciences in Palo campus was practically wiped out. Around 200 UPVTC students who cross-enrolled in other U.P. campuses have already been assisted through the STFAP re-bracketing, provision of free accommodation, and provision of food allowances. Furthermore, budget for infrastructure rehabilitation has already been requested. There is a need to also provide for assistance to the employees who have been affected.

Proposed Calamity Assistance to Faculty and Staff

To address the needs of employees Yolanda-affected U.P. campuses in Leyte, the U.P. President proposes that a budget of P6M from the Reprogrammed Funds approved by the BOR in its 1289th meeting on 29 July 2013 be allocated for housing materials to be distributed to faculty and staff of UP Visayas in Tacloban (P4.4M) and UP Manila School of Health Sciences-Palo (P1.6M).

The Chancellors of UP Visayas and UP Manila shall develop the specific guidelines on how to allocate the housing materials to individual employees for approval by the UP President. The guidelines should be based on the following considerations:

1. cost-effective procurement
2. individual employees' needs
3. individual employees' profile (e.g., husband and wife are both employees of UPVTC).

Basis for the Budget

The proposed budget is based on the request of the UPV Chancellor in his letter to the UP President, dated 20 January 2014, requesting for provision of construction materials worth P4.15M for 97 UPVTC employees(Attachment 1) and the SHS dean's information through a phone call that 36 employees of SHS-Palo are in need of assistance. Thus, approximately P45,000 per employee for 133 employees is the basis for the budget of P6M.

MATTERS SUBMITTED FOR INFORMATION OF THE BOARD

The Board **NOTED** the following:

A. Concurrent Resolution Providing for the Legislative Calendar for the First Regular Session of the Sixteenth Congress of the Philippines

Resolved by the Senate, the House of Representatives concurring, that the Legislative Calendar for the First Regular Session of the Sixteenth Congress of the Philippines be as follows:

CALENDAR OF SESSIONS

1. Commencement of Session - July 22, 2013 to September 27, 2013
2. Adjournment of Session - September 28, 2013 to October 13, 2013
3. Resumption of Session - October 14, 2013 to October 25, 2013
4. Adjournment of Session - October 26, 2013 to November 17, 2013
5. Resumption of Session-November 18, 2013 to December 20, 2013
6. Adjournment of Session – December 21, 2013 to January 19, 2014
7. Resumption of Session – January 20,2014 to March 14, 2014
8. Adjournment of Session – March 15, 2014 to May 4, 2014
9. Resumption of Session – May 5, 2014 to June 13, 2014
(Sine Die Adjournment)
10. Adjournment of Session – June 14, 2014 to July 27, 2014

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

1. **Revision in the 2013-2014 Academic Calendar of UP Visayas for the Undergraduate and Graduate Programs under the Semestral and Trimestral Schemes**

| Activity | From | To |
|--------------------|----------------------------|----------------------------|
| Lantern Parade | Friday, 20 December 2013 | Tuesday, 17 December 2013 |
| Christmas Vacation | Saturday, 21 December 2013 | Wednesday,18 December 2013 |

The adjustments in the academic calendar are necessary to:

- a. Allow students to go home earlier
 - b. Allow employees to enjoy the 5–working day mandatory break
-
2. **Academic Calendars for AY 2014- 2015**
 - a. UP Open University Semestral and Trimestral Academic Calendar for AY 2014-2015 (Approved by the President on 2 January 2014)

3. 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 Diliman | 1 | Deed of Donation and Acceptance between the University of the Philippines and the Bridgebury Realty Corporation | Project: Civil Works at the Washington Sycip Garden of Native Trees Amount: P2,994,065.42 Date notarized: 22 October 2013 |
| | 2 | Memorandum of Agreement among the University of the Philippines Diliman through the College of Education, the Office of Senator Teofisto Guingona III (Senator Guingona), and the Local Government of Quezon City (Quezon City Government) | Project: Purchase of 5 units LCD Amount: P200,000.00 Duration: Shall commence immediately upon receipt of the Notice of Cash Allocation, and shall be completed within twelve months thereafter Date notarized: 15 February 2013 |
| | 3 | Construction Agreement between the University of the Philippines and the PGM Construction and Plumbing Services | Project: Proposed Completion of College of Human Kinetics Multi – Purpose Building Amount: P524,880.50 Duration: Sixty (60) Calendar days as specified in the Notice to Proceed to be issued by the University Date notarized: 26 September 2013 |
| | 4 | Contract between the University of the Philippines through the College of Mass Communication and the Legit Entertainment and Media Company, Inc. (Service Provider) | Project: Contract for Radio and Airtime and Production Services Amount: P6,348,310.00 Duration: 25 October 2013 to 24 December 2014 Date notarized: 25 October 2013 |

| | | | |
|--------------------|---|---|--|
| UP Diliman | 5 | Construction Agreement between the University of the Philippines and the Accuracy Builder Enterprise (Contractor) | <p>Project: Proposed Replacement of Retaining Wall and Miscellaneous Works at National Science and Research Institute (NSRI) Building</p> <p>Amount: P1,986,723.01</p> <p>Duration: Sixty (60) Calendar days as specified in the Notice to Proceed to be issued by the University</p> <p>Date notarized: 26 September 2013</p> |
| UP Open University | 1 | General Construction Agreement between the University of the Philippines Open University (UPOU) and the Ammarsons Construction Services Corporation | <p>Project: Construction of UPOU Community Hub</p> <p>Amount: P21,204,238.67</p> <p>Duration: 240 Calendar days from the date of receipt of the Notice to Proceed</p> <p>Date notarized: 23 September 2013</p> |
| | 2 | Lease Agreement between the University of the Philippines Open University and the Cagayan State University | <p>Project: Contract of Lease for testing/examination venue on the exam dates designated</p> <p>Duration: One (1) year effective 01 June 2013</p> <p>Amount: P18,000.00 annually</p> <p>Date notarized: 5 September 2013</p> |
| | 3 | Lease Agreement between the University of the Philippines Open University and Catanduanes State Colleges | <p>Project: Contract of Lease for testing/examination venue on the exam dates designated</p> <p>Duration: Effective for one (1) year starting 01 June 2013</p> <p>Amount: fixed daily rate of P1,000.00 per use of the facilities</p> <p>Date notarized: 2 December 2013</p> |

| | | |
|--|--|--|
| | 4 Lease Agreement between the UP Open University and Pilgrim Christian College | Project: Contract of Lease for testing/examination venue on the exam dates designated Duration: One (1) year effective 1 September 2013 which may be renewed thereafter Amount: P200.00 per hour of use of the facilities Date notarized: 2 December 2013 |
| | 5 Lease Agreement between the University of the Philippines Open University and the University of the Philippines Baguio | Project: Rent of space used by UPOU Learning Center Duration: One (1) year effective 01 August 2013 to 31 July 2014 Amount: P156,000.00 annually Date notarized: 5 September 2013 |

OTHER MATTERS

- A. Draft Memorandum of Agreement between the University of the Philippines and the SM Investments Corporation (SMIC) for the Donation of the UP Professional Schools Building and Facilities**

Board Action: APPROVED

- B. Request of President Alfredo E. Pascual for Authority to Travel to the Republic of Turkey from 22-23 February 2014 to Participate in the 31st Abant International Forum entitled “Turkey’s Educational Challenges: International Experience in Education Policy And Search for Solutions” Organized by the Pacific Dialogue Foundation, Inc.**

Board Action: APPROVED

- C. Draft Contract of USUFRUCT between the University of the Philippines and the Province of Leyte**

Particulars

1. **TERM.** The term of usufruct is for Fifty (50) Years commencing from signing of this Contract of Usufruct and renewable for another Fifty (50) Years subject to mutual agreement of the parties. Should UP manifest its intention to renew the Contract of Usufruct, it shall notify the PROVINCE within a reasonable period of time prior to expiration of this Contract of Usufruct.

2. **RIGHTS NOT TRANSFERERABLE: PEACEFUL POSSESSION.** U.P. shall not directly or indirectly assign or transfer its right of usufruct over the subject property or any portion thereof under any circumstance whatsoever, and any such contract made in violation of this clause shall be null and void and shall cause the automatic termination of this contract. UP further warrants the non-proliferation of any squatters within the vicinity of the subject property during the effectivity of this Contract of Usufruct.
3. **USE OF PROPERTY: MAINTENANCE AND CARE, FACILITIES, UTILITIES, ETC.** UP shall exercise due diligence to preserve and protect the property. U.P. may use the land or make improvements on the subject property at its own account, and shall be responsible for the upkeep and the maintenance and care of said property, keeping it in a clean and sanitary and non-hazardous condition. Any installation of utilities such as telephone, water, electricity, etc. shall be for the account and expense of UP.
4. **OWNERSHIP OF THE PROPERTY AND THE IMPROVEMENTS:** It is understood that the ownership of the aforementioned property shall remain with the PROVINCE and all other alterations, improvements or additions on the subject property shall become the property of the PROVINCE at the end of the term of this contract or, if renewed, at the end of the period of its renewal.
5. **TERMINATION.** At the termination of the term of this usufruct or upon cancellation of this Contract of Usufruct, UP shall promptly and peacefully surrender the property including any improvements that may be found or erected thereon to the PROVINCE.
6. **REGISTRATION OF CONTRACT.** UP shall have the obligation to have this Contract of Usufruct registered and annotated to the title of the subject property hereof with the Register of Deeds of the Province of Leyte.
7. **REMEDIAL MEASURE.** In case of violation or infringement of any of the foregoing terms and conditions and failure to arrive at a compromise and/or to comply with remedial measures within the period suggested by the PROVINCE in such eventuality, the PROVINCE reserves the right to extra-judicially terminate this Contract of Usufruct. UP shall vacate forthwith the premises without need of court proceeding.
8. Neither this Contract of Usufruct nor any terms and conditions hereof may be amended, waived modified, discharged or terminated orally, except only by a written instrument duly signed by the parties hereto.
9. This Contract shall take effect upon the approval or prior authority by the Sangguniang Panlalawigan of the PROVINCE and the Board of Regents of UP.

Opinion of the Office of the Vice President for Legal Affairs (OVPLA)

1. The concepts of *usufruct*, *donation*, and *conditional donation* are confusing. To settle the confusion, OVPLA prepared the following matrix:

| | Usufruct | Donation | Conditional Donation |
|-----------------------|---|--|--|
| Civil Code definition | Art. 562. Usufruct gives a right to enjoy the property of another with the obligation of preserving its form and substance, unless the title constituting it or the law otherwise provides. | Art. 725. Donation is an act of liberality whereby a person disposes gratuitously of a thing or right in favor of another, who accepts it | Art. 734. The donation shall be revoked at the instance of the donor, when the donee fails to comply with any of the conditions which the former imposed upon the latter. |
| Ownership/ Title | - Ownership/Title over the property is retained by the grantor. | -Ownership over the property is transferred from the donor/grantor to the donee/recipient -Title over the property shall be transferred in the name of done | -Ownership over the property is transferred from the donor/grantor to the donee/recipient subject to certain conditions -Title over the property shall be transferred in the name of the donee. |
| Rights | -Involves real rights over the property (i.e., it can be asserted against anyone) of temporary nature, there being an obligation to return at the designated time -The usufructuary enjoys <i>jus utendi</i> (right to use) and <i>jus fruendi</i> (right to the fruits) | -Involves personal rights over the property which means it can be asserted only between the parties except when it is recorded -Donee enjoys all the rights of ownership (<i>jus utendi</i> , <i>jus fruendi</i> , <i>jus possedendi</i> (right to possess) <i>jus abutendi</i> (right to abuse), <i>jus vindicandi</i> (right to recover) and <i>jus dispodendi</i> (right to dispose) since he/she becomes the owner of the property | -Involves personal rights over the property which means it can be asserted only between the parties except when it is recorded -Donee enjoys all the rights of ownership (<i>jus utendi</i> , <i>jus fruendi</i> , <i>jus possedendi</i> , <i>jusabutendi</i> , <i>jus vindicandi</i> , and <i>jus dispodendi</i>) since he/she becomes the owner of the property subject to compliance with certain conditions and/or until it is revoked by the donor for cause |

| | | | |
|--|---|---|--|
| Consideration | -May or may not have consideration | -No consideration; an act of liberality and generosity | -No consideration; an act of liberality and generosity -Certain condition/s are imposed by the donor which the donee shall comply with |
| Term/Period | -Subject to the agreement of the parties | -No term is involved; donation is completed upon acceptance by the donee. -May be revoked for causes provided by law | -Depends on the condition/s imposed by the donor and on donee's compliance therewith, if such be the case -Donation subsists until such time that the donee fails to comply with a condition, giving cause for the revocation of the donation -May be revoked for causes provided by law |
| Obligations of the recipient over the property | Art. 589. The usufructuary shall take care of the things given in usufruct as a good father of a family. (Civil Code) | -Donee becomes the owner and exercises his rights of ownership over the property | -Donee becomes the owner and exercises his rights of ownership over the property, however, he/she shall comply with the conditions imposed by the donor |

2. The proper signatory for U.P. is the President of the University considering that the terms and conditions of the contract are within the authority and subject to the approval of the University's Board of Regents (BOR)
3. The exact area of the portion of the Government Center to be used and occupied by U.P. should be clearly identified. It is not certain from the draft contract whether the Province of Leyte is allowing U.P. the use of the entire 20,000 sq.m. lot or only a portion of it. This matter should be clarified.

4. Be it noted that a contract of usufruct should not be more than fifty (50) years. Article 605 of the Civil Code of the Philippines States:

“ART. 605. Usufruct cannot be constituted in favor of a town, corporation, or association for more than fifty years. If it has been constituted, and before the expiration of such period the town is abandoned, or the corporation or association is dissolved, the usufruct shall be extinguished by reason thereof.” (Underscoring provided).

The Supreme Court in the case of National Housing Authority vs. Court of Appeals, et al (G.R. No. 148830, April 13, 2005) explained the rationale for the foregoing provision of law, to wit:

“The law clearly limits any usufruct constituted in favor of a corporation or association to 50 years. A usufruct is meant only as a lifetime grant. Unlike a natural person, a corporation or association’s lifetime may be extended indefinitely. The usufruct would then be perpetual. This is especially invidious in cases where the usufruct given to a corporation or association covers public land.”

The period in the subject Contract of Usufruct is Fifty (50) years renewable for a like period. As worded, the subject contract is actually for a fixed term of fifty (50) years but subject to a renewal. While the said contract is not exactly in violation of the law, the aforementioned provision of the Civil Code and jurisprudence is worth noting.

5. The University should ensure that it has funding to pay for the registration of the Contract of Usufruct and its annotation on the title of the Province of Leyte, and related costs inasmuch as this is one of the obligations of U.P. as stated in the contract.
6. It was mentioned by Dr. Destura that there are donors who have pledged to donate school buildings for U.P. SHS. We advise that this usufruct agreement between U.P. and the Province of Leyte be disclosed to these donors to apprise them of U.P.’s stake over the land. This disclosure will guide them in crafting the conditions they intend to impose on U.P. These conditions should not compromise or adversely affect the stipulations and the obligations of U.P. under the Contract of Usufruct.

As inferred from the documents, the Province of Leyte intends to retain its ownership of the property while allowing U.P. to use the same for its purpose at no cost for a long-term period. The Province of Leyte does not intend to donate the property. Unless this presumption, we have revised the draft Contract of Usufruct which is attached herewith.

Board Action: APPROVED

D. Resolution of the NCPAG Faculty Council dated 11 November 2013 to Direct UP Diliman Chancellor Caesar A. Saloma to Release the Report of the UPD Fact-Finding Committee on the Use of the NCPAG Graduate Tuition Fee Increase Trust Fund and to Act on the Committee's Recommendations

Chancellor Saloma updated the Board that the Office of the Chancellor will abide by the advice of the UP Diliman Legal Office to wait for the decision of the Commission on Audit (COA) before taking any action on the matter. He said he would be writing the College regarding this decision.

Board Action: NOTED

E. Recommendations on Cutting of Trees – UP Mindanao and TWG on Planting, Maintenance and Removal of Trees

In this matter, the CU shall comply with all the regulations on tree-cutting and replacement set forth by the Department of Environment and Natural Resources (DENR).

With reference to University of the Philippines Mindanao Chancellor Sylvia B. Concepcion's 21 November 2013 request on the cutting of 14 trees located at various areas in the UP Mindanao campus, the Office of the Vice President for Development recommends the following:

- Human Kinetics Center (3 trees)
One (1) Gmelina tree – *may be cut down*
One (1) Talisay tree - *may be cut down*
One (1) Neem tree – do not cut down
- Kalimudan Student Center (KSC) Basketball Court (9 trees)
Two (2) Rambutan trees – *may be cut down*
Seven (7) Mango trees – *may be cut down*
- Kalimudan Student Center (KSC) Canteen (2 trees)
Two (2) Gmelina trees – *may be cut down*

Of the above fourteen (14) trees, UP Mindanao is advised not to cut down the Neem tree at the Human Kinetics Center, and instead to prune and trim the branches extending towards the structure.

Board Action: APPROVED

F. Regent Senator Cayetano’s Student-Athletes Rights Bill

Regent Senator Cayetano briefed the Board that she was already discussing with the Chancellor and with the Dean of the College of Human Kinetics about her Student Athletes Rights bill and that she would be submitting to the President the draft upon finalization.

Regent Senator Cayetano explained that, basically, the idea of the student athletes rights bill came out because of her experiences with the University Athletic Association of the Philippines (UAAP) Board, and with her observations with the State Colleges and Universities Athletic Association (SCUAA) and with the National Collegiate Athletic Association (NCAA). She raised two (2) major concerns. The first is about equal scholarships for men and women. She said that in the US, there is a requirement that every university and college provide equal scholarships for women and men in sports. She said she was not sure yet whether there is a study or an existing policy on that in UP. She would appreciate if there was, otherwise it is one of the things that she would put into a law. The other concern is about basketball versus all other sports. Although this is a minor concern for UP, but in other schools this is a big thing. She said that the government should look at the general welfare of all athletes in all kinds of sports. She said she will discuss this at length with the appropriate UP units at the appropriate time.

Board Action: NOTED

G. Review of the Governance and Operational Structure of the University Athletic Association of the Philippines by KPMG

President Pascual sought the Board’s approval of an agreement with seven (7) presidents of other member universities of the UAAP to contract KPMG to do a review of the governance and operational framework of the UAAP. As Regent Senator Cayetano pointed out, there were issues with respect to the operations of the UAAP and its governance structure. It has a Board which is acting independently of the Presidents of the member universities and now the Presidents have decided to assert their control over the Board. He said the review will be conducted by the KPMG at the cost of P1 Million plus VAT and out-of-pocket expenses. UP will share one-eighth (1/8) of the cost.

Board Action: APPROVED

H. Comments of Regent Albarracin

1. On UP Investments

Regent Albarracin explained that UP has around P15 Billion in cash, floating in bank deposits but only getting about 1% of 1.5% interest income. He said that if the investment of funds should be centralized at least partly, if not fully, UP can get better or higher interest rates. Two percent (2%) of P15Billion is P300 Million which UP can spend for its development projects. He suggested that if the President asks help from the Board to make a resolution advising urgency on this matter then it can be done. He said that President Pascual is the most suited person to implement this because of his banking background and the fact that he came from outside.

President Pascual said that the problem with this idea was that the alternatives are not very clear. Most of the private universities are not putting their money just in the Philippines; they are investing in equities outside the Philippines. He said that his Investment Management team is looking into the possibility of doing that for UP.

2. On eUP

Regent Albarracin reminded the Board that eUP was started sometime in 2012 and was already part of the Strategic Plan of the President for 2011-2017. He said that during the 2012 presentation by the President to the Board, the eUP was supposed to be completed by the end of 2013. But since then, that deadline has been set back three times and as of September 2013, the new deadline was 2014.

Regent Albarracin's concern on this was that eUP will not be fully implemented by the end of the President's term and the next president may not continue what he had started. He suggested that perhaps, President Pascual should implement it into two (2) stages: the first stage will be finished by a certain date, like end of 2014 or 2015, and the second stage will be finished on another deadline. This way, there would at least be something that will be finished before his term ends. Another way he suggested is to get professional help to expedite the project. While there may be a need to add P10 M or P15 M to the budget, it would greatly help achieve the objective of finishing the project in due time. He also suggested using funds from the UP Foundation because that is not covered by COA. Otherwise, people will blame the Board for the failure of eUP.

President Pascual said he also realized that. He informed the Board that he already decided to take on the direct supervision of eUP and five (5) companies, ePLDT and four others will be helping UP with the eUP Project. He said that he was appointing a returning UP alumna who used to run the IT System of a university in the Middle East. She would be directly responsible in supervising the people running eUP.

Board Action: NOTED

I. On Discussing Publicly the Proceedings of the Board of Regents

Regent Senator Cayetano informed the Board of a text message she received containing news about the recently approved shift in academic calendar that has already been aired on national television while the meeting was still ongoing. She sought clarification on confidentiality rules being followed on such cases.

Chair Licuanan thanked Regent Senator Cayetano for raising such important point. She clarified the rule that says: "*No member of the faculty, officer, or employee of the University system shall publish or discuss publicly the proceedings of the Board of Regents or its decisions not yet released for publication, without written permission from the President.*" She emphasized that there should be no texting about the results or decisions of the Board. These have to come out officially and certainly accurately.

Regent Senator Cayetano clarified that as an elected public official, she can talk about certain decisions outside of the meeting, unless the Board would say these are confidential.

Board Action: NOTED

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EXECUTIVE ORDER

A. EXECUTIVE ORDER NO. PAEP 14-01

Date : 11 February 2014

To : Chancellor Rex Victor O. Cruz, UP Los Baños
Chancellor Manuel B. Agulto, UP Manila
Chancellor Rommel A. Espinosa, UP Visayas
Chancellor Grace J. Alfonso, UP Open University
Chancellor Sylvia B. Concepcion, UP Mindanao
Chancellor Raymundo D. Rovillos, UP Baguio
Dean Liza D. Corro, UP Cebu

cc : All Vice Presidents
AVP Marilou Nicolas
Office of the Secretary of the University

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

Subject : **Approval of the Academic Calendar Shift**

This is to formally inform you of the decision of the Board of Regents, at its 1295th BOR Meeting on 6 February 2014, to approve your request to shift your academic calendar starting August 2014. Subsequently, the academic calendar schedule that you submitted for School Year 2014-2015 has also been approved.

Please prepare the necessary arrangements and groundwork to affect the calendar shift. You can contact the Office of the Vice President for Academic Affairs for guidance in implementing the shift.

Thank you.

ADMINISTRATIVE ORDERS

A. ADMINISTRATIVE ORDER NO. PAEP 14-01

Date : 17 January 2014

To : Dr. Gisela P. Concepcion (Chair, Ex officio)
Vice President for Academic Affairs

cc : OVPAA
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, 22-26 January 2014**

I hereby appoint you Officer-in-Charge of the University from 22-26 January 2014 while I am in Cebu City for the 2nd Philippine Business for Education (PBEd) Higher Education Summit.

B. ADMINISTRATIVE ORDER NO. PAEP 14-02

Date : 21 January 2014

To : Vice President Lisa Grace S. Bersales, OVPPF
Vice President Maragtas S.V. Amante, OVPA
Chancellor Grace J. Alfonso, UP Open University
Chancellor Raymundo D. Rovillos, UP Baguio
Dean Liza D. Corro, UP Cebu

cc : Vice Presidents, OSU

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

Subject : **Performance-Based Bonus (PBB) 2014 Committee**

Please constitute yourselves into a Committee for the PBB 2014 exercise, with VP Bersales as Chair and VP Amante as Co-Chair.

Terms of Reference:

Introduction

The PBB as mandated by President Benigno S. Aquino III's Executive Order No. 80 seeks to provide incentives to government employees according to their contribution to their respective department/agency performance as measured by verifiable and sustainable indicators of performance based on MFO's.

The granting of the first PBB in 2012 proved to be not an easy one as we struggled to comply with DBM guidelines while at the same time considering our constituent units contexts and procedures.

While experiencing birthpains, the 2012 and 2013 PBB exercises have taught us important lessons which will hopefully make the procedures for granting PBB 2014 without much problems.

Rationale and Framework

Previous PBB Committees were tasked to oversee the compliance of UP with the guidelines set by DBM and the Inter-agency Task Force (IATF). In addition, the data and rankings of all delivery of units were reviewed.

For 2014, the PBB Committee's major task would be to review PBB in light of its framework as a management tool that should encourage higher productivity from employees. In this regard, the following will be the objectives of the Committee:

1. Assess the PBB, including instruments used, vis-à-vis the achievement of MFO and specific targets as outcomes for UP's Strategic Plans.
2. Collect and review the data submitted by the degree granting units in accordance with the requirements set by the IATF.
3. Evaluate the rankings of all delivery units and individual personal and ascertain whether these are qualified to receive the PBB.
4. Formulate revised guidelines on the rating of college/s and other units, specifically the
 - 4.1 performance indicators
 - 4.2 methods of ranking
 - 4.3 criteria for ranking

Your PBB 2014 Committee is authorized to seek the help of resource persons in the performance of your tasks. Committee expenses, if any, may be charged against funds of the Office of the President. This Administrative Order entitles the Committee and its secretariat/support staff of honoraria based on approved rates in the University.

MEMORANDUM

A. MEMORANDUM NO. PAEP 14-01

Date : 6 January 2014

To : All Chancellors, UP Cebu Dean, PGH Director
Deans, Heads of Units

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

Subject : **Performance-Based Bonus (PBB): Response to Queries**

The Office of the President has been receiving inquiries from faculty and staff members regarding the procedures, including the criteria and requirements, for the granting and distribution of the performance-based bonus (PBB) funds.

Hopefully, to all concerned, the attached four-page Information Sheet will explain the following:

1. Mandate and objectives of the PBB;
2. The DBM's role in the formulation of PBB systems and procedures / guidelines as well as the ranking of the degree-granting units;
3. The UP System's process of computing the PBB funds and the system-wide ranking of the colleges; and
4. The Constituent Unit's distribution of allocated funds to employees.

I wish to underscore the fact that the UP System has complied with the guidelines and instructions of the DBM, which used a forced ranking of the degree-granting units.

With the distribution of the PBB funds having delegated to the various Constituent Units, I hereby enjoin the Chancellors, the UP Cebu Dean and the PGH Director to fully inform their particular faculty and staff members about the basis and system of distribution of the PBB funds allotted to their Units. This includes the result of ranking, i.e., which unit got the best, better and good ranks.

In case you need further clarifications, kindly direct your queries to the Office of the Vice President for Finance.

Thank you.

B. MEMORANDUM NO. PAEP 14-02

Date : 6 January 2014

To : Dr. Manuel B. Agulto
Chancellor, UP Manila

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

Subject : **UP Manila Museum of a History of Ideas**

We laud your initiative and effort to submit a proposal to establish a “Museum of a History of Ideas”. The Office of the President supports such endeavour. It believes that every major CU should have a museum.

However, we should ensure that the said museum falls within UPM niche and that it contributes to our strategic initiatives of achieving academic and operational excellence.

In this connection, kindly be informed that the said proposal has been submitted to OVPAA, OVPPF and OVPA for further review and recommendation.

Based on the review, the following are being suggested:

1. Incorporate the comments of Dr. Patrick Flores of Vargas Museum on the planning and development of the concept (objectives, goals) and manpower requirements of the museum
2. Develop better and more substantive themes to be featured in the Museum
3. Document relics, artefacts, other materials available and the need to preserve, curate them
4. Include new multimedia technology to complement traditional museum, e.g., interactive features

Kindly re-submit the revised proposal for presentation to the Board of Regents.

Thank you.

C. MEMORANDUM NO. PAEP 14-03

Date : 6 January 2014

To : Dr. Caesar A. Saloma
Chancellor, UP Diliman

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

Subject : **Reorganization of UP Diliman (Ref. #CAS-13-601)**

I acknowledge your letter dated 29 November 2013 which my office received on 3 December 2013. The effort of UP Diliman to achieve greater efficiency and efficacy of its operations is duly noted.

The President's Management Committee (PMC) discussed your proposal during its 11 December 2013 meeting. Based on the comments and suggestions gathered at the said PMC meeting, I would like to ask you to submit a more comprehensive proposal that includes the rationale, specific objectives, and resource (personnel and budget) implications of each of the key changes being proposed relative to the current organization as shown in Attachment B of your letter.

Your submission should also include a draft Executive Order (EO) of the President that will amend/replace EO 5 issued in 1983. It will be a tedious process to track all the pertinent issuances that served as basis for the changes introduced from 1983 that brought about the current organizational chart as given in Attachment B of your letter. The draft EO for the new organization structure, as given in Attachment A of your letter, should therefore indicate the structure and function of the units reporting directly to the Chancellor and their major sub-units. This EO will effectively serve as the updated code of UP Diliman's organization structure.

Let me know if you need any clarification.

D. MEMORANDUM NO. PAEP 14-04

Date : 9 January 2014

To : VP Hector Danny D. Uy, OVPLA
VP Gisela P. Concepcion, OVPAA
VP Lisa Grace S. Bersales, OVPPF
VP Maragtas S.V. Amante, OVPA
VP Elvira A. Zamora, OVPD
All Chancellors
SPMO
Bids and Awards Committee (BAC) of the University

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

Subject : **Exclusion of OVPLA Lawyers from Participation as Members
or Resource Persons in the Regular and Special Bids &
Awards Committee (BAC) of the University**

In consideration of the fact the Office of the Vice President for Legal Affairs (OVPLA) reviews the documents for consideration and approval of the President and the Board of Regents (BOR), the lawyers of the OVPLA shall be excluded from participating as members or resource persons of the regular and special Bids and Awards Committee (BAC) of the University. This is to ensure that check and balance is maintained and that the lawyers are not given assignments that conflict with their duties and responsibilities. The requisite check and balance will be maintained, and conflict of interest is avoided with the OVPLA detached from the procurement process. The lawyers of the OVPLA are, nonetheless, available to be 'observers' but not 'resource persons'.

The existing appointment of OVPLA lawyers as members in all regular and special BACs are hereby terminated. The Office of the Vice President for Administration is hereby instructed to appoint another member of the BACs concerned vice the OVPLA lawyers.

Please be guided accordingly.

Thank you for your cooperation.

E. MEMORANDUM NO. PAEP 14-05

Date : 10 January 2014

To : All Chancellors, UP Cebu Dean
All Vice Presidents
All Assistant Vice Presidents
Directors of System-Level Units:

Philippine Genome Center
eUP Project Office
NSTP System Office
Office of Admissions
Center for Integrative and Development Studies
Office of Institutional Linkages
University Center for Women's Studies
U.P. Press
Office of Development and Planning Initiatives
IT Development Center
Technology Transfer and Business Development Office
System Information Office
Office of Alumni Relations
UP Padayon Office

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

Subject : **Submission of Mid-Term Accomplishment Report**

In the interest of the service, and cognizant of the important of apprising the UP System's stakeholders regarding our accomplishments for the period CY 2011 to 2013, the undersigned hereby enjoins you to submit your pertinent report on or before 30 January 2014.

As this Administration approaches its mid-term, your particular contributions or inputs to the aforementioned report will provide us a basis, not only for assessing our collective and individual performance, but also, for enhancing worthwhile programs and/or culling the insignificant or ineffective ones.

Below is a suggested pattern or outline for the CY 2011-2013 accomplishment report.

Thank you.

Suggested Outline

(including, but not limited to, the following items)

1. Area(s) of Responsibility / Strategic Initiative being addressed
2. Target(s) per Key Area of Responsibility
3. Accomplishments (per Target, or unplanned accomplishments)
4. Benefits to General and/or Specific Stakeholders
5. Impact or Outcome (description of "before-and-after" scenario)
6. Major Problems Encountered, Corresponding Solutions Applied and Results

F. MEMORANDUM NO. PAEP 14-05-A

Date : 17 January 2014

To : All Chancellors, UP Cebu Dean
All Vice Presidents
The Secretary of the University and of the Board of Regents
All Assistant Vice Presidents
Directors of System-Level Units:
Philippine Genome Center
eUP Project Office
NSTP System Office
Office of Admissions
Center for Integrative and Development Studies
Office of Institutional Linkages
University Center for Women's Studies
U.P. Press
Office of Development and Planning Initiatives
IT Development Center
Technology Transfer and Business Development Office
System Information Office
Office of Alumni Relations
UP Padayon Office

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

Subject : **Submission of Mid-Term Accomplishment Report
(Revised Memo)**

In the interest of the service, and cognizant of the important of apprising the UP System's stakeholders regarding our accomplishments for the period CY 2011 to 2013, the undersigned hereby enjoins you to submit your pertinent report on or before 30 January 2014.

As this Administration approaches its mid-term, your particular contributions or inputs to the aforementioned report will provide us a basis, not only for assessing our collective and individual performance, but also, for enhancing worthwhile programs and/or culling the insignificant or ineffective ones.

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Thank you.

Suggested Outline

(including, but not limited to, the following items)

1. Area(s) of Responsibility / Strategic Initiative being addressed
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3. Accomplishments (per Target, or unplanned accomplishments)
4. Benefits to General and/or Specific Stakeholders

5. Impact or Outcome (description of “before-and-after” scenario)
6. Major Problems Encountered, Corresponding Solutions Applied and Results

Note:

- 1) *The Office of the Secretary of the University was inadvertently missed out in the listing of UP System officials.*
- 2) *It is understood that all other UP System offices (e.g., Cash Office, etc.) not listed above will submit their reports to the Vice President concerned.*

G. MEMORANDUM NO. PAEP 14-06

Date : 14 January 2014

To : Dr. Caesar A. Saloma
Chancellor, UP Diliman

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

Subject : **Waiver of Rental for Venues of Public Fora for Search for UP Diliman Chancellor 2014**

May I request your office to arrange the free use of the following venues and related facilities in connection with the Search for UP Diliman Chancellor? Among the venues and their schedule of use are the following:

- 1.) 23 January – NISMED Auditorium
(Presentation of Mission/Vision) – Php14,761.00

- 2.) 27, 28 and 29 January – Balaya Kalinaw
(Interview of Constituents by the Search Committee) – Php3,500.00 x 3 =
Php10,560

- 3.) 30 January – Balay Kalinaw
(Interview of Nominees by the Search Committee) – 1pm to 5pm – Php1,760 +
Php250.00 caterer’s fee + additional Php10.00/hour per equipment

H. MEMORANDUM NO. PAEP 14-07

Date : 15 January 2014

To : Dr. Lilian Delas Llagas
Secretary of the University and of the Board of Regents

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

Subject : **Final Versions of STS and Codal Provisions Revision**

Attached are the final versions of the Socialized Tuition System (STS) 2013 and the Revision of Article 330, 430 and 431 of the UP Code, as approved by the UP Board of Regents on 13 December 2013, for dissemination to the various CUs.

I. MEMORANDUM NO. PAEP 14-08

Date : 16 January 2014

To : Dean Teresita C. Mendoza
College of Allied Medical Professions (CAMP)
University of the Philippines Manila

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

Subject : **Appeal of (Parent) Eugene S. Pascual**

This is to acknowledge receipt of your letter dated 13 December 2013 concerning **Mr. Eugene S. Pascual's** 25 November 2013 letter-appeal to allow his son, **Mr. Ernest Eugene S. Pascual** (with Student Number 2008-538550), to continue with the latter's enrolment in the College of Allied Medical Professions (UP-CAMP) as a student pursuing a BS degree in Occupational Therapy (BSOT).

The undersigned has noted – and appreciates – the diligence in the preparation of the pertinent records and/or information contained in your letter.

At this point, I wish to prepare an appropriate response to Mr. Eugene Pascual's letter-appeal. For this purpose, I have requested **Drs. Lilian A. de las Llagas**, Secretary of the University (OSU), and **Lourdes M. Portus**, Special Assistant to the President (SAP), to coordinate with you on the necessary steps to address this pressing concern.

Thank you.

J. MEMORANDUM NO. PAEP 14-09

Date : 21 January 2014

To : Dean Anita G. Cular, Ph.D.

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

Subject : **Visit of Prof. Mamoru Tsuda to Tacloban City**

I would like to refer to you Prof. MAMORU TSUDA, an alumnus of UP from Japan, belonging to batch '77 -- who is planning to visit UPVTC from 01-06 March 2014.

Apparently, back in Japan, Prof. Tsuda has initiated a campaign to raise funds for the victim of Typhoon Yolanda, particularly for the UPVTC's affected students, faculty and staff members. The fund-raising campaign involves three schools: namely a) Nagoya University of Foreign Students, b) Nagoya University of Arts and Sciences and c) NUAS Junior College.

In this connection, Prof. Tsuda aims to visit Tacloban City to determine which, among the intended campaign beneficiaries' needs, should be addressed by the "limited funds" that the three above-mentioned Japanese schools will have solicited by that time.

Attached for your reference is a copy of the "Call for Donation", issued on behalf of the victims of Supertyphoon Yolanda.

Prof. Tsuda's email address is: mtsuda@glocol.osaka-u.ac.jp. He gave this to the UP Diliman Main Library's Head Librarian, with whom Prof. Tsuda is in contact since his donation of 13,000 books to the Main Library in December 2013.

Best wishes and thank you.

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