

1 **B. Proposed Washington SyCip Award for Best General**
2 **Education Learning Material**

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4 To further support the ongoing revitalization of the
5 General Education program, outstanding teaching/learning
6 materials developed by faculty who teach GE courses shall
7 be recognized and awarded. The award shall be drawn from
8 interest earned from the donation of the Washington SyCip
9 Family Foundation, Inc. to the UP Foundation for the
10 purpose of enhancing liberal education, and shall be named
11 the "Washington SyCip Award for Best General Education
12 Learning Material"

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14 1 Purpose

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16 The award aims to recognize excellent teaching
17 and/or learning materials developed by faculty and staff
18 for courses in the General Education (GE) program of
19 the university. The award complements the President's
20 Award for Teaching Innovation by focusing on GE
21 instructional materials that enhance the teaching of GE
22 courses, support the liberal arts philosophy and
23 objectives of the GE program, and showcase the best
24 of the University's teaching mission.

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26 The award is named after Mr. Washington SyCip,
27 founder of the accounting firm SGV & Co. and global
28 business leader, who has consistently championed the
29 importance of education in social transformation and
30 sustainable development.

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32 2. Eligibility

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34 Full-time faculty and REPS faculty who
35 developed teaching/learning materials for GE courses
36 they teach may be nominated for the award. The award
37 may be given to an individual or group; in the latter
38 case, all members of the team who developed the
39 materials shall be eligible, provided they are full-time
40 staff of the University.

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2 3. . Scope of Award
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4 3.1 The award covers original instructional (teaching
5 or learning) materials developed by the nominee
6 for a GE course.

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8 3.2 The material may be print (e.g. textbooks,
9 primary reference materials), electronic/multi-
10 media, or a combination of both.

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12 3.3 The material must have been used for at least
13 one semester to allow for appropriate evaluation
14 of effectiveness.

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16 3.4 The material must be a primary teaching or
17 learning resource used substantially throughout
18 the course. Materials produced for single or
19 limited number of lessons or lectures are not
20 qualified.

21
22 3.5 A maximum of two awards shall be given for
23 material completed within the last two years
24 preceding the award.

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26 3.6 Faculty, REPs and staff may be awarded only
27 once for the same material but may qualify for
28 another material.

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30 4. Value of Award
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32 The award shall be given annually in the amount
33 of P75,000, to be divided equally in the case of a
34 group. The award shall be given during the annual
35 Academic Distinction ceremony
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1 The award shall be drawn from the interest
2 earned from the donation of the Washington SyCip
3 Family Foundation, Inc. to the UP Foundation¹ for the
4 purpose of enhancing liberal education.

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6 5. Requirements

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8 5.1 The nominee must submit a copy of the entry,
9 together with a write-up that addresses the
10 following

- 11 • Why the material was developed and its
12 development process,
- 13 • Pedagogical features of the work,
- 14 • How the material enhances learning,
- 15 • How the material is used in (and outside) the
16 classroom, and
- 17 • For electronic or multi-media materials, a
18 description of software/hardware
19 requirements.
- 20 • For electronic or multi-media materials, a
21 description of software/hardware
22 requirements.
- 23 • For electronic or multi-media materials, a
24 description of software/hardware
25 requirements.

26 5.2 Fact-sheet specifying

- 27 • GE course where material is used; course
28 syllabus; supplementary materials used
29 together with the nominated material; previous
30 material used, if any; and
- 31 • Semester when material was used; number of
32 sections, number of students, and professors
33 who used the material.
- 34 • Semester when material was used; number of
35 sections, number of students, and professors
36 who used the material.

¹ As of 30 September 2004, the fund stood at P12,242,149.24. Of this amount, P9,126,928 were given to the various constituent universities for their Interactive Learning Centers and/or GE courses. The proposed award shall be drawn from the interest of the remaining amount of the donation (P3,115,221.24).

1 5.3 To demonstrate the effectiveness of the material,
2 nominees shall present feedback from students
3 and faculty members using the material and other
4 evidence of the material's impact such as results
5 of special instruments used for evaluation of the
6 material.

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8 6. Criteria

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10 6.1 The material shall be judged primarily on its
11 educational value. Innovation, high quality of
12 content and design, functionality and ease of use
13 all contribute to superior pedagogical value.

14
15 6.2 The material must make instruction better and
16 more effective in terms of meeting course
17 objectives.

18
19 6.3 The material must have significant impact on the
20 learning opportunities, experiences and learning
21 outcomes of users.

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23 7. Selection Process

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25 7.1 Departments shall send their nominations to the
26 Chancellor. At the campus level, the Chancellor
27 shall form a committee to do the following:

- 28
29 • Screen out nominees whose materials are
30 weak or lacking in merit, and
31
32 • Prioritize the rest.

33
34 7.2 The Chancellor shall send the CU recommendations
35 to the VPAA, who shall convene the GE Council (or a
36 subcommittee from among its members) to review
37 the CU recommendations and endorse the recipients
38 of the award to the President. The screening body
39 and the President may require an interview of the
40 nominees and a presentation especially in the case
41 of electronic/multi-media material.
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1 8. Deadline for Nomination

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3 The Chancellor shall forward to the VPAA the list
4 of nominees and necessary documentation by the last
5 working day of November

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8 **Board action: Approval. The Board also**
9 **gave the President the authority to**
10 **approve a better name for the**
11 **award should there be a proposal**
12 **to change it.**

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15 **C. Contract of Lease entered into by and between the**
16 **University of the Philippines and Citibank, N.A.**
17 **(Philippine Branch)**

18
19 Lease: A parcel of land (Lot A-7 of the subdivision plan
20 PSD-37807, being a portion of Lot A, described
21 on plan Psd-37560, G.L.R.O Record No. 2029),
22 situated in the Municipality of Makati, Province of
23 Rizal. Bounded on the N by Lot A-8 of the
24 subdivision plan; on the E., by Street Lot 3 of the
25 subdivision plan, on the S., by Pasay Mckinley
26 Road; and on the W , by Lot No. A-6 of the
27 subdivision plan x x x containing an area of
28 4,488 square meters, more or less. x x x.

29
30 Rentals: The Lessee shall pay to the Lessor monthly
31 rentals in accordance with the Rental Payment
32 Schedule, which further outlines rentals payable
33 from 25 December 2001 to the date of execution
34 of the Contract.

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36 The total amount of rental payments for the
37 entire ten (10) year period of this Contract shall
38 be paid by the Lessee upon the signing of the
39 Contract.

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 2 Effectivity: Ten years, commencing from 25 December
 3 2001 and ending on 24 December 2011
 4

5 Date signed: 19 November 2004
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 8 **Board action: Approval**
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 11 **D. Creation of Executive Assistant item for the U.P. IT**
 12 **Training Center (ITTC) Program, and the abolition of two**
 13 **(2) items of the Office of the Vice President for**
 14 **Development and one (1) item of the U.P. System Budget**
 15 **Office**
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17 The details are as follows.
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Unique Item No.	F R O M			T O			Difference
	Position Title	SG	Annual Salary & Other Benefits	Position Title	SG	Annual Salary & Other Benefits	
BB3-23-1998	Office of the Vice President for Development			Office of the Vice President for Development			
	Bookbinder III	7-1	143,337		Executive Assistant	25-8	
BB3-16-1998	Bookbinder III	7-1	143,337				
SR3-2-1998	UPS Budget Office						
	Sales Rep. III	0-1	169,329				
	Total		456,003			397,524	58,479

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 22 The UP-ITTC which is envisioned to raise the level of
 23 the country's IT skills to global standard, requires the
 24 services of an experienced and highly qualified professional
 25 staff to take care of the administrative aspect of the Center's
 26 operation.
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