

FISCAL MATTERS

A. Proposed Additional Provisions to the “Guidelines for the Grant of Honoraria to Committees” as Approved by the Board of Regents on 25 November 1999

At the meeting of the President’s Advisory Council (PAC) on 20 October 2014, the following were noted / recommended:

- The Committee on Scholarships and Financial Assistance (CSFA), both at the System and CU levels, is considered to be a standing committee, not an ad hoc committee, given the regular nature of its tasks.
- Standing Committee members, as per the existing *Guidelines for the Grant of Honoraria to Committees* approved by the Board of Regents on 25 November 1999 (see document filed at the OSU Records), are entitled to payment of honoraria on a per meeting basis with no more than two meetings per month (except for committees on bids and awards which are allowed as much as four meetings a month).
- With the implementation of the new Socialized Tuition System (ST System) starting AY 2014-2015, and the decentralization in the handling of ST appeals, the CSFA in a CU may need to meet more than twice a month, especially in the early part of the academic year. **The PAC, therefore, recommends that a CU level CSFA be allowed to meet more than twice a month, subject to prior approval by the Chancellor concerned, and its members be entitled to payment of honoraria for such additional meetings.**
- In addition to the foregoing recommendation by the PAC, **it is recommended that the System CSFA be similarly granted such extra meetings subject to the President’s prior approval.**

A copy of the pertinent portion of the minutes of the 1137th BOR meeting held on 25 November 1999 on the Proposed Guidelines for the Grant of Honoraria to Committees is on file at the OSU Records.

Board action: APPROVED

B. Adjustment of Minimum Hourly Rates for Student and Graduate Assistants, Effective for the First Semester Academic Year 2014-2015

- #### B.1 Request for Authority to Delegate to the UP President the setting of rules and regulations governing student and graduate assistantships across the Constituent Universities (CUs)

	<i>Starting rate salary grade (SG) & step equivalent for students in:</i>	<i>From: Php/ hour</i>	<i>To: Php /hour</i>	<i>Percent increase</i>
Student Assistant	SG1 Step 1 Undergraduate Programs	30	60*	100%
Graduate Assistant	SG10 Step 1 Master's Program	50	100**	100%
	SG14 Step 1 PhD / Doctoral Programs	50	140	180%

* Student assistant: The equivalent hourly rate is P51 for SG1 Step 1 = Php9,000 per month. The Metro Manila minimum daily wage as of 30 September 2014 is P466 per day. Equivalent hourly rate = P58.25 per hour. Adjusted/rounded off to the next higher ten peso.

**Graduate assistant, master's level rounded off from P98, the equivalent hourly rate of SG10 Step 1 = Php 17,255 per month. Ph.D./Doctoral level: rounded off from P131 to P140, equivalent hourly rate of SG14, Step1 = Php 23,044 per month.

Board action: APPROVED

C. Request of the Asian Institute of Tourism (AIT), UP Diliman to Allocate Funds from the 20% UGTFI Share of AIT for Student Development, and Increase the Scholarship Benefits of Recipients of AIT Scholarship Grants

At the 1291st Board of Regents meeting held on 30 September 2013, the Board approved the request of AIT to allocate funds for student development, and increase the scholarship benefits of recipients of AIT scholarship grants (e.g. AIT Scholarship) from the 20% UGTFI share of AIT. AIT would like to expand student development services under the UGTFI and include an increase in stipend of students receiving financial assistance under the Socialized Tuition System (ST System).

The main idea behind the request is to augment the discount and subsidies received by AIT students, particularly, but not limited to those classified under Full Discount of the ST System. A maximum monthly stipend of PhP4,000.00 will be given to each beneficiary. Those already receiving financial assistance from other sources (such as other scholarship grants) whose assistance do not amount to PhP4,000.00 monthly may be granted. However, the amount will be limited to the extent that, in total, the financial assistance will be PhP4,000.00.

In this regard, AIT would like to request approval for this proposed expansion of student development services effective 1st Semester, AY 2014-2015.

A copy of the pertinent portion of the minutes of the 1291st BOR meeting held on 30 September 2013 on the Proposed Utilization Plan of the Asian Institute of Tourism, UP Diliman, for the Twenty Percent (20%) Undergraduate Tuition Fee Increment (UGTFI) Share of the Institute, as favorably endorsed by UP Diliman Chancellor Caesar A. Saloma is on file at the OSU.

Board action: APPROVED