



The University of the Philippines

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TABLE OF CONTENTS

Pages 1-7

1296th MEETING, 27 FEBRUARY 2014

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

- A. 1295th BOR Meeting, 6 February 2014
1. On the Proposed 2012 Code of Student Conduct of UP Diliman
(Version 8 January 2014) 8

REPORT of the PRESIDENT and other SECTORAL REGENTS

- A. REPORT OF THE PRESIDENT 9-10
- B. REPORT OF THE FACULTY REGENT 10-11
- C. REPORT OF THE STUDENT REGENT 11
- D. REPORT OF THE STAFF REGENT 11

MATTERS SUBMITTED FOR APPROVAL BY THE BOARD

GENERAL GOVERNANCE

- A. Appointment of University Officials 12
- B. Proposal to Grant the UP Cebu Dean, LIZA D. CORRO, with the following compensation package equivalent to that of a Chancellor, effective 04 December 2012 to 03 December 2015 12
- C. Proposal to Rename the Office of Legal Services (OLS) to the Office of the Vice President for Legal Affairs (OVPLA) 12

ACADEMIC MATTERS

- A. Request for Another One-Year Extension of the UP Law Centennial Writing Project 13
- B. Plans and Activities of UP Visayas for Academic Year 2014-2015 13-14
- C. Proposal of the University Council Committee on Academic Programs and Policies (UC CAPP) on UPD English Proficiency Requirements and Doctoral Degree Requirement as Approved by the UP Diliman University Council at its 128th Meeting held last 18 November 2013 15-18
- D. Revision in the 2014-2015 Academic Calendar of UP Manila Reflecting the Changes Made in the Early Registration Dates of Incoming First Year students for Academic Year 2014-2015 18
- E. Proposed Institution of the Graduate Certificate in Master of ASEAN Studies of the Faculty of Management and Development Studies, UP Open University, as Approved by the UPOU University Council at its Special Meeting Held on 20 February 2014 18

FISCAL MATTER

- A. Reprogramming of Prior Year's Unexpended Obligations of UP Cebu in the Amount of Two Million Six Hundred Nineteen Thousand Seven Hundred Twenty Five Pesos (P2,619,725.00) 19

ADMINISTRATIVE MATTERS

A.	Request for Waiver of Sabbatical Rules Requirement in Favor of Prof. PRISCELINA P. LEGASTO, Professor 12, College of Arts and Letters, UP Diliman, effective 7 November 2013 until 22 March 2014 and 11 April 2014 until 19 May 2014	19
B.	Request for Temporary Waiver of Faculty Tenure Rule in Favor of Various Faculty of CUs	20
C.	Appointment of Faculty	20

MATTERS SUBMITTED FOR CONFIRMATION BY THE BOARD

ACADEMIC MATTERS

A.	Agreements/Contracts	
	<u>UP System</u>	
1.	Memorandum of Agreement between the University of the Philippines and SM Investments Corporation	21
	<u>UP Diliman</u>	
1.	Contract of Award among the University of the Philippines Diliman through the National Institute of Molecular Biology and Biotechnology (NIMBB), the Department of Science and Technology (DOST), the Philippine Council for Health Research and Development (PCHRD), and Dr. John C. Gomez (Awardee)	21
2.	Agreement on Academic Cooperation between the University of the Philippines Diliman through the Institute of Mathematics and the Centre International De Mathematiques Pures Et Appliquees (CIMPA)	21
3.	Memorandum of Understanding between the University of the Philippines Diliman through the College of Engineering and the Philippine Center for Postharvest Development and Mechanization (PHILMECH)	21
4.	Memorandum of Agreement between the University of the Philippines Diliman through the National Engineering Center (NEC), College of Engineering, and the Department of Public Works and Highways (DPWH)	22

5.	Memorandum of Agreement between the University of the Philippines Diliman through the College of Mass Communication (Grantee) and the Commission on Higher Education (CHED)(Grantor)	22
6.	Memorandum of Agreement among the University of the Philippines Diliman through the College of Education, the ASEAN Training Center for Preventive Drug Education (ATCPDE) and the Dangerous Drug Board	22
7.	Memorandum of Understanding between and among the University of the Philippines Diliman through the Department of Electrical and Electronics Engineering, College of Engineering and the Existing Universal Speech Translation Advanced Research (U-STAR) Members	22
8.	Memorandum of Agreement between the University of the Philippines Diliman through the Diliman Interactive Learning Center (DILC) and the Mariano Marcos State University (MMSU) ..	23
9.	Memorandum of Agreement between the University of the Philippines Diliman and the University of Asia and the Pacific (UA&P) (Third Renewal)	23
10.	Memorandum of Agreement between the University of the Philippines Diliman through its Law Center and the Bangko Sentral ng Pilipinas (BSP)	23
11.	Memorandum of Agreement between the University of the Philippines Diliman through the College of Arts and Letters and the Development Academy of the Philippines (DAP)	23
12.	Agreement on Academic Cooperation between the University of the Philippines Diliman through the School of Urban and Regional Planning (SURP) and the Woodbury University, California, USA ...	23
13.	Memorandum of Agreement between the University of the Philippines Diliman through School of Labor and Industrial Relations (SOLAIR) and Sekiguchi Global Research Association (SGRA), Japan	23
14.	Memorandum of Understanding between the University of the Philippines Diliman and the Yokohama National University, Japan ..	24
15.	Memorandum of Agreement between the University of the Philippines Diliman through the School of Labor and Industrial Relations (SOLAIR) and the Friedrich-Ebert-Stiftung (FES) Philippine Office	24
16.	Memorandum of Understanding between the University of the Philippines Diliman through the School of Statistics and Rutgers, the State University of New Jersey, California, USA	24

17.	Agreement on Academic Cooperation and Memorandum on Student Exchange between the University of the Philippines Diliman through the College of Engineering and the Nara Institute of Science and Technology, Japan	24
-----	---	----

UP Open University

1.	Memorandum of Agreement among the University of the Philippines Open University, the Department of Environment and Natural resources (DENR) and the Environmental Management Bureau (EMB)	24
2.	Memorandum of Agreement between the University of the Philippines Open University and the University of the Philippines Employees Multi-Purpose Cooperative (UPEMCO)	25
3.	Memorandum of Agreement between the University of the Philippines Open University and the Sukhothai Thammathirat Open University (STOU), Thailand	25

UP Mindanao

1.	Memorandum of Agreement between the University of the Philippines Mindanao and the Department of Agriculture-Regional Office Unit XI(DA-RFU XI)	25
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FISCAL MATTER

A.	Confirmation of the Approval of the Board of Regents (via Referendum conducted on 20-21 February 2014) of the Amendment to the Calamity Assistance to Yolanda-Affected Faculty and Staff of UP Visayas in Tacloban and UP Manila School of Health Sciences in Palo	26
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MATTERS SUBMITTED FOR INFORMATION OF THE BOARD

A. Contracts/Agreements

UP System

1.	Notice of Award granted to ePLDT Incorporated in joint venture with BEACON	26
2.	Notice of Award granted to Maximum Solutions Corporation	27

UP Diliman

1.	Contract of Lease between the University of the Philippines and the Globe Telecom, Inc.	27
----	--	----

OTHER MATTERS

- A. Request for authority to Travel to Canberra, Australia, from 23-25 June 2014 to Attend the 18th APRU Annual Presidents' Meeting 27
- B. Motion for Reconsideration of the Decision Made by the UP Board of Regents on the Revocation of the Renaming of the College of Business Administration (CBA) into UP Cesar E.A. Virata School of Business (CEAVSB), filed by Staff Regent Ramirez 28
- C. Motion for Reconsideration on the Pilot Shifting of the Academic Calendar, filed by Student Regent Melgarejo 28
- D. On the Official Press Release of Board's Decisions 29

EXECUTIVE ORDERS

- A. EXECUTIVE ORDER NO. PAEP 14-01: Approval of the Academic Calendar Shift 30

ADMINISTRATIVE ORDERS

- A. ADMINISTRATIVE ORDER NO. PAEP 14-04: Payment of Differentials for UP Scientists – SCS 31-32
- B. ADMINISTRATIVE ORDER NO. PAEP 14-05: Rice Subsidy/Allowance: 1st and 2nd tranche for 2014 32
- C. ADMINISTRATIVE ORDER NO. PAEP 14-06: Reconstitution of the Bids and Awards Committee (BAC) for the System Administration 33

MEMORANDUM

- A. MEMORANDUM NO. PAEP 14-10: Senator Juan Edgardo Angara Scholars 34
- B. MEMORANDUM NO. PAEP 14-11: Assistance of P2,000.00 per month for 4 months (February to May 2014) for 124 Bracket E1 students of UPV Tacloban College, to be taken from Tulong UP (Yolanda) Fund 34-35
- C. MEMORANDUM NO. PAEP 14-12: "One U.P." Diploma 35
- D. MEMORANDUM NO. PAEP 14-14: Request for Extension to Complete the Report of the Committee to Review the Policies and Guidelines on the Selection and Appointments of Chancellors, and of Deans/Directors of Principal Units 36

E.	MEMORANDUM NO. PAEP 14-15: Report on Donations for Yolanda	36-37
F.	MEMORANDUM NO. PAEP 14-16: PNOC-EC Scholars	37
G.	MEMORANDUM NO. PAEP 14-17: Policies and Procedure re: Custodianship and Management of UP's Vital Documents	38
H.	MEMORANDUM NO. PAEP 14-18: Request for authority to travel to Canberra, Australia from 23-25 June 2014 to attend the 18 th APRU Annual Presidents' Meeting	39
I.	MEMORANDUM NO. PAEP 14-19: Payment of Calamity Assistance for Housing Materials	39-40

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DECISIONS OF THE BOARD OF REGENTS

1296th MEETING, 27 FEBRUARY 2014

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

A. 1295th BOR Meeting, 6 February 2014

1. **On the Proposed 2012 Code of Student Conduct of UP Diliman (Version 8 January 2014)**

At the 1295th meeting of the Board of Regents held on 6 February 2014, the approval of the proposed *2012 Code of Student Conduct of UP Diliman (Version 8 January 2014)* was deferred to give time for the Student Regent, other student leaders, and the then UP Diliman Chancellor, Caesar A. Saloma, to finalize the language of the following sections of the proposed Code, which the students find vague and contentious:

Section IV.1.3.1 Harm to Persons

Section IV.1.3.1.a. *Creating and/or engaging in disorder, tumult, breach of peace, or serious disturbance such as, but not limited to, rumbles, within the University premises, resulting in harm to persons.*

Section IV.1.3.1.d. *Accepting a student who has not completed a one-semester residency in UP Diliman for membership in a registered student organization.*

Section IV.1.3.1.e. *Disrespect towards any person, which includes, but is not limited to, insulting, discriminatory and/or threatening behavior.*

Board Action: DEFERRED

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

A. Report of the President

1. President Pascual reported that his trip to the Republic of Turkey to participate in the 31st Abant International Forum was postponed because of the current political situation in Turkey.
2. The President informed the Board that he had a meeting with Department of Budget and Management (DBM) Secretary Florencio Abad, Socioeconomic Planning Secretary Arsenio Balisacan, and with CHED Chair, Patricia Licuanan. In said meeting, he presented the 2015 Budget of UP and the need to scale up the budget allocated by the government to UP as the National University in order to help UP achieve its strategic initiatives in internationalizing UP's academic offerings and operations, as mandated in the UP Charter of 2008. He thought the results were very positive and very encouraging. There was openness to the proposal that the faculty and staff be given some priority in terms of upgrading their compensation level and providing for merit promotions. They were also receptive in considering additional funding for important infrastructure and for faculty development. The arrangement will probably involve other units of the government. Rather than giving the money to UP, the money would be given to CHED and made available to UP and to State Universities and Colleges (SUCs).

President Pascual said that the government should start delinking UP from SUCs because under Republic Act 9500, UP has been declared as the National University, which placed it a cut above the other SUCs. He said that UP's main importance in the country is the fact that it has the biggest concentration of experts in various fields, including Science and Technology, the Arts, and other fields. Its faculty members are among the best there are in the country and they are subject to poaching not only by other expensive private universities in the Philippines but by industries as well. It is an important national resource that the whole country should make sure is nourished and is nurtured, protected, and preserved.

3. President Pascual also reported that he was invited to become a member of the Multi-sector Governance Committee of the Armed Forces of the Philippines (AFP) as part of the AFP's transformation roadmap. They want representatives of various sectors to keep watch on how they are doing plus the advice these various representatives can give to help AFP achieve their goals of becoming the best armed forces and a source of national pride. His role is to help AFP convert some of their idle assets to productive assets.

Regent Senator Cayetano informed the body that she was happy to hear about the discussion the Chair and the President had with Secretary Abad because she had a difficult time pushing for the budget last December. With respect to UP being the National University, she would be happy to propose a budget for the salary grades of the UP faculty members that will be different from the standard salary grades set by the Salary Standardization Law (SSL).

President Pascual recognized the efforts of Regent Senator Cayetano and other UP alumni in Congress in getting the budget for Capital Outlay (CO) for 2014, which UP

lost due to the equity considerations for the other State Universities and Colleges (SUCs). He said that although the CO became a Congressional insertion, there are actions already being undertaken to get the funding. He recalled that there was a time when the CO budget allocation for that year was not released.

Chair Licuanan recalled that it was all Congressional Insertions but she said that the current situation is relatively friendlier.

Regent Albarracin commented that UP should start aspiring to be in the Top 100 list of the world university ranking if it really wants to be a cut above the other universities in the country. Chair Licuanan said that UP's low rating is affected by two factors, research and internationalization, which are being addressed by the administration.

B. Report of the Faculty Regent

“27 February 2014

1. Summary of Issues from the Consultation with the Faculty of the Different UP Campuses

I would like to present to the Board a summary of the system wide issues that were presented during my consultations with faculty of the different campuses of the University of the Philippines. I will transmit to the President for his consideration and appropriate action the details of these issues/concerns. Local issues have been submitted to the Chancellors/Dean of UP Cebu for their consideration:

- Promotion
- Selection of Chancellors, Deans and Directors
- Extension of Faculty Beyond Age 65
- Guidelines for Appointment of Professors Emeriti
- Creation of Enabling Environment for Research
- Rationalization of Extension Work
- Guidelines on Limited Practice of Profession
- Increase in Undergraduate and Graduate Thesis Honoraria
- Revisit Guidelines on Overload Teaching
- Increase in Overload Teaching
- Retirement Package for Faculty and Staff
- Possible Grant of Extended Sick Leave Privileges to those Going on Optional Retirement
- Review of the Evaluation Instrument for Faculty
- Possible Salary Augmentation
- Revisit Policies on Tenure
- Performance-Based Bonus
- Increase in Faculty Items
- System-wide Grievance Mechanism
- Credit Loading for Faculty Handling PE and Laboratory Courses
- Increase in Health Benefits
- IRR for the new UP Charter
- Update the University Code

- Review Free Tuition Policy for the Faculty
- Institutionalization of Mentoring for the Junior Faculty
- Revisit Use of the Research Dissemination Grant (RDG)
- Operational Excellence

Except for the SHS in Baler, I was able to cover all the UP campuses.

2. Intense Lobbying for the Chancellorship of UP Diliman

I have experienced intense lobbying for the Chancellorship these past few days from individuals and groups supporting particular candidates. At least three (3) of the nominees have also met with me to discuss their plans if appointed Chancellor.

It is interesting to note that there are many aspiring to be Chancellor considering that the incumbent is seeking a second term. In the past, when an incumbent is seeking a second term, there were practically no contenders.”

C. Report of the Student Regent

Student Regent Melgarejo reported the result of her consultations with her constituents regarding the Code of Student Conduct, Academic Calendar Shift, the renaming of the College of Business Administration into Cesar E.A. Virata School of Business and other student issues. She also informed the Board that the Student Council elections are ongoing for UP Diliman while UP Los Baños and UP Baguio have been concluded already. UP Manila will hold its Student Council election in March 2014.

D. Report of the Staff Regent

“February 2014

1. Worked for the release of donated funds from the UPV Foundation, Incorporated for the personnel of the Batan Mariculture Station of UPV in Aklan whose houses were also damaged by Typhoon Yolanda
2. Was resource person in a student-organized forum on the initiatives of the UP System and UP Visayas for Yolanda-affected constituents on February 17, 2014
3. Visited Batan Mariculture Station in Aklan with Vice Chancellor Nestor G. Yunque of UPV to distribute donations coursed through the UPV Foundation, Inc. and informed them of the initiatives that UPV and the UP System are doing for the repairs of their homes. They were also informed that they can monetize their leave credits to augment their needs for repairs
4. Discussed with staff and REPS the need to pursue the Memorandum of Agreement with hospitals to facilitate payment of bills that will be charged to the FAPHE
5. Attended forum on Strategic Performance Management System (SPMS) organized by the AUPWA. Also included in the discussion were issues on freeze hiring and contractualization.”

MATTERS SUBMITTED FOR APPROVAL BY THE BOARD

GENERAL GOVERNANCE

The Board **APPROVED** the following:

A. Appointment of University Officials

UP System

Prof. CARMENCITA D. PADILLA as Executive Director of Philippine Genome Center, effective 01 March 2014 until 28 February 2017

UP Diliman

Prof. MICHAEL L. TAN as Chancellor, UP Diliman, effective 2 March 2014 until 1 March 2017

B. Proposal to Grant the UP Cebu Dean, LIZA D. CORRO, with the following compensation package equivalent to that of a Chancellor, effective 04 December 2012 to 03 December 2015

Entitlements

- P7,320.00/month Honorarium
- P11,000.00/month RA
- P11,000.00/month TA
- 12 units Administrative Load Credit

C. Proposal to Rename the Office of Legal Services (OLS) to the *Office of the Vice President for Legal Affairs (OVPLA)*

The University Code Revision Committee, in its 18 February 2014 meeting, took up the proposed provisions for the Vice President for Legal Affairs.

During the discussion, it was found that during the 1193rd meeting of the BOR on 24 February 2005, it was only the rank and title of the University General Counsel that was changed into Vice President for Legal Affairs. However, the Office of the University General Counsel, which is designated as the Office of Legal Services was not renamed and remained as the Office of Legal Services.

Thus, in order to harmonize and make the name of the Office consistent with that of the Vice President for Legal Affairs, it is proposed that the *Office of Legal Services* be renamed as the *Office of the Vice President for Legal Affairs*.

ACADEMIC MATTERS

The Board **APPROVED** the following:

A. Request for Another One-Year Extension of the UP Law Centennial Textbook Writing Project

Out of the eighty-eight (88) volumes, nineteen (19) have been printed so far and two (2) volumes are with the press for printing. Some faculty-authors are still finalizing the first draft they have submitted taking into account the peer review comments. The rest of the faculty-authors are expected to submit the first draft of their manuscripts soon.

In view of the foregoing, the UP College of Law is requesting for another one-year extension of the U.P. Law Centennial Textbook Writing Project until the end of this year 2014.

B. Plans and Activities of UP Visayas for Academic Year 2014-2015

ACTIVITIES	DATES	
Conduct of Summer Classes for AY 2013-2014	April – May 2014	For students and concerned faculty members in the Miagao and Iloilo Campuses
	June – July 2014	For students and concerned faculty members in the Tacloban City Campus
Teachers Summer Vacation <i>(Only for faculty members with no Summer Load and Administrative / Research Load Credits)</i>	May 2014	Regular faculty members (Miagao and Iloilo City Campuses)
	July 2014	Regular faculty members (Tacloban City Campus)
Academic Program Improvement (API) Activities <ol style="list-style-type: none"> 1. Seminar/Workshops on: <ol style="list-style-type: none"> a. K-12 implementation b. New GE Framework c. Review of Curricular Programs 2. Trainings on: <ol style="list-style-type: none"> a. Effective Teaching Strategies (for new faculty members) b. Research Methodologies and Technical Writing 	June – August 2014	Faculty members

<p>3. Seminars / Forums Innovations</p> <p>a. New Teaching Innovations</p> <p>b. Specific Issues and Concerns</p> <p>4. New Faculty Orientation</p>		
Conduct of Research / Creative Work Activities	June – August 2014	Faculty Members
Student Leadership Seminars	June – August 2014	Office of Student Affairs
<p>Administrative Concerns</p> <ul style="list-style-type: none"> - Preparation of the physical infrastructures, as needed - Representation to the Professional Regulatory Commission on the changes in the conduct of Licensure Examinations (for Chemical Engineering, Accountancy, Chemistry, Medical Technologist and Fisheries Technologist) - Adjustments / Arrangement of schedules of internships / on-the-job trainings, etc. with private companies, and government/non-government organizations - Improvement of Library facilities - Active recruitment of new faculty members with PhD 	May – August 2014	UPV Administration (including Deans and Chairs/Directors)
Preparation for eUP	On-going	Concerned Administrative Offices (Office of the University Registrar, Admin Offices (Accounting, Cash, HRDO, Budget, DISP, etc.)

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

Proposal 1: Revision of the English Language Proficiency Requirement for Graduate Programs (Diploma, Master’s and Doctoral programs)

Existing Guidelines	UC CAPP Proposal	Justification
<p>3.1 ADMISSION</p> <p>Proof of English and/or Filipino proficiency shall be required of all students whose native language is not English or Filipino, except those who graduated from institutions where the medium of instruction is English or Filipino.</p> <p>For proficiency in English, a score of at least 500 in the paper-based or minimum score of 173 in the computerized form of the Test of English as a Foreign Language (TOEFL) shall be required.</p> <p>For proficiency in Filipino and other Philippine languages, a certification shall be required from a duly authorized unit of the University.</p> <p><i>[General Rules for Graduate Programs, 1126th BOR Meeting, 26 November 1998; UPD Executive Committee Meeting, 19 June, 2002]</i></p>	<p>Proof of English and/or Filipino proficiency shall be required of all students whose native language is not English or Filipino, except those who graduated from institutions where the medium of instruction is English or Filipino.</p> <p>For proficiency in English, a score of at least 500 in the paper-based, <u>or at least 173 in the computer-based, or at least 61 in the internet-based forms of the Test of English as a Foreign Language (TOEFL), or at least a score of 5.5 in the International English Language Testing System (IELTS), or a certification from a duly authorized unit of the University, shall be required.</u></p> <p>For proficiency in Filipino and other Philippine languages, a certification shall be required from a duly authorized unit of the University.</p>	<p>TOEFL now includes test administration through the internet with a minimum passing score of 61.</p> <p>The IELTS is another international standardized test of English language proficiency established in 1989.</p> <p>Certification by a duly authorized unit of the University (such as the proposed language Center) provides the opportunity for UP to develop its own internal language proficiency test system that may eventually reach international standard and acceptance.</p>

Proposal 2: Revision in the General Guidelines for the Doctoral Programs

Existing Guidelines [General Rules for Graduate Programs in UP Diliman, 1125 th BOR Meeting, 29 October 1998; ODI OVCAA UPD 1999, Section 3.0, pages 9-25]	UC CAPP Proposal	Justification
3.2 General Requirements		
3.2.1 Completion of a Program of study equivalent to 45 units (BS) of formal graduate studies, excluding dissertation, in the case of a student admitted into the doctoral program with only a Bachelor's Degree in the discipline or a Master's degree in an unrelated field; and of at least twenty-four (24) units of formal graduate courses, excluding dissertation, in the case of student admitted into the doctoral program with a master's degree in the discipline.	3.2.1 Completion of a Program of study equivalent to 45 units (BS) of formal graduate courses, excluding dissertation, in the case of a student admitted into the doctoral program with only a Bachelor's degree in the discipline or a Master's degree in an unrelated field; <u>or</u> of at least twenty-four (24) units of formal graduate courses, <u>or its equivalent determined by the program unit as approved by the appropriate body, thru channels,</u> excluding dissertation, in the case of a student admitted into the doctoral program with a master's degree in the discipline;	The proposed revision recognizes equivalencies in programs that have less formal course work but more research load.
3.2.2 Maintenance of a Cumulative Weighted Average Grade (CWAG) of 1.75 or better at the end of each academic year until completion of the Program of Study.	Maintenance of a Cumulative Weighted Average Grade (CWAG) of 1.75 or better <u>for a formal courses taken, and/or its equivalent performance evaluation metric as approved by the appropriate body, thru channels,</u> at end of each academic year until completion of the program study;	The proposed revision is aligned with the proposed revision of 3.2.1 above.
3.3 Program Adviser / Committee and Program of Study		
3.3.3 Study load per semester and trimester The normal study load of a full-time student shall be nine (9) to twelve (12) units per semester of formal graduate courses and eight (8) to ten (10) units per trimester.	3.3.3 Study load per semester and trimester The normal study load of a full-time student shall be nine (9) to twelve (12) units per semester of formal graduate courses and eight (8) to ten (10) units per trimester, <u>if applicable</u>	The proposed revision accounts for graduate programs whose curriculum may be composed of more research load than formal course work.
3.5 Grade Requirement		
3.5.1 Grading System The following numerical grades shall be used in graduate courses: 1.0 (Excellent), 1.25, 1.5 (Very Good), 1.75, 2.0 (Good), 2.25, 2.5	The following numerical grades shall be used in graduate courses: 1.0 (Excellent), 1.25, 1.5 (Very Good), 1.75, 2.0 (Good), 2.25, 2.5	The proposed revision includes the letter "P" and "F", which are alternative means of evaluating

<p>(Satisfactory), 2.75, 3.0 (Pass), 4.0 (Conditional Failure), INC (Incomplete), and 5.0 (Fail).</p> <p>A grade of “3.0” or better is a passing grade. A graduate student earns credit for a course when he/she obtains a grade of “3.0” or better.</p>	<p>(Satisfactory), 2.75, 3.0 (Pass), 4.0 (Conditional Failure), INC (Incomplete), and 5.0 (Fail), <u>P (Pass) and F (Fail).</u></p> <p>A grade of “<u>P</u>”, “3.0” or better is a passing grade. A graduate student earns credit for a course when he/she obtains a grade of <u>“P”</u>, “3.0” or better.</p>	<p>student performance.</p>
<p>3.5.2 Cumulative Weighted Average Grade (CWAG) / <u>Performance Evaluation</u></p> <p>The Cumulative Weighted Average Grade (CWAG) shall be based on all courses taken by the student in his/her approved Program of Study, including those taken in compliance with the Residency Rules (See 3.10), if applicable.</p> <p>To remain in good standing, a student must maintain a CWAG of “1.75” or better in his/her course work at the end of each academic year until the completion of the Program of Study. This CWAG shall be computed by the Graduate Office/Committee and reported by the latter to the Graduate Office, through channels.</p>	<p>The Cumulative Weighted Average Grade (CWAG) shall be based on all courses taken by the student in his/her approved Program of Study, including those taken in compliance with the Residency Rules (See 3.10), if applicable.</p> <p>To remain in good standing, a student must maintain a CWAG of “1.75” or better in his/her course work, <u>or an equivalent performance evaluation system determined by the program unit as approved by the appropriate body, through channels,</u> at the end of each academic year until the completion of the Program of Study. This CWAG shall be computed by the Graduate Office/Committee and reported by the latter to the Graduate Office, through channels.</p>	<p>The proposed revision is aligned with the proposed revision of 3.5.1 above.</p>
<p>3.5.3 Failure to satisfy a Grade/<u>Performance Evaluation</u> Requirement</p> <p>A student who fails to satisfy the CWAG of “1.75” at the end of academic year shall be disqualified from the doctoral program, unless the Dean/Director decides to waive the disqualification on justifiable ground and upon recommendation of the student’s Program Adviser / Committee, through channels.</p>	<p>A student who fails to satisfy the CWAG of “1.75”, <u>or an equivalent performance evaluation system determined by the program unit as approved by the appropriate body, through channels,</u> at the end of academic year shall be disqualified from the doctoral program, unless the Dean/Director decides to waive the disqualification on justifiable ground and upon recommendation of the student’s Program Adviser / Committee, through channels.</p>	<p>The proposed revisions are aligned with the proposed revision of 3.5.1 and 3.5.2 above.</p>

<p>3.7 The Candidacy/ Comprehensive Examination</p> <p>3.7.1 The Candidacy Examination shall aim to test the student’s mastery of the discipline/area acquired in the Program of Study. It shall be a written and/or oral examination that must be taken by the student after satisfying the following requirements:</p> <p>(1) completing the course work in his/her Program of Study; (2) satisfying the language requirements, if any; (3) obtaining a CWAG of “1.75” or better in his/her course work; and (4) completing the courses stipulated by the Residency Rules (See 3.10), if applicable.</p>	<p>The Candidacy Examination shall aim to test the student’s mastery of the discipline/area acquired in the Program of Study. It shall be a written and/or oral examination that must be taken by the student after satisfying the following requirements:</p> <p>(1) completing the course work in his/her Program of Study; (2) satisfying the language requirements, if any; (3) obtaining a CWAG of “1.75” or better in his/her course work; <u>and /or an equivalent performance evaluation requirement by the Graduate Program Adviser/Committee, if applicable and</u> (4) completing the courses stipulated by the Residency Rules (See 3.10), if applicable</p>	<p>The proposed revisions are aligned with the proposed revision of 3.5.1 and 3.5.2 above.</p>
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D. Revision in the 2014-2015 Academic Calendar of UP Manila Reflecting the Changes Made in the Early Registration Dates of Incoming First Year Students for Academic Year 2014-2015

ACTIVITY	FROM	TO
Physical Examination for Incoming First Year Students	30 June 2014 (Mon) – 08 July 2014 (Tue)	02 May 2014 (Fri) – 12 May 2014 (Mon)
Registration For First Year Students	01 July 2014 (Tue) – 09 July 2014 (Wed)	05 May 2014 (Mon) – 13 May 2014 (Tue)

E. Proposed Institution of the Graduate Certificate in Master of ASEAN Studies of the Faculty of Management and Development Studies, UP Open University, as Approved by the UPOU University Council at its Special Meeting Held on 20 February 2014

The complete proposal is on file at OSU Records Section.

FISCAL MATTERS

The Board **APPROVED** the following:

- A. Reprogramming of Prior Year's Unexpended Obligations of UP Cebu in the Amount of Two Million Six Hundred Nineteen Thousand Seven Hundred Twenty-Five Pesos (P2,619,725.00), Certified as Available by the Chief Accountant and the Officer-in-Charge, Budget Office of UP Cebu, to be Utilized as Follows:**

Capital Outlay	P 2,619,725.00
To fund the construction of UP Cebu Guest House Building at UP Diliman Campus	
Total	P 2,619,725.00

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

ADMINISTRATIVE MATTERS

The Board **APPROVED** the following:

- A. Request for Waiver of Sabbatical Rules Requirement in Favor of Prof. PRISCELINA P. LEGASTO, Professor 12, College of Arts and Letters, UP Diliman, effective 7 November 2013 until 22 March 2014 and 11 April 2014 until 19 May 2014**

Specifically, the request is for waiver of the following sabbatical rule, to wit:

“In no case shall sabbatical leaves be granted, within two (2) years before the faculty member’s 65th birthday.” (Faculty Manual, Chapter 6, Section 6.4)

The request was fully endorsed by the Department Chair, Dr. Lily Rose Tope, and the CAL Dean, Dr. Elena Mirano, who attached the required profile of the Department to determine if the current faculty could absorb the current teaching load of Prof. Legasto. According to Dr. Tope, in her letter of endorsement: “While they (the two new recruits and a lecturer) cannot teach the higher English (and Comparative Literature Theory courses) which Dr. Legasto teaches, they can take on the GE English subjects of other senior professors, thereby allowing the latter to take over Dr. Legasto’s teaching load.

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

UP Los Baños

Asst. Prof. **LYNETTE B. CARPIO-SERRANO**, Assistant Professor 1, Department of Educational Communication, College of Human Ecology, effective 1 October 2013 until 31 May 2014

Asst. Prof. **ROGEL MARI D. SESE**, Assistant Professor 5, Institute of Mathematical Sciences and Physics, College of Arts and Sciences, effective 1 November 2013 until 31 May 2014

UP Manila

Assoc. Prof. **VIVIEN FE F. FADRILAN-CAMACHO**, Associate Professor 1, Department of Environmental and Occupational Health, College of Public Health, effective 5 November 2013 until 12 December 2013

Asst. Prof. **CRISTINA M. LAURETA**, Assistant Professor 3, College of Dentistry, effective 1 June 2013 until 12 December 2013

UP Visayas

Assoc. Prof. **ERLINDA C. LACIERDA**, Associate Professor 2, Institute of Aquaculture, College of Fisheries and Ocean Sciences, effective 1 June 2013 until 29 August 2013

C. Appointment of Faculty

1. Transfer to Permanent Status

UP Diliman

Asst. Prof. **RAYMOND G. FALGUI**, Assistant Professor 2, College of Arts and Letters, effective 27 February 2014

Asst. Prof. **ANNA FELICIA C. SANCHEZ**, Assistant Professor 1, College of Arts and Letters, effective 27 February 2014

UP Manila

Asst. Prof. **MA. SONIA S. SALAMAT**, Assistant Professor 6, College of Public Health, effective 27 February 2014

2. Extension of Appointment Beyond Compulsory Retirement Age of 65

UP Diliman

Prof. **ANGELITO G. MANALILI**, Professor 12, (SG 29-8), College of Social Work and Community Development, effective 1 November 2013 until 31 May 2014

MATTERS SUBMITTED FOR CONFIRMATION BY THE BOARD

ACADEMIC MATTERS

The Board **CONFIRMED** the following:

A. Agreements/ Contracts

UNIT	TITLE	PROJECT / AMOUNT / DURATION
UP System	1	Memorandum of Agreement between the University of the Philippines and SM Investments Corporation Date notarized: 14 February 2014
UP Diliman	1	Contract of Award among the University of the Philippines Diliman through the National Institute of Molecular Biology and Biotechnology (NIMBB), the Department of Science and Technology (DOST), the Philippine Council for Health Research and Development (PCHRD), and Dr. John C. Gomez (Awardee) Date notarized: 12 December 2013
	2	Agreement on Academic Cooperation between the University of the Philippines Diliman, through the Institute of Mathematics, and the Centre International De Mathematiques Pures Et Appliquees (CIMPA) Date notarized: 12 April 2013
	3	Memorandum of Understanding between the University of the Philippines Diliman, through the College of Engineering, and the Philippine Center for Postharvest Development and Mechanization (PHILMECH) Date notarized: 9 October 2013

UP Diliman	4	Memorandum of Agreement between the University of the Philippines Diliman through the National Engineering Center (NEC), College of Engineering, and the Department of Public Works and Highways (DPWH)	<p>Project: Consultancy Services for the Study, Preliminary Engineering and Detailed Engineering Designs of the Roxas Boulevard Seawall</p> <p>Amount of Project: P11,502,000.00</p> <p>Duration: Shall take effect upon signing and shall remain in full force and effect for one (1) year</p> <p>Date notarized: 19 December 2013</p>
	5	Memorandum of Agreement between the University of the Philippines Diliman, through the College of Mass Communication (Grantee), and the Commission on Higher Education (CHED)(Grantor)	<p>Project: Face to Face with the Media: A Crash Course for Executives</p> <p>Duration: Shall take effect immediately upon signing by the contracting parties for the project implementation from November to December 2013</p> <p>Date notarized: 11 December 2013</p>
	6	Memorandum of Agreement among the University of the Philippines Diliman, through the College of Education, the ASEAN Training Center for Preventive Drug Education (ATCPDE) and the Dangerous Drug Board	<p>Project: Preventive Drug Education</p> <p>Duration: Shall commence in January 2014 and shall be valid and in force for a term of three (3) years thereafter</p> <p>Date notarized: 10 January 2014</p>
	7	Memorandum of Understanding between and among the University of the Philippines Diliman, through the Department of Electrical and Electronics Engineering, College of Engineering, and the existing Universal Speech Translation Advanced Research (U-STAR) Members	<p>Project: Cooperation in the field of information and communication technology with respect to speech and natural language processing research in the ASEAN Region</p> <p>Duration: Valid from 29 March 2013 to 31 March 2014, shall automatically be renewed every year and final term shall end on 31 March 2016</p> <p>Date signed: 19 March 2013</p>

UP Diliman	8	Memorandum of Agreement between the University of the Philippines Diliman, through the Diliman Interactive Learning Center (DILC), and the Mariano Marcos State University (MMSU)	Project: On-the-Job Training (OJT) Duration: Shall take effect immediately upon signing and shall continue to be enforced until such time that anyone of the parties withdraws from the agreement Date notarized: 11 October 2013
	9	Memorandum of Agreement between the University of the Philippines Diliman and the University of Asia and the Pacific (UA&P) (Third Renewal)	Project: Academic Cooperation Duration: Shall be effective upon date of signing by both parties and shall remain in full force and effect for a period of three (3) years Date notarized: 20 December 2013
	10	Memorandum of Agreement between the University of the Philippines Diliman, through its Law Center, and the Bangko Sentral ng Pilipinas (BSP)	Project: Mandatory Continuing Legal Education Amount: P250,000.00 Duration: A minimum of one (1) day per offering
	11	Memorandum of Agreement between the University of the Philippines Diliman, through the College of Arts and Letters, and the Development Academy of the Philippines (DAP)	Project: English Proficiency and Internship Program Duration: Covers the period from the date of its signing up to June 2014 Date notarized: 8 August 2013
	12	Agreement on Academic Cooperation between the University of the Philippines Diliman through the School of Urban and Regional Planning (SURP) and the Woodbury University, California, USA	Project: Academic cooperation Effectivity: Valid for a period of five (5) years from the date of signing by the representatives of both Universities Date signed: 15 November 2013
	13	Memorandum of Agreement between the University of the Philippines Diliman, through School of Labor and Industrial Relations (SOLAIR), and Sekiguchi Global Research Association (SGRA), Japan	Project: 15 th Shared Growth Seminar Effectivity: 8 February 2013

UP Diliman	14	Memorandum of Understanding between the University of the Philippines Diliman and the Yokohama National University, Japan	Project: Exchange programs Effectivity: Effective upon signing by both parties and shall remain in effect during the validity of the Agreement Date notarized: 30 August 2013
	15	Memorandum of Agreement between the University of the Philippines Diliman, through the School of Labor and Industrial Relations (SOLAIR), and the Friedrich-Ebert-Stiftung (FES) Philippine Office	Project: International Seminar: The Working Class Struggle for Social and National Emancipation: 150 Years after Bonifacio, What's the Scorecard on the Asia-Pacific Effectivity: 23 to 25 October 2013 Date notarized: 9 October 2013
	16	Memorandum of Understanding between the University of the Philippines Diliman, through the School of Statistics and Rutgers, the State University of New Jersey, California, USA	Project: Exchange and cooperation program Effectivity: Will be effective for a period of three (3) years from the date of signing Date notarized: 26 June 2013
	17	Agreement on Academic Cooperation and Memorandum on Student Exchange between the University of the Philippines Diliman, through the College of Engineering and the Nara Institute of Science and Technology, Japan	Project: Academic Cooperation Effectivity: Valid for a period of five (5) years from the date of signing by the representatives of both Universities Date notarized: 6 January 2014
UP Open University	1	Memorandum of Agreement among the University of the Philippines Open University, the Department of Environment and Natural Resources (DENR) and the Environmental Management Bureau (EMB)	Project: E-Learning Course on Solid Waste Management for Local Government Units Amount: P1,311,000 Duration: Shall be effective upon the date of signing by the authorized signatories of the parties and shall remain in force until terminated Date notarized: 1 August 2013

UP Open University	2	Memorandum of Agreement between the University of the Philippines Open University and the University of the Philippines Employees Multi-Purpose Cooperative (UPEMCO)	<p>Project: Salary deduction of debts payment due to UPEMCO</p> <p>Duration: Shall take effect on the date of the signing by both parties and shall remain in force until terminated</p> <p>Date notarized: 22 November 2013</p>
	3	Memorandum of Agreement between the University of the Philippines Open University and the Sukhothai Thammathirat Open University (STOU), Thailand	<p>Project: Academic Enhancement of the Master of Environment and Natural Resources (MENRM) Program</p> <p>Duration: Shall take effect upon the date of signing by both parties. It shall remain in force until terminated by either party, subject to written notice with a grace period of at least three (3) months before the intended date of termination</p> <p>Date signed: 8 October 2013 in Thailand (hence it was not notarized)</p>
UP Mindanao	1	Memorandum of Agreement between the University of the Philippines Mindanao and the Department of Agriculture-Regional Field Unit XI (DA-RFU XI)	<p>Project: Mindanao Cattle Research and Development Project (Year 2)</p> <p>Amount: P1,342,450.50</p> <p>Date notarized: 9 December 2013</p>

FISCAL MATTER

- A. Confirmation of the Approval of the Board of Regents (via Referendum conducted on 20-21 February 2014) of the Amendment to the Calamity Assistance to Yolanda-Affected Faculty and Staff of UP Visayas in Tacloban and UP Manila School of Health Sciences in Palo**

From : Assistance in the Form of Housing Materials

To : Assistance in the Form of Cash

The Board of Regents approved, through a referendum in January 2014 and confirmed in its 1195th meeting on 06 February 2014, calamity assistance totalling P6M in the form of housing materials - P4.4M for UP Visayas Tacloban College and P1.6M for UP Manila School of Health Sciences Palo.

Subsequent information through a letter from Chancellor Rommel Espinosa, dated 10 February 2014, indicated that many of faculty and staff had already undertaken repair of their houses, mostly through personal loans. In view of this, President Alfredo E. Pascual seeks approval from the Board of Regents for the calamity assistance to be given to the faculty and staff in the form of cash instead of housing materials at the rate of P45,000.00 per employee totalling P6M - P4.4M for UP Visayas Tacloban College and P1.6M for UP Manila School of Health Sciences Palo.

MATTERS SUBMITTED FOR INFORMATION OF THE BOARD

The Board **NOTED** the following:

- A. Delegated Authority to the President, subject to INFORMATION of the Board**

1. Contracts/Agreements

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

CU		Title of Parties to the Contract/s	PROJECT / AMOUNT / DURATION
UP System	1	Notice of Award granted to ePLDT Incorporated in joint venture with BEACON	Project: UPS SPMO 2013-060 Procurement of One (1) Lot eUP Staging Server with Storage and Co-Location Services Amount: P64,500,000.00

UP System	2	Notice of Award granted to Maximum Solutions Corporation	Project: UPS SPMO 2013-061 Procurement of One (1) Lot Computer Softwares (Office of Design and Planning Initiatives-ODPI) Amount: P3,978,850.00
UP Diliman	1	Contract of Lease between the University of the Philippines and the Globe Telecom, Inc.	Project: Contract of Lease of the 200 sq.m. area located in section E-14 of the Updated Land Use Plan, bounded by Aguinaldo Street and Hardin ng Rosas Apartments, UP Diliman Quezon City Amount: P246,400.00/month inclusive of 12% VAT Effectivity : 1 January 2013 to 31 December 2013 Date notarized: 18 December 2013

OTHER MATTERS

A. Request for Authority to Travel to Canberra, Australia, from 23-25 June 2014 to Attend the 18th APRU Annual Presidents' Meeting

The President requests permission to travel on official time to Canberra, Australia from 23-25 June 2014, exclusive of travel time, to attend the 18th Association of Pacific Rim Universities (APRU) Annual Presidents' Meeting hosted by the Australian National University.

He requests return airfare, actual cost of hotel accommodation, pre-travel allowance of P1,500.00 and daily subsistence allowance (DSA) for meals and incidentals, all to be taken from the UP International Linkages Fund.

The President also requests payment of salary during the period, use of official passport, and exemption from payment of travel tax.

Board Action: APPROVED

B. Motion for Reconsideration of the Decision Made by the UP Board of Regents on the Revocation of the Renaming of the College of Business Administration (CBA) into UP Cesar E.A. Virata School of Business (CEAVSB), filed by Staff Regent Ramirez

Staff Regent Ramirez explained the following reasons for the Motion for Reconsideration:

1. Her position paper and its corresponding attachments were not at all considered by the CBA Special Committee in their report;
2. She sought clarification from President Pascual whether it is indeed true that there is a committee created by the President to study the issue on renaming; and
3. The decision of the UP Diliman University Council (UPD-UC) to retain the name of the discipline in the renaming of colleges and units was treated as non-essential in the committee report presented by the College of Business Administration.

The complete Motion for Reconsideration as submitted by Staff Regent Ramirez to the Board is on file at the OSU Records.

Board Action: DEFERRED

C. Motion for Reconsideration on the Pilot Shifting of the Academic Calendar, filed by Student Regent Melgarejo

Student Regent Melgarejo raised the following points in her motion for reconsideration of the Board's approval of the pilot shifting of the academic calendar:

1. Improve the quality of education first before internationalization;
2. Universities abroad do not have synchronized academic calendars; and
3. Summer heat will continue to rise which means more cost for the University.

The complete Motion for Reconsideration submitted by Student Regent Melgarejo (Annex 4) is on file at OSU Records.

Board Action: DEFERRED

D. On the Official Press Release of Board's Decisions

Regent Senator Cayetano called the attention of the Board on the policy about discussing publicly the proceedings of the Board of Regents or its decisions not yet officially released for publication, without written permission. She informed the Board that the result of UP Diliman chancellorship was already out in the online media and the vote counts were even mentioned. To be in sync with information technology, she then proposed that this policy of the Board should be amended so that any decision on hot issues should come from the Board first. Immediately after a decision has been made on a hot issue, either the Secretary of the Board or the Vice President for Public Affairs should publicly announce the decision of the Board either by stepping out for a few minutes outside the conference room or by using official social media networks. This way, the Board would be the first source of accurate and official information.

President Pascual asked the approval of the Board for the Vice President for Public Affairs (VPPA) to officially announce on the UP System website the results of the UP Diliman chancellorship.

VPPA J. Prospero de Vera said he followed the rules of the Board that what is being discussed cannot be disclosed until the meeting is over. Chair Licuanan raised the point made by Regent Senator Cayetano saying that the rule was not very wise anymore at this point in time and that it should be amended.

President Pascual sought clarification on whether the Board can hold the minority accountable for publicly attacking the decision of the Board. Regent Montinola said that if the minority wants to air their petitions then they should make it part of the meeting. President Pascual agreed but in practice, he said the opposition to the decision of the Board is made publicly.

As a representative of the students, Student Regent Melgarejo said that it is her responsibility to report to her constituents what had transpired in the meeting especially if the decision will affect them.

Chair Licuanan realized that it might have been the reason why the Student Regent put on record that she stood by her decision. She added that she respects the Student Regent for that.

Board Action: NOTED

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 effect 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 14-04

Date : 12 February 2014

To : The Chancellors

Attention:

Dr. Caesar A. Saloma, UP Diliman
Dr. Rex Victor O. Cruz, UP Los Baños
Dr. Rommel A. Espinosa, UP Visayas

Attention, please: Vice Chancellors for Administration
Budget & Accounting Director / Heads

cc : OVPAA
OVPPF
OVPA
OSU

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

Subject : **Payment of Differentials for UP Scientists - SCS**

-
1. Payment of the salary differentials for the UP Scientists under the Scientific Career System (SCS) is hereby authorized for Fiscal Year 2013.
 2. Payment of the differentials for Fiscal Year 2014 and onwards shall be incorporated in the Internal Operating Budget (IOB) of the CUs.
 3. As a brief background, the Scientific Career Council (SCS) is authorized by Executive Order No. 784 and Executive Order No. 901 based on Republic Act No. 8439 enacted on 22 December 1997 known as the "Magna Carta for Scientists, Engineers, Researchers and other S&T Personnel in the Government" provided that "funding shall be provided in the General Appropriations Act (GAA) of the year following its enactment into law under the budgetary appropriations of the DOST and concerned agencies" (Section 20, RA 8439).
 4. The UP CUs must also anticipate the headcount and provide for the following incentives and benefits: RATA, Magna Carta Benefits (honorarium, share in royalties, hazard allowance, subsistence allowance, etc); travel assistance for local and foreign paper presentations (US\$2000 every two years in case of foreign travel); membership in one international scientific organization and subscription to scientific journals, and publication assistance. Additional funding for the SCS package should be included in the CU budget proposals for approval

of the UP President, and for endorsement by the Department of Science and Technology (DOST) to the Department of Budget and Management (DBM) for incorporation in the annual Government Appropriations Act (GAA) for the University of the Philippines.

Attachment: List of UP Scientists under the DOST – CSC system

B. ADMINISTRATIVE ORDER NO. PAEP 14-05

Date : 14 February 2014

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

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

Subject : **Rice Subsidy/Allowance: 1st and 2nd tranche for 2014**

The Board of Regents, in its 1295th meeting on 06 February 2014, approved the grant of the 1st and 2nd tranches of the rice subsidy/allowance for 2014 equivalent to One Thousand Five Hundred Pesos (P1,500.00) per tranche to be given to the administrative personnel covered by the Collective Negotiation Agreement (CNA) between the University and All-UP Workers Union (AUPWU) and to the faculty and REPS covered by the CNA between the University and the All-UP Academic Employees Union (AUPAEU).

In the spirit of equity, the Board of Regents also approved the grant of the same rice subsidy/allowance of P1,500.00 for each tranche to the faculty, REPS and administrative personnel who are not covered by the CNAs between the University and the Administrative and Academic Unions.

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

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

C. ADMINISTRATIVE ORDER NO. PAEP 14-06

Date : 14 February 2014

To : Bids and Awards Committee (BAC) for the System Administration

cc : OVPA
OSU
System SPMO
Office of the Chancellor, UP Diliman
COA, UP

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

Subject : **Reconstitution of the Bids and Awards Committee (BAC) for the System Administration**

In compliance with the Government Procurement Act (R.A. 9184), the UP System Bids and Awards Committee (BAC) is constituted as follows, effective 1 January 2014 until 31 December 2014:

1. Prof. Nestor O Rañeses, AVP for Administration, Chair
2. Prof. Mark Anthony M. Gamboa, Director for Procurement Operations, OVPA, Vice Chair
3. Prof. Dan A. Saguil, National College of Public Administration and Governance (NCPAG), UP Diliman, Member
4. Mr. Clodualdo E. Cabrera, UP Press/Office of the Staff Regent, Member*
5. Mr. Arnulfo Anos, NEC/College of Engineering, UP Diliman, Member**
6. Atty. Elizabeth R. Pulumbarit, Technology Transfer and Business Development Office (TTBDO), Member
7. Representative, Office of the Vice President for Legal Affairs, Resource Person

The UP System BAC (SBAC) shall have the following functions: advertise and/or post invitations to bid, conduct pre-procurement and pre-bid conferences, determine the eligibility of prospective bidders, receive bids, conduct the evaluation of bids, undertake post-qualification proceedings, recommend award of contracts, and perform other related functions in accordance with RA 9184.

The Commission on Audit (CoA) representative shall be invited to participate as observer in all BAC meetings and deliberations. The BAC shall also in all stages of the procurement process, invite at least two (2) observers from the accredited UP unions or organizations to sit in the relevant proceedings.

The Committee, its secretariat, support staff and resource persons shall be granted honoraria as per DBM Circular No. 2004-5A dated 7 October 2005; as amended by DBM Circular No. 2007-3 dated 29 November 2007.

* *effective 01 January 2014 until 14 February 2014*

** *effective 15 February 2014 until 31 December*

MEMORANDUM

A. MEMORANDUM NO. PAEP 14-10

Date : 6 February 2014

To : Chancellor Caesar A. Saloma
UP Diliman

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

Subject : **Senator Juan Edgardo Angara Scholars**

Attached is the list of 14 students whom the Office of Senator Juan Edgardo Angara has endorsed and recommended to be given scholarships under his name.

Kindly take the necessary actions to grant said scholarship to the students in the list provided the funds are available.

For appropriate action.

Thank you.

B. MEMORANDUM NO. PAEP 14-11

Date : 11 February 2014

To : Prof. Gerardo B. Agulto
Executive Director, UP Foundation, Inc.

cc : Regent Ponciano E. Rivera, Jr.
President, UP Alumni Association

Ms. Elna A. Divino
Accountant, UPAA

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

Subject : **Assistance of P2,000.00 per month for 4 months (February to May 2014) for 124 Bracket E1 students of UPV Tacloban College, to be taken from Tulong UP (Yolanda) Fund**

1. The University of the Philippines Alumni Association (UPAA) has committed to provide 137 Bracket E1 students of UP Tacloban cash assistance at the rate of P2,000 per month from February to May 2014.

2. Since UP Tacloban has 261 Bracket E1 students as of 7 February 2014, I have decided that the remaining 124 students be assisted similarly by the UP Foundation, Inc. (UPFI) using the Tulong UP (Yolanda) Fund to which earlier donations from UPAA and other alumni have been placed. The assistance from UPFI will total P992,000.00 for the four months.
3. Attached is the list of the 124 students. Their ATM/bank details will follow.
4. Kindly implement as soon as possible in coordination with UPAA.

C. MEMORANDUM NO. PAEP 14-12

Date : 6 February 2014

To : All Chancellors
UP Cebu Dean
All University Registrars

cc : VPA Gisela P. Concepcion
VPPF Lisa Grace S. Bersales
VPA Maragtas S.V. Amante
VPD Elvira A. Zamora
VPA J. Prospero E. de Vera III
VPLA Hector Danny D. Uy
Secretary Lilian A. de las Llagas

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

Subject : **“One U.P.” Diploma**

I am pleased to inform you that the University of the Philippines now has a “One U.P.” Diploma, which the Board of Regents approved at its 1295th meeting on 6 February 2014.

Attached are the specifications and samples of the “One U.P.” Diploma.

The Office of the Vice President for Administration (OVPA) is making arrangements for the procurement of the “One U.P.” Diploma.

Kindly direct your inquiries to OVPA should you need some clarifications.

Thank you.

Attachments:

1. “One U.P.” Diploma write-up and specs
2. Four samples of UP Diploma (Filipino, English, four signatories, three signatories)

D. MEMORANDUM NO. PAEP 14-14

Date : 13 February 2014

To : Prof. Patricia R.P. Salvador Daway
Chair, Committee to Review the Policies and Guidelines
on the Selection and Appointment of Chancellors,
and of Deans/Directors of Principal Units
c/o UP College of Law, UP Diliman

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

Subject : **Request for Extension to Complete the Report of the
Committee to Review the Policies and Guidelines on the
Selection and Appointments of Chancellors, and of
Deans/Directors of Principal Units**

Thank you for the preliminary report of your Committee.

As requested, the extension until the end of February 2014 for the Committee to complete its work is hereby approved.

Again, I thank you and the other members of the Committee for contributing your time, experience, and wisdom to this crucial task.

E. MEMORANDUM NO. PAEP 14-15

Date : 13 February 2014

To : All Chancellors & UP Cebu Dean

cc : OVPPF, OVPA, OVPPA, OSU

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

Subject : **Report on Donations for Yolanda**

In the spirit of transparency and in accordance with Commission on Audit (COA) requirements, the Office of the President (OP) will be providing reports on cash donations received by UP and its various units for Typhoon Yolanda victims.

In this regard, may we request you to submit to the OP a record of such donations that have been credited to your respective UP-CU accounts, foundations and other accounts?

To facilitate reporting, the OVPPF suggests that the attached format be used in preparing your report.

Please attach to your report a summary on how the donations have been or are being utilized. A listing of beneficiaries and the respective amounts of assistance given will be useful in informing the donors and the UP Board of Regents on the extent of help given by our donors to the Typhoon Yolanda victims.

Should you have questions kindly direct your inquiries to Vice President Lisa Grace Bersales of OVPPF.

Kindly submit your report on or before 28 February 2014.

Thank you for your cooperation.

F. MEMORANDUM NO. PAEP 14-16

Date : 14 February 2014

To : Chancellor Caesar A. Saloma, UP Diliman

ATTENTION: 1. VCSA Ma. Corazon J. Tan
2. Mr. Aris Dacanay
Officer-in-Charge
Office of Scholarship and Student Services
UP Diliman

cc : VP Lisa Grace Bersales, VPPF
VCAA, UPD

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

Subject : **PNOC-EC Scholars**

In view of the rescission by PNOC-EC of the MOA covering its donation to UP following a directive from the Governance Commission for GOCCs, please discontinue the acceptance of new PNOC scholars.

Meanwhile, for the current set of PNOC scholars, we shall identify other fund sources that will enable us to continue our support for their studies. However, should there be drop-outs from your list of PNOC-EC scholars, please be reminded that they should not be replaced anymore.

For your guidance.

G. MEMORANDUM NO. PAEP 14-17

Date : 18 February 2014

To : All Chancellors and UP Cebu Dean
University Librarian and All CU Librarians
Legal Officers

cc : OSU
VPA
Resident COA Auditors

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

Subject : **Policies and Procedures re: Custodianship and Management
of UP's Vital Documents**

The Office of the President is presently formulating an official set of UP System-wide policies and procedures regarding the custodianship and management of UP's vital documents, such as land titles, legal contracts, Memoranda of Agreement or Understanding (MOA or MOU), and other important records.

In this connection, we would like to request every one concerned to please furnish this Office with pertinent information on your usual and/or existing practices in identifying, producing, collecting, organizing, maintaining, protecting and, eventually, disposing the diverse types of documents mentioned above.

Kindly send the requested data/information to Dr. Lourdes M. Portus, Special Assistant to the President (SAP), at her email address: limportus@up.edu.ph, on or before 15 March 2014.

Thank you for your usual cooperation.

H. MEMORANDUM NO. PAEP 14-18

Date : 19 February 2014

For : The Board of Regents
University of the Philippines
Diliman, Quezon City

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

Subject : **Request for authority to travel to Canberra, Australia, from 23-25 June 2014 to attend the 18th APRU Annual Presidents' Meeting**

I respectfully request permission to travel on official time to Canberra, Australia from 23-25 June 2014, exclusive of travel time, to attend the 18th Association of Pacific Rim Universities (APRU) Annual Presidents' Meeting hosted by the Australian National University.

I would like to request return airfare, actual cost of hotel accommodation, pre-travel allowance of P1,500.00 and daily subsistence allowance (DSA) for meals and incidentals, all to be taken from the UP International Linkages Fund.

I also request payment of my salary during the period, use of official passport and exemption from payment of travel tax.

Thank you.

I. MEMORANDUM NO. PAEP 14-19

Date : 21 February 2014

To : Chancellor Rommel A. Espinosa, UP Visayas
Attention: Vice Chancellor for Administration Nestor Yunque

Dean Anita Cular, UPV Tacloban College

Chancellor Manuel B. Agulto, UP Manila
Attention: Vice Chancellor for Administration
Jose Florencio F. Lapeña

Dean Salvador Destura, UP School of Health
Sciences, Palo, Leyte

Heads of Budget & Accounting Offices (UPV, UPM, UPVTC,
SHS)

cc : *OVPPF/OVPA/OSU*

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

Subject : **Payment of Calamity Assistance for Housing Materials**

This is to authorize the payment of calamity assistance in the amount of **FORTY FIVE THOUSAND PESOS (P45,000)** for each faculty and staff of the UP Visayas Tacloban College (UPVTC) and UP Manila School of Health Sciences (SHS), as approved by the UP Board of Regents through referendum on 20-21 February 2014.

The calamity assistance in the form of cash is in connection with the situation and needs of the faculty and staff who have incurred loans to purchase housing materials to rebuild their homes in the aftermath of the devastation brought about by Supertyphoon Yolanda in Region VIII, including Tacloban City and Palo, Leyte.

For your immediate action.

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