



**UNIVERSITY OF THE PHILIPPINES**  
**Quezon City**

**OFFICE OF THE PRESIDENT**

27 September 2010

MEMORANDUM NO. PERR 10-015

To : All Chancellors and Faculty  
Subject : Selection of New Faculty Regent

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The new UP Charter (RA No. 9500) provides that there shall be "One Faculty Regent representing all teaching personnel, chosen in accordance with the rules and qualifications set by the constituent university councils to serve a term of two (2) years." The term of Regent Judy Taguiwalo ends this 2010.

I now announce the selection process for the new Faculty Regent (FR) for the term 2011-2012.

This year's selection process shall be based on the attached "The 2010 UP Faculty Regent Selection Process" (Selection Process), which is a consolidation of the proposals approved by the seven (7) University Councils and the inputs from the President, the seven (7) Chancellors, and the Faculty Regent. The timetable is likewise attached.

This time, it is the turn of a Faculty Regent from UP Los Baños. The minimum qualifications for FR are as follows: one must be a permanent faculty member of UPLB who has served for at least ten (10) years, not more than 63 years old to be able to serve the full term, not be on leave from the University at the time s/he assumes the position, and not have any pending administrative case, or have been found guilty of any charge involving grave misconduct or any other offense that is considered detrimental to the public interest.

In the final selection of the FR, consideration may be given to the following as reflected in the nominees' curriculum vitae and proposed plans of action, which will be distributed to the CUs and posted at the UP website: s/he is established in her/his field and respected by peers; has a clear understanding of the role of the faculty as embodied in the UP Charter, i.e. teaching research, and extension; has a clear understanding of the role of the FR; and demonstrates an ability to formulate or contribute to the formulation of concrete policies that will enable the

University to pursue its purposes as defined in the UP Charter and to address faculty concerns.

The following procedure/schedule shall be followed:

1. UPLB shall prepare a list of faculty members who are qualified as nominees and submit the same to the OVPAA on or before October 4, 2010 in hard and soft copies. The OVPAA shall provide all CUs copies of such list on October 5, 2010.

If the nominee has an administrative position in the University, s/he must resign from the position once s/he is among the top five (5) nominees and accepts the nomination. If s/he is an officer of a bona fide organization, s/he must take a leave of absence, once s/he accepts the nomination, from the organization during the Selection Process. Should s/he be selected, s/he must resign from the said position as officer and go on leave of absence as member of the said organization until the end of his/her term as FR.

If s/he is a member of a bona fide organization in the University, once selected as faculty Regent s/he must go on leave of absence as member of said organization until the end of her/his term.

2. All CUs shall prepare the list of qualified voters in their CUs and submit the certified list in hard and soft copies to the OVPAA on or before October 4, 2010. All regular faculty (full-time, part-time, permanent, temporary or substitute) in active service (excluding lecturers, professorial lecturers, visiting professors/lecturers, Clinical Professors without compensation) or on official leave are qualified to participate in the Selection Process. In the case of professors emeriti, they may participate in the Selection Process but they cannot be nominated.
3. Each CU shall conduct the Nomination Round during the period October 12-15, 2010. CUs shall determine their specific nomination schedules within this period and inform the OVPAA of their schedules. Only those in the CU-certified list of qualified voters can participate in the Nomination Round.

Nomination shall be done by secret balloting at places designated by the units. Each qualified voter shall choose one nominee from the list of qualified nominees from UPLB.

The results of the CU Nomination Round shall be submitted to the OVPAA on or before 5:00pm October 18, 2010.

4. The top five (5) nominees shall be determined on the basis of the total results submitted by the CUs. These nominees shall be requested to submit to the OVPAA, in hard and soft copies, their CVs and their proposed plans of action as FR including their understanding of the Office of the Faculty Regent in the context of the conditions of the University and the problems facing it.

Deadline for submission of these documents to the OVPAA shall be 5:00pm October 28, 2010.

The OVPAA will provide the CVs and action plans of the nominees to all CUs in hard and soft copies on November 3, 2010. These documents will also be uploaded in the UP website.

5. The Election Round will be held during the period November 15/16-18, 2010. CUs shall determine their specific schedules within this period and inform the OVPAA of their schedules.

Only faculty members whose names are included in the CU-certified list of qualified voters can participate in the Election Round. Each qualified voter in all CUs shall choose only one from among the top five (5) nominees. Voters may choose to vote manually through secret balloting in areas designated by the units or electronically using the UP Faculty Regent Electronic Voting System, but not both. However, in the event of double votes cast by manual and electronic ballots, the manual ballot shall prevail.

The FR Electronic Voting System is a single, secure, transparent and open-source system developed by UP Computer Center under the general supervision of the VPAA.

Details of the manual and electronic voting including the security and privacy features of the latter are contained in the attached "The 2010 UP Faculty Regent Selection Process" and "A Primer on the UP Faculty Regent Electronic Voting System"

The results of the Election Round shall be submitted to the OVPAA on or before 5:00pm November 22, 2010, which shall submit the same to the President on November 23.

6. Appeals relating to the conduct of the election should be formally written and submitted to the respective CU Committees within 24 hours from the close of the canvassing at the CU level. Appeals shall be resolved by the BOR before proclaiming the new FR.

The preferred mode for information dissemination by the nominees is through electronic means. The University may assist in the information dissemination in the UP website through the Office of the Vice President for Public Affairs. As proposed by the various CU university councils, there shall be no campaigning.

I enjoin all qualified faculty members to read the attached "The 2010 UP Faculty Regent Selection Process" and "A Primer on the UP Faculty Regent Electronic Voting System" and participate in the selection of a new Faculty Regent.

Thank you for your cooperation



EMERLINDA R. ROMAN  
President