

II. MATTERS APPROVED BY THE BOARD (cont'd)

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B. ACADEMIC MATTERS

1. President Concepcion informed the BOR members that Items 4 to 9 of the agenda under Academic Matters were discussed during the BOR Briefing conducted by Vice President Bautista on 24 January 2022. He then moved for the omnibus approval of the same unless there are objections from the Regents.
2. Regent Go moved for the approval of Items 4-9 under Academic Matters. Regent Laurel seconded the motion. There being no objections to the motion duly made and seconded, the following items were approved:

a. Amendments to the General Principles and Guidelines of the UP Diliman Creative/Critical Thesis Grant in the Arts, Culture and Humanities (UPD-CCTGACH)

b. Establishment of the “Drs. Jesse and Libbie De Leon Class ’69 Professorial Chair in Ophthalmology”, at the College of Medicine, UP Manila

c. Endorsement to CHED for funding of the Research Project titled, "Iloilo River Esplanade Eco-Trail and Educational Tourism Learning Hub”, headed by Dr. Resurreccion B. Sadaba of UP Visayas

d. Revised Eligibility Requirements of the BOR-approved International Publication Award

e. Revised Eligibility Requirements of the BOR-approved UP Scientific Productivity System

C. FISCAL MATTERS¹

1. **Reprogramming of UP System Administration’s unexpended balances of prior years’ obligations to fund UP Diliman and UP Los Baños Capital Outlay Projects in the amount of One Hundred Sixty-Five Million One Hundred Thousand Pesos Only (P165,100,000.00)**

1.1 President Concepcion informed the Board that during the BOR Finance Committee Meeting held on 21 January 2022, he was instructed by the members of the BOR Finance Committee to look at the possibility of

¹ In all resolutions involving the disbursement of funds, it is understood that the same must be subject to all existing government accounting and auditing laws, rules and regulations.

Received 6 Jan 2022

Action of the Board of Regents
at its 1367th Meeting on JAN 27 2022
APPROVAL
[Signature]
ROBERTO M.J. LARA
Secretary of the University
President



OICA

Daniilo L. Concepcion

03 December 2021

Prof. FIDEL R. NEMENZO, D.Sc.
Chancellor
University of the Philippines Diliman

ENDORSED:

Dear CHANCELLOR NEMENZO:

Warm greetings!

[Signature]
DANILO L. CONCEPCION
President
JAN 14 2022

On behalf of the Office for Initiatives in Culture and the Arts (OICA) Advisory Board Council, we would like to respectfully request for your approval and endorsement to the Board of Regents (BOR) the proposed amendments of the UP Diliman Creative/Critical Thesis Grant in the Arts, Culture and the Humanities (UPD-CCTGACH) program.

The UPD-CCTGACH program was approved by the BOR on 16 December 2016 and was initially implemented 2nd Semester of AY 2017 to 2018. Upon evaluation of the program after running it for four years, we highly recommend the proposed amendments to cater to more graduating students in the arts and humanities cluster, especially during this trying times of the pandemic. The general principle of the proposed revisions include: (1) change in nomenclature to align with the OVCAA nomenclature; and (2) broadening of the definition of "thesis" to include capstone projects that are required for graduation in an academic program. These recommendations went through extensive consultation with pertinent units and colleges and was approved by the OICA Advisory Council.

Kindly find the attached documents for your perusal:

1. BOR Approval of the UP Diliman Visual Arts and Cultural Studies Scholarship Program (UPD-VACSSP) and UP Diliman Creative/Critical Thesis Grant in the Arts, Culture and the Humanities (UPD-CCTGACH);
2. UPD-CCTGACH Proposed Amendments; and
3. Revised/Amended UPD-CCTGACH Program.

Hoping for your favorable response. Thank you very much for your continuous support!

Sincerely,

For: President Concepcion
ACTION OF THE CHANCELLOR:

Approved Disapproved
 Favorably endorsed Noted

[Signature]
Prof. CECILIA S. DE LA PAZ, PhD
Director

Recommending Approval:

[Signature]
MARIA CYNTHIA ROSE BANZON BAUTISTA
Vice President for Academic Affairs

5 January 2022
Date
[Signature]
FIDEL R. NEMENZO, D.Sc.
Chancellor

UPD Office for Initiatives in Culture and the Arts

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University of the Philippines Diliman
Office for Initiatives in Culture and the Arts
Scholarship and Thesis Grant for Students in the Visual Arts
and Philippine Cultural Studies

Proposal and Guidelines

I. RATIONALE

As the national university, the University of the Philippines Diliman (UPD) plays an invaluable role in shaping the cultural and artistic life of the nation by providing education for the country's future leaders in the arts, humanities and cultural studies. We owe it to the nation to provide support for the most outstanding students in the arts, humanities and cultural studies.

On the 1312th meeting of the UP Board of Regents (BOR), the members of the board have approved two programs beneficial to students in the performing arts: the *Honorific Award for Student Performing Arts Groups of UP Diliman* (HASPAG) and the *UPD Performing Arts Scholarship Program* (PASP).

These programs are now implemented and since then, 7 student performing arts organizations have been conferred the title of the *Official Student Performing Arts Group of UP Diliman* and have been initially awarded a financial subsidy of Php 250,000.00 for the first year. The tenure of the HASPAG award is three years. Also, 51 students have been awarded the *Performing Arts Scholarship* or a tuition waiver, including other fees. The scholarship is renewable every semester.

These programs are expected to enhance the artistic engagements of UPD's student-performers. At the same time, these programs are deemed beneficial for the University and the student performing arts groups, as these eventually would redound to productions of higher caliber and quality.

However, the Office for Initiative in Culture and the Arts (OICA) feels the need to expand the program (at least the scholarship) to other student artists and student-critics, especially from the visual arts, art criticism, and cultural studies. In this regard, OICA is proposing two additional programs to be given to deserving students in the visual arts, art criticism, and cultural studies: 1) a scholarship entitled ***UPD Visual Arts and Cultural Studies Scholarship Program*** (Tuition Waiver for Student Artists in the Visual Arts and/or Arts and Cultural Studies programs) and 2) ***UPD Creative / Critical Thesis Grant in the Arts, Culture and Humanities***.

II. GENERAL PRINCIPLE

A. UPD Student in the Visual Arts

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1. A UPD student in the visual arts is a regular student in UPD enrolled in any visual arts related programs, which include, but are not limited to visual communication, sculpture, painting, theatre arts (i.e. scene, costume and lights design), film, industrial design, architecture (and landscape architecture), clothing technology, and interior design.
2. The visual arts include but are not limited to painting, sculpture, film, multimedia art, industrial art, fashion, theatre design, industrial art, and architecture.
3. As a regular student, he or she is mentored by a faculty-artist in the visual arts.
4. As a visual-artist, he or she is an outstanding creative worker in his discipline.

B. UPD Student in the Arts and Cultural Studies

1. A UPD student in the arts criticism and / or cultural studies is a regular student in UPD enrolled in any program related to the critical study of the arts and culture. These programs include but are not limited to art studies, comparative literature, language studies or linguistics, creative writing, film studies, theatre studies, anthropology, communications and media studies, Philippine cultural studies, and history.
2. As a regular student, he or she is mentored by a faculty-scholar in the fields and disciplines of arts and cultural critiques.

C. The Scholarship

1. The *UPD Visual Arts and Cultural Studies Scholarship Program* is a tuition waiver awarded to a deserving visual arts student or a student in any field of arts criticism and cultural studies.
2. The applicant is enrolled to a minimum of 15 academic units during the time of application and during the semester prior to the application.
3. The applicant has a General Weighted Average (GWA) not lower than 2.00 during the semester prior to application.
4. The applicant shall fill in the application form provided by OICA.
5. The applicant shall submit all required documents and comply with the application guidelines.
6. The OICA Advisory Council shall evaluate all applications and shall forward a list of prospective recipients to be approved by the Chancellor.



Current General Principle	Proposed General Principle	Justification
<p>D. The Thesis Grant</p> <p>1. The <i>UPD Creative / Critical Thesis Grant in the Arts, Culture and Humanities</i> is a competitive research and / or creative work subsidy in form of an outright grant for undergraduate and graduate students in the fields of the visual arts and programs related to the critical study of arts and culture.</p> <p>2. To be eligible of the grant, the applicant has already passed the</p>	<p>D. The Thesis or Capstone Project Grant</p> <p>1. The <i>UPD Creative/Critical Thesis Grant in the Arts, Culture and Humanities</i> is a competitive research /creative work, research project or production subsidy in form of an outright grant for undergraduate, master's and doctoral students in the fields of the visual arts and programs related to the critical study of arts and culture.</p> <p>2. The thesis or capstone project should be done in the final year of the student which is necessary for graduation and it is considered as a culminating activity or output that demonstrates the entire program. It should be presented to a faculty member and panel who will evaluate the quality of the activity according to the learning acquisition of the student.</p> <p>3. To be eligible of the grant, the applicant has already passed the</p>	<p>1. The revised general principle is an expansion of the UPD-CCTGACH program to accommodate not only thesis but also other capstone projects which are also categorized as culminating activities necessary for graduation.</p> <p>2. Nomenclature of degree levels has been changed in accordance with the University General Catalogue.</p>

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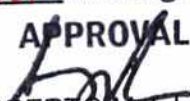
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<p>research methods subject of his or her program (i.e. 199 course number for undergraduate; 299 for graduate and 399 for post-graduate) and a faculty member has agreed to step in as his or her adviser.</p> <p>3. If undergraduate, the applicant must already be on his or her final semester of study or is enrolled in the thesis subject (i.e. 200 course number).</p> <p>4. If graduate or post-graduate, the applicant must already be enrolled in the thesis or dissertation subject (i.e. 300 or 400 course number).</p> <p>5. If undergraduate, the applicant may only be eligible to apply if his or her General Weighted Average (GWA) is not lower than 2.00 during the semester prior to application.</p> <p>6. Eligible applicant shall submit all required</p>	<p>research methods subject of his or her program (i.e. 199 course number for undergraduate/bachelor's; 299 for master's and 399 for doctoral) or capstone prerequisite course and a faculty member has agreed to step in as his or her adviser.</p> <p>4. If undergraduate/bachelor's, the applicant must already be on his or her final semester of study or is enrolled in the thesis subject (i.e. 200 course number) or capstone project course.</p> <p>5. If master's or doctoral, the applicant must already be enrolled in the thesis or dissertation subject (i.e. 300 or 400 course number) or capstone project course.</p> <p>6. If undergraduate/bachelor's, the applicant may only be eligible to apply if his or her General Weighted Average (GWA) is not lower than 2.00 during the semester prior to application.</p> <p>7. Eligible applicant shall submit all</p>	
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documents and comply with the application guidelines.	required documents and comply with the application guidelines.	
7. The OICA Advisory Council shall evaluate all applications and shall forward a list of prospective recipients to the UPD Chancellor for his or her approval.	8. The OICA Advisory Council shall evaluate all applications and shall forward a list of prospective recipients to the UPD Chancellor for his or her approval.	

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2 **III. TYPES OF AWARDS**

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4 **A. UPD Visual Arts and Cultural Studies Scholarship Program** or the Tuition Waiver
5 for Students in the Visual Arts or Arts and Cultural Critiques related programs.
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7 This award is a scholarship in form of a tuition waiver (and other fees) awarded
8 by the UPD Chancellor to deserving students in the visual arts and in programs
9 related to arts and cultural criticisms.

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11 Applicants are evaluated by the OICA Advisory Council upon the
12 recommendation of the applicant's chair and the endorsement of the applicant's
13 dean. The OICA Advisory Council then forwards a list of prospective recipients to
14 the UPD Chancellor for approval.

15 The grant covers only one semester tuition. A recipient may re-apply after a
16 semester.
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Current Types of Awards	Proposed Types of Awards	Justification
<p>B. <i>UPD Creative / Critical Thesis Grant in the Arts, Culture and Humanities</i> or the thesis grant for undergraduate, graduate and postgraduate students in the visual arts and cultural studies.</p> <p>This award is an outright grant amounting to FIFTY THOUSAND PESOS (Php 50,000.00) for undergraduate students, SEVENTY FIVE</p>	<p>B. <i>UPD Creative / Critical Thesis Grant in the Arts, Culture and Humanities</i> or the thesis or capstone project grant for undergraduate/ bachelor's, master's and doctoral students in the visual arts and cultural studies.</p> <p>This award is an outright grant amounting to FIFTYTHOUSAND PESOS (Php 50,000.00) for undergraduate/bachelor's students, SEVENTY FIVE</p>	<p>1. The proposal would benefit not only the students who are working on their theses/ dissertations but also other graduating students with other capstone project requirements.</p>

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THOUSAND PESOS (Php 75,000.00) for graduate students and ONE HUNDRED THOUSAND PESOS (Php 100,000.00) for postgraduate students.

The award is competitive. Applicants are evaluated according to (1) academic merits (i.e. GWA for undergraduate/bachelor's student, research works for master's and postgraduate students), (2) artistic and scholarly merits (i.e. arts credentials of applicants, published works, conference participations, and research projects); (3) merits of the project proposal (or the thesis proposal); (4) recommendations from authorities.

A maximum of only three recipients for each level is awarded annually. The OICA may opt not to award the grant if the Advisory Council deems that no one is deserving of the grant.

Applicants are evaluated by the OICA Advisory Council upon the recommendation of the applicant's chair and the endorsement of the applicant's dean. The OICA Advisory Council then forwards a list of prospective recipients to the UPD Chancellor for approval.

The grant covers only a semester for an undergraduate student and a year for graduate

THOUSAND PESOS (Php 75,000.00) for master's and ONE HUNDRED THOUSAND PESOS (Php 100,000.00) for doctoral students.

The award is competitive. Applicants are evaluated according to: (1) academic merits (i.e. GWA for undergraduate/bachelor's student, research works for master's and doctoral students); (2) artistic and scholarly merits (i.e. arts credentials of applicants, published works, conference participations, and research projects); (3) merits of the postgraduate project proposal (thesis or capstone project proposal); and (4) recommendations from authorities.

A maximum of only three recipients for each level is awarded annually. The OICA may opt not to award the grant if the Advisory Council deems that no one is deserving of the grant.

Applicants are evaluated by the OICA Advisory Council upon the recommendation of the applicant's chair and the endorsement of the applicant's dean. The OICA Advisory Council then forwards a list of prospective recipients to the UPD Chancellor for approval.

The grant covers only a semester for an undergraduate/ bachelor's student and a year for master's and doctoral students.

2. The inclusion of other capstone projects in the UPD-CCTGACH program would make the award more competitive
3. Nomenclature of degree levels has been changed in accordance with the University General Catalogue.
4. In consideration of emergencies and other humanitarian reasons, period of grant coverage may be extended.

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<p>and postgraduate students. A recipient must submit a copy (printed and electronic copy) of the thesis after successfully obtaining the desired degree and must duly recognize OICA as a subsidizing agency.</p>	<p>The grant coverage may be extended to a maximum of one (1) year upon approval of the OICA Advisory Council. A recipient must submit a copy (printed and electronic copy) of the thesis or reviews/report after successfully obtaining the desired degree and must duly recognize OICA as a subsidizing agency.</p>	
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IV. IMPLEMENTING GUIDELINES: *UPD Visual Arts and Cultural Studies Scholarship Program*

A. Nature of the Award

The *UPD Visual Arts and Cultural Studies Scholarship Program* is a tuition waiver awarded by the UPD Chancellor to deserving students in the visual arts and in programs related to arts and cultural critiques.

1. The minimum requirements for an applicant are the following:
 - a. The applicant is currently enrolled in any visual arts related program or any arts and cultural criticism program;
 - b. The applicant has a potential to be an exemplary artist or scholar as proven by a faculty-artist, a community-based artist, an art scholar, a cultural studies scholar, or an established artist in a recommendation letter during the first semester of application;
 - c. The applicant is currently enrolled in at least 15 units of academic courses during the application period; and
 - d. The applicant's GWA is 2.00 or higher during the preceding semester.
2. The scholarship is also an honorific award with the title *UPD Visual Arts and Cultural Studies Scholarship Program*. It is a tuition waiver for the semester following the time of application.
3. The scholarship is good for one semester. It is renewable every semester but only to a maximum of eight semesters. After the eighth semester, the student is no longer eligible for the tuition waiver.

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[Signature]

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- 1 4. The applicant is recommended by the chair and endorsed by the dean of the
2 student to the OICA Advisory Council which serves as the recommending
3 body to the Chancellor.
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5 B. Evaluation Procedure
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- 7 1. UPD OICA shall release a memorandum containing a call for application to
8 the *UPD Visual Arts and Cultural Studies Scholarship Program*.
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10 2. An interested applicant shall fill out an application form, which must be
11 submitted to OICA. In addition to the application form, the applicant must
12 include the following as attachments: (a) cover letter addressed to the UPD
13 Chancellor through the Director of OICA; (b) recommendation letter or
14 testimonial from an artist or an arts and humanities scholar about the
15 applicant's potential in the future; (c) true copy of grades of the semester prior
16 to the semester of the application certified by the College Secretary of the unit
17 where the applicant is enrolled; (d) a portfolio of the applicant's creative
18 works or research works.
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20 3. The UPD Chancellor through the OICA Director shall constitute a steering
21 committee to evaluate the applicants for the scholarship.
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23 4. The steering committee shall submit a list of recommended scholars to the
24 OICA Advisory Council.
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26 5. The OICA Advisory Council shall evaluate the recommended scholars of the
27 steering committee in order to endorse a final list to the UPD Chancellor.
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29 6. The UPD Chancellor shall award the scholarship to deserving students
30 through a conferment ceremony to be organized by OICA each semester.
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32 C. Reapplication of Scholarship
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- 34 1. The scholarship is renewable every semester. The renewal follows the same
35 procedures as a new application except that a recommendation letter is no
36 longer needed for reapplication.
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38 2. For the reapplication, the scholar must have:
39 a. maintained a GWA of 2.25 or better; and
40 b. a progress report as a student in the visual arts and in cultural studies.
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42 3. If a recipient fails to be renewed as a scholar, he may apply again during
43 succeeding semester
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1 4. A recipient is barred from reapplying for two (2) consecutive semesters if he /
2 she:

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4 a. receives a grade of 5.0; and

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6 b. receives a GWA lower than 2.25
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9 V. IMPLEMENTING GUIDELINES: *UPD Creative / Critical Thesis Grant in the Arts,*
10 *Culture and the Humanities*
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Current Nature of Award	Proposed Nature of Award	Justification
<p>A. Nature of the Award</p> <p>The <i>UPD Creative / Critical Thesis Grant in the Arts, Culture and the Humanities</i> is a competitive thesis grant for undergraduate, graduate and postgraduate students of UP Diliman in the following disciplines but not limited to painting, sculpture, visual communication, industrial design, architecture, landscape architecture, heritage studies, theatre studies, art studies, comparative literature, area studies, Philippine studies, anthropology, cultural studies, Asian studies, clothing technology, interior design, tourism and language studies.</p> <p>1. The minimum requirements for application are the following:</p> <p>a. For undergraduate applicant:</p> <p>i. The applicant has passed the required</p>	<p>A. Nature of the Award</p> <p>The <i>UPD Creative / Critical Thesis Grant in the Arts, Culture and the Humanities</i> is a competitive thesis grant for undergraduate/bachelor's, master's and doctoral students of UP Diliman in the following disciplines but not limited to painting, sculpture, visual communication, industrial design, architecture, landscape architecture, heritage studies, theatre studies, art studies, comparative literature, area studies, Philippine studies, anthropology, cultural studies, Asian studies, clothing technology, interior design, tourism and language studies.</p> <p>1. The minimum requirements for application are the following:</p> <p>a. For undergraduate/ bachelor's applicant:</p> <p>i. The applicant has passed the required</p>	<p>1. Nomenclature of degree levels has been changed in accordance with the University General Catalogue.</p> <p>2. The revisions reflect the application requirements for capstone projects.</p> <p>3. Grant tranches has been decreased from 3 to 2 to streamline the process.</p> <p>4. In consideration of emergencies and other humanitarian reasons, period of grant coverage may be extended.</p>

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<p>research course;</p> <p>ii. The applicant has a graduating status</p> <p>iii. A faculty member from the applicant's program has agreed to act as his or her supervisor/adviser;</p> <p>iv. Enrolled in the thesis course of the applicant's program; and</p> <p>v. A General Weighted Average of 2.0.</p> <p>b. For graduate and postgraduate applicant:</p> <p>i. The applicant has passed the required research course;</p> <p>ii. Enrolled in the thesis course of the applicant's program;</p>	<p>research or capstone project pre-requisite course;</p> <p>ii. The applicant has a graduating status;</p> <p>iii. A faculty member from the applicant's program has agreed to act as his or her supervisor/adviser;</p> <p>iv. Enrolled in the thesis course or capstone project equivalent to a thesis of the applicant's program as justified by the Dean; and</p> <p>v. A General Weighted Average of 2.0</p> <p>b. For master's and doctoral applicant:</p> <p>i. The applicant has passed the required research or capstone project pre-requisite course;</p> <p>ii. The applicant has a graduating status;</p> <p>iii. Enrolled in the thesis course or capstone project equivalent to a thesis of the applicant's</p>	
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<p>iii. A faculty member from the applicant's program has agreed to act as his or her supervisor/adviser.</p> <p>2. The thesis grant is a financial subsidy amounting to FIFTY THOUSAND PESOS (Php 50,000.00) for undergraduate students, SEVENTY FIVE THOUSAND PESOS (Php 75,000.00) for graduate students and ONE HUNDRED THOUSAND PESOS (Php 100,000.00) for postgraduate students.</p> <p>3. The monetary subsidy or thesis grant shall be given in three tranches. The first tranche is 70% of the total amount of the grant and shall be provided after the recipient has signed the contract and defended his / her thesis proposal. The second tranche is 20% of the total amount and shall be provided after the recipient has defended his or her thesis. The final tranche of 10% shall be released after the recipient has submitted the final report to OICA.</p>	<p>program as justified by the Dean;</p> <p>iv. A faculty member from the applicant's program has agreed to act as his or her supervisor/ adviser; and</p> <p>v. A General Weighted Average of 2.0.</p> <p>2. The thesis grant is a financial subsidy amounting to FIFTY THOUSAND PESOS (Php 50,000.00) for undergraduate/bachelor's students, SEVENTY FIVE THOUSAND PESOS (Php 75,000.00) for master's students and ONE HUNDRED THOUSAND PESOS (Php 100,000.00) for doctoral students.</p> <p>3. The monetary subsidy or thesis grant shall be given in two tranches. The first tranche is 80% of the total amount of the grant and shall be provided after the recipient has signed the contract. The second tranche is 20% of the total amount and shall be released after the recipient has defended his/her thesis proposal, has submitted a copy of the thesis/capstone project and final report to OICA.</p>	
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<p>4. The grant is envisioned to defray some expenses of the student in conducting research (i.e. fieldwork, purchase of books or other materials relevant to the research) or producing a creative work.</p> <p>5. The award is competitive. Applicants are evaluated according to the following criteria:</p> <p>a. academic merits (i.e. GWA for undergraduate student, research works for graduate and postgraduate students);</p> <p>b. artistic and scholarly merits (i.e. arts credentials of applicants, published works, conference participations, and research projects);</p> <p>c. merits of the project proposal (or the thesis proposal) including the line item budget (LIB);</p> <p>d. recommendation or reference letters from from two authorities in the field of study.</p> <p>6. Applicants are evaluated by the OICA Advisory</p>	<p>4. The grant is envisioned to defray some expenses of the student in conducting research (i.e. fieldwork, purchase of books or other materials relevant to the research) or producing a creative work.</p> <p>5. The award is competitive. Applicants are evaluated according to the following criteria:</p> <p>a. academic merits (i.e. GWA for undergraduate/ bachelor's student, research works for master's and doctoral students);</p> <p>b. artistic and scholarly merits (i.e. arts credentials of applicants, published works, conference participations, and research projects);</p> <p>c. merits of the project proposal (thesis or capstone project proposal) including the line item budget (LIB); and</p> <p>d. recommendation or reference letters from two authorities in the field of study.</p> <p>6. Applicants are evaluated by the OICA Advisory</p>	
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Council upon the recommendation of the applicant's chair and the endorsement of the applicant's dean. The OICA Advisory Council then forwards a list of prospective recipients to the UPD Chancellor for approval.

7. The grant covers only a semester for an undergraduate student and a year for graduate and postgraduate students. A recipient must submit a copy (printed and electronic copy) of the thesis after successfully obtaining the desired degree and must duly recognize OICA as a subsidizing agency.
8. The OICA may opt not to award the grant if the Advisory Council feels no one is deserving of the grant.
9. The tenure of the award for a recipient from an undergraduate program is one semester only (the semester where the applicant is enrolled in the thesis course).

Council upon the recommendation of the applicant's chair and the endorsement of the applicant's dean. The OICA Advisory Council then forwards a list of prospective recipients to the UPD Chancellor for approval.

7. The grant covers only a semester for an undergraduate/bachelor's student and a year for master's and doctoral students. The grant coverage may be extended to a maximum of one (1) year upon approval of the OICA Advisory Council. A recipient must submit a copy (printed and electronic copy) of the thesis or capstone project after successfully obtaining the desired degree and must duly recognize OICA as a subsidizing agency.
8. The OICA may opt not to award the grant if the Advisory Council feels no one is deserving of the grant.
9. The tenure of the award for a recipient from an undergraduate/bachelor's program is one semester only (the semester where the applicant is enrolled in the thesis or capstone project course).

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<p>10. The tenure of the award for a recipient from a graduate or a postgraduate program is 12 months.</p> <p>11. The award is an outright grant similar to the outright grant provided to student performing organizations of the HASPAG program of OICA and to the outright grant of the Office of the Vice Chancellor for Research and Development.</p>	<p>10. The tenure of the award for a recipient from a master's and doctoral program is 12 months.</p> <p>11. The award is an outright grant similar to the outright grant provided to student performing organizations of the HASPAG program of OICA and to the outright grant of the Office of the Vice Chancellor for Research and Development.</p>	
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Current Evaluation Procedure	Proposed Evaluation Procedure	Justification
<p>B. Evaluation Procedure</p> <p>1. UPD OICA shall release a memorandum containing a call for application to the <i>UPD Creative/ Critical Thesis Grant in the Arts, Culture and the Humanities</i>.</p> <p>2. An interested applicant shall fill out an application form, which must be submitted to OICA. The chair of the applicant's department must sign the application form as the recommending authority while the applicant's dean must sign as the endorsing authority.</p> <p>3. In addition to the application form, the applicant must include the following as</p>	<p>C. Evaluation Procedure</p> <p>1. UPD OICA shall release a memorandum containing a call for application to the <i>UPD Creative / Critical Thesis Grant in the Arts, Culture and the Humanities</i>.</p> <p>2. An interested applicant shall fill out an application form, which must be submitted to OICA. The chair of the applicant's department must sign the application form as the recommending authority while the applicant's dean must sign as the endorsing authority.</p> <p>3. In addition to the application form, the applicant must include the following as attachments:</p>	<p>1. Revision included the final requirement for capstone projects.</p>

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<p>attachments:</p> <ol style="list-style-type: none"> a. Cover letter addressed to the UPD Chancellor through the Director of OICA; b. Recommendation letter or testimonial from an artist or an arts and humanities scholar about the applicant's potential in the future; c. True copy of grades of the semester prior to the semester of the application certified by the College Secretary of the unit where the applicant is enrolled; and d. A portfolio of the applicant's creative works or research works. <ol style="list-style-type: none"> 4. The OICA Advisory Council shall evaluate the candidates for recommendation to the UPD Chancellor. 5. The UPD Chancellor shall award the grants to deserving students through a conferment ceremony to be organized by OICA each semester. 6. Successful applicant shall be notified via email and via a printed letter signed by the director of OICA. 7. The recipient of the award shall sign a contract of agreement with the UPD 	<ol style="list-style-type: none"> a. Cover letter addressed to the UPD Chancellor through the Director of OICA; b. Recommendation letter or testimonial from an artist or an arts and humanities scholar about the applicant's potential in the future; c. True copy of grades of the semester prior to the semester of the application certified by the College Secretary of the unit where the applicant is enrolled; and d. A portfolio of the applicant's creative works or research works. <ol style="list-style-type: none"> 4. The OICA Advisory Council shall evaluate the candidates for recommendation to the UPD Chancellor. 5. The UPD Chancellor shall award the grants to deserving students through a conferment ceremony to be organized by OICA each semester. 6. Successful applicant shall be notified via email and via a printed letter signed by the director of OICA. 7. The recipient of the award shall sign a contract of agreement with the UPD 	
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<p>Chancellor representing the University.</p> <p>8. The recipient must acknowledge the Office of the Chancellor through the Office for Initiatives in Culture and the Arts for the financial subsidy of the research or thesis in the acknowledge section of the project.</p> <p>9. If the work is exhibited (or performed for scene designers), the Office of the Chancellor and the Office for Initiatives in Culture and the Arts must be acknowledged as funding institutions of the project.</p> <p>10. In case the thesis is published elsewhere as a monograph or a chapter is published in a journal or as a chapter in an anthology, the Office of the Chancellor and the Office for Initiatives in Culture and the Arts must be acknowledged as funding institutions of the research.</p> <p>11. At the end of the tenure, the recipient has to submit the following as the components of the final report:</p> <p>a. Cover letter (Submission letter);</p> <p>b. A printed and bound copy of the thesis;</p>	<p>Chancellor representing the University.</p> <p>8. The recipient must acknowledge the Office of the Chancellor through the Office for Initiatives in Culture and the Arts for the financial subsidy of the research or thesis in the acknowledge section of the project.</p> <p>9. If the work is exhibited (or performed for scene designers), the Office of the Chancellor and the Office for Initiatives in Culture and the Arts must be acknowledged as funding institutions of the project.</p> <p>10. In case the thesis is published elsewhere as a monograph or a chapter is published in a journal or as a chapter in an anthology, the Office of the Chancellor and the Office for Initiatives in Culture and the Arts must be acknowledged as funding institutions of the research.</p> <p>11. At the end of the tenure, the recipient has to submit the following as the components of the final report:</p> <p>a. Cover letter (Submission letter);</p> <p>b. A printed and bound copy of the thesis or reviews/report or a minimum written part for capstone project to codify</p>	
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<p>c. Digital copy of the thesis; and</p> <p>d. Funds Utilization Report (FUR).</p>	<p>the process;</p> <p>c. Digital copy of the thesis or capstone project; and</p> <p>d. A Fund Utilization Report (FUR).</p>	
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VI. OTHER INFORMATION

A. Awarding of the Scholarship

1. *UPD Visual Arts and Cultural Studies Scholarship Program*

- a. The UPD Chancellor signs a certificate of scholarship which shall be given to the recipients during an awarding ceremony.
- b. The award is in the form of a tuition waiver that takes effect during the semester succeeding the time of application.

B. Administration of the Award

- 1. OICA is the UPD unit that administers the awarding of the honorific title and the scholarship grant. Its advisory council is the final recommending body prior to the approval of the Chancellor.
- 2. The scholarship program and the thesis grant shall be the primary duty of an Administrative Officer (Administrative Officer II or AO II, SG-11). The aforementioned AO II shall serve as the overall coordinator of the abovementioned programs.
- 3. The responsibilities of the abovementioned AO II shall be as follows:
 - a. maintenance of a communication system and dissemination tool for the announcement of call for applications for both programs;
 - b. dissemination of information about the application for the honorific award;
 - c. collection of application requirements for the award;
 - d. conveyance of information to the Office of the Chancellor about the application period and status;

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[Signature]

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- 1
2 e. validation of application requirements;
3
4 f. processing of application materials
5
6 g. processing of budget and vouchers awarded to recipient organizations
7 and scholars;
8
9 h. announcement of the results of the application process; and
10
11 i. coordination with the Office of the University Registrar for the
12 administration of the tuition fee waiver of the successful applicants
13
14

15 VII. DATE OF IMPLEMENTATION

16
17 The proposal shall be implemented as soon as it is approved by the Board of Regents.
18
19

20 VIII. APPROVAL FROM OICA ADVISORY COUNCIL MEMBERS

21
22 The proposal was finalized and approved by OICA Advisory Council members
23 during their advisory meeting held on 7 November 2016 at the Conference Room of
24 the University Theater.
25

26 The OICA Advisory Council members present at the meeting are the following:
27

28 Dr. Sir Anril P. Tiatco, *Officer-in-Charge – OICA*
29 Dr. Amihan Bonifacio-Ramolete, *Dean – College of Arts and Letters*
30 Prof. Leonardo C. Rosete, *Dean – College of Fine Arts*
31 Dr. Aurorita T. Roldan, *Dean – College of Home Economics*
32 Dr. Miguela M. Mena, *Dean – Asian Institute of Tourism*
33 Prof. Ronualdo U. Dizer, *Dean – College of Human Kinetics*
34 Dr. Elena E. Pernia, *Dean – College of Mass Communication*
35 Prof. Josefina F. Estrella, *Director – UP Theatre Complex*
36 Prof. Dolores Madrid represented Prof. Mary Ann A. Espina, *Dean – College of*
37 *Architecture*
38 Dr. Jose S. Buenconsejo, *Dean of the College of Music* and Dr. Grace Aguilin-
39 Dalisay, *Dean of the College of Social Sciences and Philosophy* were absent during
40 the meeting.
41
42

43 IX. AMENDMENTS MADE BY THE OICA ADVISORY COUNCIL MEMBERS

44
45 The Scholarship and Thesis Grant for Students in the Visual Arts and Philippine
46 Cultural Studies programs approved by the Board of Regents at its 1323rd Meeting on



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16 December 2016 were amendment by OICA Advisory Council members during their advisory online meeting on 22 September 2021

- Dr. Cecilia S. De La Paz, *Director – OICA*
- Dr. Jimmuel Naval, *Dean – College of Arts and Letters*
- Prof. Mitzi Aguilar-Reyes, *Dean – College of Fine Arts*
- Dr. Shirley Guevarra, *Dean – College of Home Economics*
- Dr. Susan Lagmay-Solis, *Dean – Asian Institute of Tourism*
- Prof. Francisco Diaz, *Dean – College of Human Kinetics*
- Dr. Armind V. Santiago, *Dean – College of Mass Communication*
- Prof. Josefina F. Estrella, *Director – UP Theatre Complex*
- Dr. Verne C. Dela Pena, *Dean of the College of Music*
- Dr. Maria Bernadette I. Abrera, *Dean of the College of Social Sciences and Philosophy*
- Dr. Grace C. Ramos, *Dean – College of Architecture*
- Dr. Henelito Sevilla, Jr., *Dean – Asian Center*

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University of the Philippines Diliman
Office for Initiatives in Culture and the Arts
Scholarship and Thesis Grant for Students in the Visual Arts
and Philippine Cultural Studies

Proposal and Guidelines

I. RATIONALE

As the national university, the University of the Philippines Diliman (UPD) plays an invaluable role in shaping the cultural and artistic life of the nation by providing education for the country's future leaders in the arts, humanities and cultural studies. We owe it to the nation to provide support for the most outstanding students in the arts, humanities and cultural studies.

On the 1312th meeting of the UP Board of Regents (BOR), the members of the board have approved two programs beneficial to students in the performing arts: the *Honorific Award for Student Performing Arts Groups of UP Diliman* (HASPAG) and the *UPD Performing Arts Scholarship Program* (PASP).

These programs are now implemented and since then, 7 student performing arts organizations have been conferred the title of the *Official Student Performing Arts Group of UP Diliman* and have been initially awarded a financial subsidy of Php 250,000.00 for the first year. The tenure of the HASPAG award is three years. Also, 51 students have been awarded the *Performing Arts Scholarship* or a tuition waiver, including other fees. The scholarship is renewable every semester.

These programs are expected to enhance the artistic engagements of UPD's student-performers. At the same time, these programs are deemed beneficial for the University and the student performing arts groups, as these eventually would redound to productions of higher caliber and quality.

However, the Office for Initiative in Culture and the Arts (OICA) feels the need to expand the program (at least the scholarship) to other student artists and student-critics, especially from the visual arts, art criticism, and cultural studies. In this regard, OICA is proposing two additional programs to be given to deserving students in the visual arts, art criticism, and cultural studies: 1) a scholarship entitled *UPD Visual Arts and Cultural Studies Scholarship Program* (Tuition Waiver for Student Artists in the Visual Arts and/or Arts and Cultural Studies programs) and 2) *UPD Creative / Critical Thesis Grant in the Arts, Culture and Humanities*.

II. GENERAL PRINCIPLE

A. UPD Student in the Visual Arts



1. A UPD student in the visual arts is a regular student in UPD enrolled in any visual arts related programs, which include, but are not limited to visual communication, sculpture, painting, theatre arts (i.e. scene, costume and lights design), film, industrial design, architecture (and landscape architecture), clothing technology, and interior design.
2. The visual arts include but are not limited to painting, sculpture, film, multimedia art, industrial art, fashion, theatre design, industrial art, and architecture.
3. As a regular student, he or she is mentored by a faculty-artist in the visual arts.
4. As a visual-artist, he or she is an outstanding creative worker in his discipline.

B. UPD Student in the Arts and Cultural Studies

1. A UPD student in the arts criticism and / or cultural studies is a regular student in UPD enrolled in any program related to the critical study of the arts and culture. These programs include but are not limited to art studies, comparative literature, language studies or linguistics, creative writing, film studies, theatre studies, anthropology, communications and media studies, Philippine cultural studies, and history.
2. As a regular student, he or she is mentored by a faculty-scholar in the fields and disciplines of arts and cultural critiques.

C. The Scholarship

1. The *UPD Visual Arts and Cultural Studies Scholarship Program* is a tuition waiver awarded to a deserving visual arts student or a student in any field of arts criticism and cultural studies.
2. The applicant is enrolled to a minimum of 15 academic units during the time of application and during the semester prior to the application.
3. The applicant has a General Weighted Average (GWA) not lower than 2.00 during the semester prior to application.
4. The applicant shall fill in the application form provided by OICA.
5. The applicant shall submit all required documents and comply with the application guidelines.
6. The OICA Advisory Council shall evaluate all applications and shall forward a list of prospective recipients to be approved by the Chancellor.



1 D. The Thesis or Capstone Project Grant
2

- 3 1. The *UPD Creative/Critical Thesis Grant in the Arts, Culture and Humanities*
4 is a competitive research /creative work, research project or production
5 subsidy in form of an outright grant for undergraduate, master's and doctoral
6 students in the fields of the visual arts and programs related to the critical
7 study of arts and culture.
8
- 9 2. The thesis or capstone project should be done in the final year of the student
10 which is necessary for graduation and it is considered as a culminating activity
11 or output that demonstrates the entire program. It should be presented to a
12 faculty member and panel who will evaluate the quality of the activity
13 according to the learning acquisition of the student.
14
- 15 3. To be eligible of the grant, the applicant has already passed the research
16 methods subject of his or her program (i.e. 199 course number for
17 undergraduate/bachelor's; 299 for master's and 399 for doctoral) or capstone
18 pre-requisite course and a faculty member has agreed to step in as his or her
19 adviser.
20
- 21 4. If undergraduate/bachelor's, the applicant must already be on his or her final
22 semester of study or is enrolled in the thesis subject (i.e. 200 course number)
23 or capstone project course.
24
- 25 5. If master's or doctoral, the applicant must already be enrolled in the thesis or
26 dissertation subject (i.e. 300 or 400 course number) or capstone project
27 course.
28
- 29 6. If undergraduate/bachelor's, the applicant may only be eligible to apply if his
30 or her General Weighted Average (GWA) is not lower than 2.00 during the
31 semester prior to application.
32
- 33 7. Eligible applicant shall submit all required documents and comply with the
34 application guidelines.
35
- 36 8. The OICA Advisory Council shall evaluate all applications and shall forward
37 a list of prospective recipients to the UPD Chancellor for his or her approval.
38

39
40 III. TYPES OF AWARDS
41

- 42 A. *UPD Visual Arts and Cultural Studies Scholarship Program* or the Tuition Waiver
43 for Students in the Visual Arts or Arts and Cultural Critiques related programs.
44



1 This award is a scholarship in form of a tuition waiver (and other fees) awarded
2 by the UPD Chancellor to deserving students in the visual arts and in programs
3 related to arts and cultural criticisms.

4 Applicants are evaluated by the OICA Advisory Council upon the
5 recommendation of the applicant's chair and the endorsement of the applicant's
6 dean. The OICA Advisory Council then forwards a list of prospective recipients to
7 the UPD Chancellor for approval.
8

9 The grant covers only one semester tuition. A recipient may re-apply after a
10 semester.
11

- 12 B. *UPD Creative/Critical Thesis Grant in the Arts, Culture and Humanities* or the thesis
13 or capstone project grant for undergraduate/bachelor's, master's and doctoral students
14 in the visual arts and cultural studies.
15

16 This award is an outright grant amounting to FIFTY THOUSAND PESOS (Php
17 50,000.00) for undergraduate/bachelor's students, SEVENTY FIVE THOUSAND
18 PESOS (Php 75,000.00) for master's and ONE HUNDRED THOUSAND PESOS
19 (Php 100,000.00) for doctoral students.
20

21 The award is competitive. Applicants are evaluated according to: (1) academic
22 merits (i.e. GWA for undergraduate/bachelor's student, research works for
23 master's and doctoral students), (2) artistic and scholarly merits (i.e. arts
24 credentials of applicants, published works, conference participations, and research
25 projects); (3) merits of the project proposal (the thesis or capstone project
26 proposal); (4) recommendations from authorities.
27

28 A maximum of only three recipients for each level is awarded annually. The
29 OICA may opt not to award the grant if the Advisory Council deems that no one
30 is deserving of the grant.
31

32 Applicants are evaluated by the OICA Advisory Council upon the
33 recommendation of the applicant's chair and the endorsement of the applicant's
34 dean. The OICA Advisory Council then forwards a list of prospective recipients to
35 the UPD Chancellor for approval.
36

37 The grant covers only a semester for an undergraduate/bachelor's student and a
38 year for master's and doctoral students. The grant coverage may be extended to a
39 maximum of one (1) year upon approval of the OICA Advisory Council. A
40 recipient must submit a copy (printed and electronic copy) of the thesis or
41 reviews/report after successfully obtaining the desired degree and must duly
42 recognize OICA as a subsidizing agency.
43
44

45 IV. IMPLEMENTING GUIDELINES: *UPD Visual Arts and Cultural Studies Scholarship*
46 *Program*



1 A. Nature of the Award

2
3 The *UPD Visual Arts and Cultural Studies Scholarship Program* is a tuition
4 waiver awarded by the UPD Chancellor to deserving students in the visual arts
5 and in programs related to arts and cultural critiques.
6

7 1. The minimum requirements for an applicant are the following:

- 8
9 a. The applicant is currently enrolled in any visual arts related program
10 or any arts and cultural criticism program;
11
12 b. The applicant has a potential to be an exemplary artist or scholar as
13 proven by a faculty-artist, a community-based artist, an art scholar, a
14 cultural studies scholar, or an established artist in a recommendation
15 letter during the first semester of application;
16
17 c. The applicant is currently enrolled in at least 15 units of academic
18 courses during the application period; and
19
20 d. The applicant's GWA is 2.00 or higher during the preceding semester.
21

22 2. The scholarship is also an honorific award with the title *UPD Visual Arts and*
23 *Cultural Studies Scholarship Program*. It is a tuition waiver for the semester
24 following the time of application.
25

26 3. The scholarship is good for one semester. It is renewable every semester but
27 only to a maximum of eight semesters. After the eighth semester, the student
28 is no longer eligible for the tuition waiver.
29

30 4. The applicant is recommended by the chair and endorsed by the dean of the
31 student to the OICA Advisory Council which serves as the recommending
32 body to the Chancellor.
33

34 B. Evaluation Procedure

35
36 1. UPD OICA shall release a memorandum containing a call for application to
37 the *UPD Visual Arts and Cultural Studies Scholarship Program*.
38

39 2. An interested applicant shall fill out an application form, which must be
40 submitted to OICA. In addition to the application form, the applicant must
41 include the following as attachments: (a) cover letter addressed to the UPD
42 Chancellor through the Director of OICA; (b) recommendation letter or
43 testimonial from an artist or an arts and humanities scholar about the
44 applicant's potential in the future; (c) true copy of grades of the semester prior
45 to the semester of the application certified by the College Secretary of the unit



1 where the applicant is enrolled; (d) a portfolio of the applicant's creative
2 works or research works.

- 3
- 4 3. The UPD Chancellor through the OICA Director shall constitute a steering
5 committee to evaluate the applicants for the scholarship.
- 6
- 7 4. The steering committee shall submit a list of recommended scholars to the
8 OICA Advisory Council.
- 9
- 10 5. The OICA Advisory Council shall evaluate the recommended scholars of the
11 steering committee in order to endorse a final list to the UPD Chancellor.
- 12
- 13 6. The UPD Chancellor shall award the scholarship to deserving students
14 through a conferment ceremony to be organized by OICA each semester.
- 15

16 C. Reapplication of Scholarship

- 17
- 18 1. The scholarship is renewable every semester. The renewal follows the same
19 procedures as a new application except that a recommendation letter is no
20 longer needed for reapplication.
- 21
- 22 2. For the reapplication, the scholar must have:
- 23
- 24 a. maintained a GWA of 2.25 or better; and
- 25
- 26 b. a progress report as a student in the visual arts and in cultural studies.
- 27
- 28 3. If a recipient fails to be renewed as a scholar, he may apply again during
29 succeeding semester
- 30
- 31 4. A recipient is barred from reapplying for two (2) consecutive semesters if he /
32 she:
- 33
- 34 a. receives a grade of 5.0; and
- 35
- 36 b. receives a GWA lower than 2.25
- 37
- 38

39 V. IMPLEMENTING GUIDELINES: *UPD Creative/Critical Thesis Grant in the Arts,*
40 *Culture and the Humanities*

41 A. Nature of the Award

42

43

44 The *UPD Creative/Critical Thesis Grant in the Arts, Culture and the Humanities*
45 is a competitive thesis grant for undergraduate/bachelor's, master's and doctoral
46 students of UP Diliman in the following disciplines but not limited to painting,



1 sculpture, visual communication, industrial design, architecture, landscape
2 architecture, heritage studies, theatre studies, art studies, comparative literature,
3 area studies, Philippine studies, anthropology, cultural studies, Asian studies,
4 clothing technology, interior design, tourism and language studies.
5

6 1. The minimum requirements for application are the following:
7

8 a. For undergraduate/bachelor's applicant:
9

- 10 i. The applicant has passed the required research or capstone
11 project pre-requisite course;
12
13 ii. The applicant has a graduating status;
14
15 iii. A faculty member from the applicant's program has agreed
16 to act as his or her supervisor/adviser;
17
18 iv. Enrolled in the thesis course or capstone project equivalent
19 to a thesis of the applicant's program as justified by the
20 Dean; and
21
22 v. A General Weighted Average of 2.0
23

24 b. For master's and doctoral applicant:
25

- 26 i. The applicant has passed the required research or capstone
27 project pre-requisite course;
28
29 ii. The applicant has a graduating status;
30
31 iii. Enrolled in the thesis course or capstone project equivalent
32 to a thesis of the applicant's program as justified by the
33 Dean;
34
35 iv. A faculty member from the applicant's program has agreed
36 to act as his or her supervisor/adviser; and
37
38 v. A General Weighted Average of 2.0
39

40 2. The thesis grant is a financial subsidy amounting to FIFTY THOUSAND
41 PESOS (Php 50,000.00) for undergraduate/bachelor's students, SEVENTY
42 FIVE THOUSAND PESOS (Php 75,000.00) for master's students and ONE
43 HUNDRED THOUSAND PESOS (Php 100,000.00) for doctoral students.
44

45 3. The monetary subsidy or thesis grant shall be given in two tranches. The first
46 tranche is 80% of the total amount of the grant and shall be provided after the



1 recipient has signed the contract. The second tranche is 20% of the total
2 amount and shall be released after the recipient has defended his/her thesis
3 proposal, has submitted a copy of the thesis/capstone project and final report
4 to OICA.
5

- 6 4. The grant is envisioned to defray some expenses of the student in conducting
7 research (i.e. fieldwork, purchase of books or other materials relevant to the
8 research) or producing a creative work.
9
- 10 5. The award is competitive. Applicants are evaluated according to the following
11 criteria:
12
- 13 a. academic merits (i.e. GWA for undergraduate/bachelor's student,
14 research works for master's and doctoral students);
 - 15
 - 16 b. artistic and scholarly merits (i.e. arts credentials of applicants,
17 published works, conference participations, and research projects);
 - 18
 - 19 c. merits of the project proposal (thesis or capstone project proposal)
20 including the line item budget (LIB); and
 - 21
 - 22 d. recommendation or reference letters from two authorities in the field
23 of study.
24
- 25 6. Applicants are evaluated by the OICA Advisory Council upon the
26 recommendation of the applicant's chair and the endorsement of the
27 applicant's dean. The OICA Advisory Council then forwards a list of
28 prospective recipients to the UPD Chancellor for approval.
29
- 30 7. The grant covers only a semester for an undergraduate/bachelor's student and
31 a year for master's and doctoral students. The grant coverage may be extended
32 to a maximum of one (1) year upon approval of the OICA Advisory Council.
33 A recipient must submit a copy (printed and electronic copy) of the thesis or
34 capstone project after successfully obtaining the desired degree and must duly
35 recognize OICA as a subsidizing agency.
36
- 37 8. The OICA may opt not to award the grant if the Advisory Council feels no
38 one is deserving of the grant.
39
- 40 9. The tenure of the award for a recipient from an undergraduate/bachelor's
41 program is one semester only (the semester where the applicant is enrolled in
42 the thesis or capstone project course).
43
- 44 10. The tenure of the award for a recipient from a master's and doctoral program
45 is 12 months.
46

**Action of the Board of Regents
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ROBERT M. LLARA
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and of the Board of Regents

1 11. The award is an outright grant similar to the outright grant provided to student
2 performing organizations of the HASPAG program of OICA and to the
3 outright grant of the Office of the Vice Chancellor for Research and
4 Development.
5

6 B. Evaluation Procedure
7

- 8 1. UPD OICA shall release a memorandum containing a call for application to
9 the *UPD Creative/Critical Thesis Grant in the Arts, Culture and the*
10 *Humanities*
11
12 2. An interested applicant shall fill out an application form, which must be
13 submitted to OICA. The chair of the applicant's department must sign the
14 application form as the recommending authority while the applicant's dean
15 must sign as the endorsing authority.
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18 attachments:
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21 OICA;
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23 b. Recommendation letter or testimonial from an artist or an arts and
24 humanities scholar about the applicant's potential in the future;
25
26 c. True copy of grades of the semester prior to the semester of the
27 application certified by the College Secretary of the unit where the
28 applicant is enrolled; and
29
30 d. A portfolio of the applicant's creative works or research works.
31
32 4. The OICA Advisory Council shall evaluate the candidates for
33 recommendation to the UPD Chancellor.
34
35 5. The UPD Chancellor shall award the grants to deserving students through a
36 conferment ceremony to be organized by OICA each semester.
37
38 6. Successful applicant shall be notified via email and via a printed letter signed
39 by the director of OICA.
40
41 7. The recipient of the award shall sign a contract of agreement with the UPD
42 Chancellor representing the University.
43
44 8. The recipient must acknowledge the Office of the Chancellor through the
45 Office for Initiatives in Culture and the Arts for the financial subsidy of the
46 research or thesis in the acknowledge section of the project

Action of the Board of Regents
at its 1367th Meeting on JAN 27 2022
APPROVAL

ROBERTO M. J. LARA
Secretary of the University
and of the Board of Regents

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9. If the work is exhibited (or performed for scene designers), the Office of the Chancellor and the Office for Initiatives in Culture and the Arts must be acknowledged as funding institutions of the project.
 10. In case the thesis is published elsewhere as a monograph or a chapter is published in a journal or as a chapter in an anthology, the Office of the Chancellor and the Office for Initiatives in Culture and the Arts must be acknowledged as funding institutions of the research.
 11. At the end of the tenure, the recipient has to submit the following as the components of the final report:
 - a. Cover letter (Submission letter);
 - b. A printed and bound copy of the thesis or reviews/report or a minimum written part for capstone project to codify what happened;
 - c. Digital copy of the thesis or capstone project; and
 - d. A Fund Utilization Report (FUR)

23
24

VI. OTHER INFORMATION

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26

A. Awarding of the Scholarship

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1. *UPD Visual Arts and Cultural Studies Scholarship Program*

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34
- a. The UPD Chancellor signs a certificate of scholarship which shall be given to the recipients during an awarding ceremony.
 - b. The award is in the form of a tuition waiver that takes effect during the semester succeeding the time of application.

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B. Administration of the Award

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1. OICA is the UPD unit that administers the awarding of the honorific title and the scholarship grant. Its advisory council is the final recommending body prior to the approval of the Chancellor.
 2. The scholarship program and the thesis grant shall be the primary duty of an Administrative Officer (Administrative Officer II or AO II, SG-11). The aforementioned AO II shall serve as the overall coordinator of the abovementioned programs.
 3. The responsibilities of the abovementioned AO II shall be as follows:



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25
- a. maintenance of a communication system and dissemination tool for the announcement of call for applications for both programs;
 - b. dissemination of information about the application for the honorific award;
 - c. collection of application requirements for the award;
 - d. conveyance of information to the Office of the Chancellor about the application period and status;
 - e. validation of application requirements;
 - f. processing of application materials
 - g. processing of budget and vouchers awarded to recipient organizations and scholars;
 - h. announcement of the results of the application process.; and
 - i. coordination with the Office of the University Registrar for the administration of the tuition fee waiver of the successful applicants.

26 VII. DATE OF IMPLEMENTATION

27
28 The proposal shall be implemented as soon as it is approved by the Board of Regents.
29
30

31 VIII. APPROVAL FROM OICA ADVISORY COUNCIL MEMBERS

32
33 The proposal was finalized and approved by OICA Advisory Council members
34 during their advisory meeting held on 7 November 2016 at the Conference Room of
35 the University Theater.
36

37 The OICA Advisory Council members present at the meeting are the following:
38

39 Dr. Sir Anril P. Tiatco, *Officer-in-Charge – OICA*
40 Dr. Amihan Bonifacio-Ramolete, *Dean – College of Arts and Letters*
41 Prof. Leonardo C. Rosete, *Dean – College of Fine Arts*
42 Dr. Aurorita T. Roldan, *Dean – College of Home Economics*
43 Dr. Miguela M. Mena, *Dean – Asian Institute of Tourism*
44 Prof. Ronualdo U. Dizer, *Dean – College of Human Kinetics*
45 Dr. Elena E. Pernia, *Dean – College of Mass Communication*
46 Prof. Josefina F. Estrella, *Director – UP Theatre Complex*



1
2 Prof. Dolores Madrid represented Prof. Mary Ann A. Espina, *Dean – College of*
3 *Architecture*

4 Dr. Jose S. Buenconsejo, *Dean of the College of Music* and Dr. Grace Aguilin-
5 Dalisay, *Dean of the College of Social Sciences and Philosophy* were absent during
6 the meeting.
7

8
9 IX. AMENDMENTS MADE BY THE OICA ADVISORY COUNCIL MEMBERS

10
11 The Scholarship and Thesis Grant for Students in the Visual Arts and Philippine
12 Cultural Studies programs approved by the Board of Regents at its 1323rd Meeting on
13 16 December 2016 were amendment by OICA Advisory Council members during
14 their advisory online meeting on 22 September 2021
15

16 Dr. Cecilia S. De La Paz, *Director – OICA*

17 Dr. Jimmuel Naval, *Dean – College of Arts and Letters*

18 Prof. Mitzi Aguilar-Reyes, *Dean – College of Fine Arts*

19 Dr. Shirley Guevarra, *Dean – College of Home Economics*

20 Dr. Susan Lagmay-Solis, *Dean – Asian Institute of Tourism*

21 Prof. Francisco Diaz, *Dean – College of Human Kinetics*

22 Dr. Arminda V. Santiago, *Dean – College of Mass Communication*

23 Prof. Josefina F. Estrella, *Director – UP Theatre Complex*

24 Dr. Verne C. Dela Pena, *Dean of the College of Music*

25 Dr. Maria Bernadette I. Abrera, *Dean of the College of Social Sciences and*
26 *Philosophy*

27 Dr. Grace C. Ramos, *Dean – College of Architecture*

28 Dr. Henelito Sevilla, Jr., *Dean – Asian Center*



RECEIVED

OFFICE OF THE CHANCELLOR

University of the Philippines Diliman

Date: DEC 19 2016 Time: _____

By: _____ Date: 21 November 2016

Office of the Secretary of the University
Administrative Section

RECEIVED BY: _____

LA

Date: 07 DEC 2016

Prof. Michael Lim TAN, DVM, PhD.: 7953

Chancellor
University of the Philippines Diliman
Quezon City

RECEIVED OICA

OFFICE OF THE CHANCELLOR

University of the Philippines Diliman

Date: NOV 25 2016 Time: _____

By: _____

Dear Chancellor Tan:

As the national university, the University of the Philippines Diliman (UPD) plays an invaluable role in shaping the cultural and artistic life of the nation by providing education for the country's future leaders in the arts, humanities and cultural studies. We owe it to the nation to provide support for the most outstanding students in the arts, humanities and cultural studies.

On the 1312th meeting of the UP Board of Regents (BOR), the members of the board have approved two programs beneficial to students in the performing arts: the *Honorific Award for Student Performing Arts Groups of UP Diliman (HASPAG)* and the *UPD Performing Arts Scholarship Program (PASP)*. Launched in the first quarter of 2016, these programs have already enhanced the artistic engagements of UPD's student-performers. At the same time, these programs have been deemed beneficial for the University and the student performing arts groups, as these eventually would redound to productions of higher caliber and quality.

However, the Office for Initiative in Culture and the Arts (OICA) feels the need to expand the program (at least the scholarship) to other student artists and student-critics, especially from the visual arts and cultural studies. In this regard, I would like to submit a proposal of two additional programs to be given to deserving students in the visual arts, art criticism, and cultural studies: 1) a scholarship entitled *UPD Visual Arts and Cultural Studies Scholarship Program* (Tuition Waiver for Student Artists in the Visual Arts and/or Arts and Cultural Studies programs) and 2) *UPD Creative / Critical Thesis Grant in the Arts, Culture and Humanities*.

After months of exchanges and debates among members of the Advisory Council, the proposal was finalized and approved during the council meeting on 7 November 2016. I have attached the proposal for your perusal and for your endorsement to the Board of Regents.

Thank you very much for always supporting the needs of UP Diliman artists and cultural workers.

Sincerely,

Assoc. Prof. Sir Anril P. TIATCO, PhD
Officer-in-Charge

*Recommendation
Approval
forwarded to
Pres. Pascual*

Information on the Board of Regents at its 1323rd Meeting on 16 DEC 2016
APPROVAL
LILIAN A. DE LAS ELASAS
Secretary of the University and of the Board of Regents

ENDORSED:
ALFREDO E. PASCUAL
President

UPD Office for Initiatives in Culture and the Arts
3/F University Theater, UP Diliman, QC Telefax No. 981-8500 loc. 2659 e-mail: upd.oica@gmail.com

11/25/16
MICHAEL L. TAN, PhD
Chancellor

RECEIVED
12/6-05
Office of the Vice-President for Academic Affairs
University of the Philippines
12/1/16
VF

19-108-2
OFFICE OF THE PRESIDENT
UNIVERSITY OF THE PHILIPPINES
DATE 29 NOV 2016

RECEIVED
19-108-2
OFFICE OF THE PRESIDENT
UNIVERSITY OF THE PHILIPPINES
DATE 05 DEC 2016

16 DEC 2016

6 DEC 2016

1 University of the Philippines Diliman
2 Office for Initiatives in Culture and the Arts
3 Scholarship and Thesis Grant for Students in the Visual Arts
4 and Philippine Cultural Studies

5
6 Proposal and Guidelines
7

8 I. RATIONALE
9

10 As the national university, the University of the Philippines Diliman (UPD) plays an
11 invaluable role in shaping the cultural and artistic life of the nation by providing
12 education for the country's future leaders in the arts, humanities and cultural studies. We
13 owe it to the nation to provide support for the most outstanding students in the arts,
14 humanities and cultural studies.
15

16 On the 1312th meeting of the UP Board of Regents (BOR), the members of the board
17 have approved two programs beneficial to students in the performing arts: the *Honorific*
18 *Award for Student Performing Arts Groups of UP Diliman* (HASPAG) and the *UPD*
19 *Performing Arts Scholarship Program* (PASP).
20

21 These programs are now implemented and since then, 7 student performing arts
22 organizations have been conferred the title of the *Official Student Performing Arts Group*
23 *of UP Diliman* and have been initially awarded a financial subsidy of Php 250,000.00 for
24 the first year. The tenure of the HASPAG award is three years. Also, 51 students have
25 been awarded the *Performing Arts Scholarship* or a tuition waiver, including other fees.
26 The scholarship is renewable every semester.
27

28 These programs are expected to enhance the artistic engagements of UPD's student-
29 performers. At the same time, these programs are deemed beneficial for the University
30 and the student performing arts groups, as these eventually would redound to productions
31 of higher caliber and quality.
32

33 However, the Office for Initiative in Culture and the Arts (OICA) feels the need to
34 expand the program (at least the scholarship) to other student artists and student-critics,
35 especially from the visual arts, art criticism, and cultural studies. In this regard, OICA is
36 proposing two additional programs to be given to deserving students in the visual arts, art
37 criticism, and cultural studies: 1) a scholarship entitled *UPD Visual Arts and Cultural*
38 *Studies Scholarship Program* (Tuition Waiver for Student Artists in the Visual Arts
39 and/or Arts and Cultural Studies programs) and 2) *UPD Creative / Critical Thesis Grant*
40 *in the Arts, Culture and Humanities*.
41

42 II. GENERAL PRINCIPLE
43

44 A. UPD Student in the Visual Arts
45



- 1 1. A UPD student in the visual arts is a regular student in UPD enrolled in any
2 visual arts related programs, which include, but are not limited to visual
3 communication, sculpture, painting, theatre arts (i.e. scene, costume and lights
4 design), film, industrial design, architecture (and landscape architecture),
5 clothing technology, and interior design.
6
- 7 2. The visual arts include but are not limited to painting, sculpture, film,
8 multimedia art, industrial art, fashion, theatre design, industrial art, and
9 architecture.
- 10
- 11 3. As a regular student, he or she is mentored by a faculty-artist in the visual arts.
- 12
- 13 4. As a visual-artist, he or she is an outstanding creative worker in his discipline.
- 14

15 B. UPD Student in the Arts and Cultural Studies

- 16
- 17 1. A UPD student in the arts criticism and / or cultural studies is a regular
18 student in UPD enrolled in any program related to the critical study of the arts
19 and culture. These programs include but are not limited to art studies,
20 comparative literature, language studies or linguistics, creative writing, film
21 studies, theatre studies, anthropology, communications and media studies,
22 Philippine cultural studies, and history.
23
- 24 2. As a regular student, he or she is mentored by a faculty-scholar in the fields
25 and disciplines of arts and cultural critiques.
- 26

27 C. The Scholarship

- 28
- 29 1. The *UPD Visual Arts and Cultural Studies Scholarship Program* is a tuition
30 waiver awarded to a deserving visual arts student or a student in any field of
31 arts criticism and cultural studies.
32
- 33 2. The applicant is enrolled to a minimum of 15 academic units during the time
34 of application and during the semester prior to the application.
35
- 36 3. The applicant has a General Weighted Average (GWA) not lower than 2.00
37 during the semester prior to application.
38
- 39 4. The applicant shall fill in the application form provided by OICA.
40
- 41 5. The applicant shall submit all required documents and comply with the
42 application guidelines.
43
- 44 6. The OICA Advisory Council shall evaluate all applications and shall forward
45 a list of prospective recipients to be approved by the Chancellor.
46

1 D. The Thesis Grant
2

- 3 1. The *UPD Creative / Critical Thesis Grant in the Arts, Culture and Humanities*
4 is a competitive research and / or creative work subsidy in form of an outright
5 grant for undergraduate and graduate students in the fields of the visual arts
6 and programs related to the critical study of arts and culture.
7
- 8 2. To be eligible of the grant, the applicant has already passed the research
9 methods subject of his or her program (i.e. 199 course number for
10 undergraduate; 299 for graduate and 399 for post-graduate) and a faculty
11 member has agreed to step in as his or her adviser.
12
- 13 3. If undergraduate, the applicant must already be on his or her final semester of
14 study or is enrolled in the thesis subject (i.e. 200 course number).
15
- 16 4. If graduate or post-graduate, the applicant must already be enrolled in the
17 thesis or dissertation subject (i.e. 300 or 400 course number).
18
- 19 5. If undergraduate, the applicant may only be eligible to apply if his or her
20 General Weighted Average (GWA) is not lower than 2.00 during the semester
21 prior to application.
22
- 23 6. Eligible applicant shall submit all required documents and comply with the
24 application guidelines.
25
- 26 7. The OICA Advisory Council shall evaluate all applications and shall forward
27 a list of prospective recipients to the UPD Chancellor for his or her approval.
28

29 III. TYPES OF AWARDS
30

- 31 A. *UPD Visual Arts and Cultural Studies Scholarship Program* or the Tuition Waiver
32 for Students in the Visual Arts or Arts and Cultural Critiques related programs.
33

34 This award is a scholarship in form of a tuition waiver (and other fees) awarded
35 by the UPD Chancellor to deserving students in the visual arts and in programs
36 related to arts and cultural criticisms.
37

38 Applicants are evaluated by the OICA Advisory Council upon the
39 recommendation of the applicant's chair and the endorsement of the applicant's
40 dean. The OICA Advisory Council then forwards a list of prospective recipients to
41 the UPD Chancellor for approval.
42

43 The grant covers only one semester tuition. A recipient may re-apply after a
44 semester.
45

1 B. *UPD Creative / Critical Thesis Grant in the Arts, Culture and Humanities* or the
2 thesis grant for undergraduate, graduate and postgraduate students in the visual arts
3 and cultural studies.
4

5 This award is an outright grant amounting to FIFTY THOUSAND PESOS (Php
6 50,000.00) for undergraduate students, SEVENTY FIVE THOUSAND PESOS
7 (Php 75,000.00) for graduate students and ONE HUNDRED THOUSAND
8 PESOS (Php 100,000.00) for postgraduate students.
9

10 The award is competitive. Applicants are evaluated according to (1) academic
11 merits (i.e. GWA for undergraduate student, research works works for graduate
12 and postgraduate students), (2) artistic and scholarly merits (i.e. arts credentials of
13 applicants, published works, conference participations, and research projects); (3)
14 merits of the project proposal (or the thesis proposal); (4) recommendations from
15 authorities.
16

17 A maximum of only three recipients for each level is awarded annually. The
18 OICA may opt not to award the grant if the Advisory Council deems that no one
19 is deserving of the grant.
20

21 Applicants are evaluated by the OICA Advisory Council upon the
22 recommendation of the applicant's chair and the endorsement of the applicant's
23 dean. The OICA Advisory Council then forwards a list of prospective recipients to
24 the UPD Chancellor for approval.
25

26 The grant covers only a semester for an undergraduate student and a year for
27 graduate and postgraduate students. A recipient must submit a copy (printed and
28 electronic copy) of the thesis after successfully obtaining the desired degree and
29 must duly recognize OICA as a subsidizing agency.
30

31 IV. IMPLEMENTING GUIDELINES: *UPD Visual Arts and Cultural Studies Scholarship* 32 *Program* 33

34 A. Nature of the Award 35

36 The *UPD Visual Arts and Cultural Studies Scholarship Program* is a tuition
37 waiver awarded by the UPD Chancellor to deserving students in the visual arts
38 and in programs related to arts and cultural critiques.
39

40 1. The minimum requirements for an applicant are the following:
41

- 42 a. The applicant is currently enrolled in any visual arts related program
43 or any arts and cultural criticism program;
44
- 45 b. The applicant has a potential to be an exemplary artist or scholar as
46 proven by a faculty-artist, a community-based artist, an art scholar, a

1 cultural studies scholar, or an established artist in a recommendation
2 letter during the first semester of application;

3
4 c. The applicant is currently enrolled in at least 15 units of academic
5 courses during the application period; and

6
7 d. The applicant's GWA is 2.00 or higher during the preceding semester.

8
9 2. The scholarship is also an honorific award with the title *UPD Visual Arts and*
10 *Cultural Studies Scholarship Program*. It is a tuition waiver for the semester
11 following the time of application.

12
13 3. The scholarship is good for one semester. It is renewable every semester but
14 only to a maximum of eight semesters. After the eighth semester, the student
15 is no longer eligible for the tuition waiver.

16
17 4. The applicant is recommended by the chair and endorsed by the dean of the
18 student to the OICA Advisory Council which serves as the recommending
19 body to the Chancellor.

20
21 B. Evaluation Procedure

22
23 1. UPD OICA shall release a memorandum containing a call for application to
24 the *UPD Visual Arts and Cultural Studies Scholarship Program*.

25
26 2. An interested applicant shall fill out an application form, which must be
27 submitted to OICA. In addition to the application form, the applicant must
28 include the following as attachments: (a) cover letter addressed to the UPD
29 Chancellor through the Director of OICA; (b) recommendation letter or
30 testimonial from an artist or an arts and humanities scholar about the
31 applicant's potential in the future; (c) true copy of grades of the semester prior
32 to the semester of the application certified by the College Secretary of the unit
33 where the applicant is enrolled; (d) a portfolio of the applicant's creative
34 works or research works.

35
36 3. The UPD Chancellor through the OICA Director shall constitute a steering
37 committee to evaluate the applicants for the scholarship.

38
39 4. The steering committee shall submit a list of recommended scholars to the
40 OICA Advisory Council.

41
42 5. The OICA Advisory Council shall evaluate the recommended scholars of the
43 steering committee in order to endorse a final list to the UPD Chancellor.

44
45 6. The UPD Chancellor shall award the scholarship to deserving students
46 through a conferment ceremony to be organized by OICA each semester.

1
2 C. Reapplication of Scholarship
3

- 4 1. The scholarship is renewable every semester. The renewal follows the same
5 procedures as a new application except that a recommendation letter is no
6 longer needed for reapplication.
7
8 2. For the reapplication, the scholar must have:
9
10 a. maintained a GWA of 2.25 or better; and
11
12 b. a progress report as a student in the visual arts and in cultural studies.
13
14 3. If a recipient fails to be renewed as a scholar, he may apply again during
15 succeeding semester
16
17 4. A recipient is barred from reapplying for two (2) consecutive semesters if he /
18 she:
19
20 a. receives a grade of 5.0; and
21
22 b. receives a GWA lower than 2.25
23
24

25 V. IMPLEMENTING GUIDELINES: *UPD Creative / Critical Thesis Grant in the Arts,*
26 *Culture and the Humanities*
27

28 A. Nature of the Award
29

30 The *UPD Creative / Critical Thesis Grant in the Arts, Culture and the Humanities*
31 is a competitive thesis grant for undergraduate, graduate and postgraduate students
32 of UP Diliman in the following disciplines but not limited to painting, sculpture,
33 visual communication, industrial design, architecture, landscape architecture,
34 heritage studies, theatre studies, art studies, comparative literature, area studies,
35 Philippine studies, anthropology, cultural studies, Asian studies, clothing
36 technology, interior design, tourism and language studies.
37

- 38 1. The minimum requirements for application are the following:
39
40 a. For undergraduate applicant:
41
42 i. The applicant has passed the required research course;
43
44 ii. The applicant has a graduating status
45

- 1 iii. A faculty member from the applicant's program has agreed
- 2 to act as his or her supervisor / adviser;
- 3
- 4 iv. Enrolled in the thesis course of the applicant's program;
- 5 and
- 6
- 7 v. A General Weighted Average of 2.0.
- 8

9 b. For graduate and postgraduate applicant:

- 10 i. The applicant has passed the required research course;
- 11
- 12 ii. Enrolled in the thesis course of the applicant's program;
- 13
- 14
- 15 iii. A faculty member from the applicant's program has agreed
- 16 to act as his or her supervisor / adviser.
- 17

- 18 2. The thesis grant is a financial subsidy amounting to FIFTY THOUSAND
- 19 PESOS (Php 50,000.00) for undergraduate students, SEVENTY FIVE
- 20 THOUSAND PESOS (Php 75,000.00) for graduate students and ONE
- 21 HUNDRED THOUSAND PESOS (Php 100,000.00) for postgraduate
- 22 students.
- 23
- 24 3. The monetary subsidy or thesis grant shall be given in three tranches. The first
- 25 tranche is 70% of the total amount of the grant and shall be provided after the
- 26 recipient has signed the contract and defended his / her thesis proposal. The
- 27 second tranche is 20% of the total amount and shall be provided after the
- 28 recipient has defended his or her thesis. The final tranche of 10% shall be
- 29 released after the recipient has submitted the final report to OICA.
- 30
- 31 4. The grant is envisioned to defray some expenses of the student in conducting
- 32 research (i.e. fieldwork, purchase of books or other materials relevant to the
- 33 research) or producing a creative work.
- 34
- 35 5. The award is competitive. Applicants are evaluated according to the following
- 36 criteria:
- 37
- 38 a. academic merits (i.e. GWA for undergraduate student, research works
- 39 for graduate and postgraduate students);
- 40
- 41 b. artistic and scholarly merits (i.e. arts credentials of applicants,
- 42 published works, conference participations, and research projects)
- 43
- 44 c. merits of the project proposal (or the thesis proposal) including the line
- 45 item budget (LIB)
- 46

1 d. recommendation or reference letters from two authorities in the field
2 of study.

- 3
- 4 6. Applicants are evaluated by the OICA Advisory Council upon the
5 recommendation of the applicant's chair and the endorsement of the
6 applicant's dean. The OICA Advisory Council then forwards a list of
7 prospective recipients to the UPD Chancellor for approval.
- 8
- 9 7. The grant covers only a semester for an undergraduate student and a year for
10 graduate and postgraduate students. A recipient must submit a copy (printed
11 and electronic copy) of the thesis after successfully obtaining the desired
12 degree and must duly recognize OICA as a subsidizing agency.
- 13
- 14 8. The OICA may opt not to award the grant if the Advisory Council feels no
15 one is deserving of the grant.
- 16
- 17 9. The tenure of the award for a recipient from an undergraduate program is one
18 semester only (the semester where the applicant is enrolled in the thesis
19 course).
- 20
- 21 10. The tenure of the award for a recipient from a graduate or a postgraduate
22 program is 12 months.
- 23
- 24 11. The award is an outright grant similar to the outright grant provided to student
25 performing organizations of the HASPAG program of OICA and to the
26 outright grant of the Office of the Vice Chancellor for Research and
27 Development.

28

29 B. Evaluation Procedure

30

- 31 1. UPD OICA shall release a memorandum containing a call for application to
32 the *UPD Creative / Critical Thesis Grant in the Arts, Culture and the*
33 *Humanities*
- 34
- 35 2. An interested applicant shall fill out an application form, which must be
36 submitted to OICA. The chair of the applicant's department must sign the
37 application form as the recommending authority while the applicant's dean
38 must sign as the endorsing authority.
- 39
- 40 3. In addition to the application form, the applicant must include the following as
41 attachments:
- 42
- 43 a. Cover letter addressed to the UPD Chancellor through the Director of
44 OICA;
- 45

- b. Recommendation letter or testimonial from an artist or an arts and humanities scholar about the applicant's potential in the future;
 - c. True copy of grades of the semester prior to the semester of the application certified by the College Secretary of the unit where the applicant is enrolled; and
 - d. A portfolio of the applicant's creative works or research works.
 4. The OICA Advisory Council shall evaluate the candidates for recommendation to the UPD Chancellor.
 5. The UPD Chancellor shall award the grants to deserving students through a conferment ceremony to be organized by OICA each semester.
 6. Successful applicant shall be notified via email and via a printed letter signed by the director of OICA.
 7. The recipient of the award shall sign a contract of agreement with the UPD Chancellor representing the University.
 8. The recipient must acknowledge the Office of the Chancellor through the Office for Initiatives in Culture and the Arts for the financial subsidy of the research or thesis in the acknowledge section of the project.
 9. If the work is exhibited (or performed for scene designers), the Office of the Chancellor and the Office for Initiatives in Culture and the Arts must be acknowledged as funding institutions of the project.
 10. In case the thesis is published elsewhere as a monograph or a chapter is published in a journal or as a chapter in an anthology, the Office of the Chancellor and the Office for Initiatives in Culture and the Arts must be acknowledged as funding institutions of the research.
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 - a. Cover letter (Submission letter);
 - b. A printed and bound copy of the thesis;
 - c. Digital copy of the thesis; and
 - d. A Funds Utilization Report (FUR).

VI. OTHER INFORMATION

1
2 A. Awarding of the Scholarship
3

4 1. *UPD Visual Arts and Cultural Studies Scholarship Program*
5

- 6 a. The UPD Chancellor signs a certificate of scholarship which shall be
7 given to the recipients during an awarding ceremony.
8
9 b. The award is in the form of a tuition waiver that takes effect during the
10 semester succeeding the time of application.
11

12 B. Administration of the Award
13

- 14 1. OICA is the UPD unit that administers the awarding of the honorific title and
15 the scholarship grant. Its advisory council is the final recommending body
16 prior to the approval of the Chancellor.
17
18 2. The scholarship program and the thesis grant shall be the primary duty of an
19 Administrative Officer (Administrative Officer II or AO II, SG-11). The
20 aforementioned AO II shall serve as the overall coordinator of the
21 abovementioned programs.
22
23 3. The responsibilities of the abovementioned AO II shall be as follows:
24
25 a. maintenance of a communication system and dissemination tool for
26 the announcement of call for applications for both programs;
27
28 b. dissemination of information about the application for the honorific
29 award;
30
31 c. collection of application requirements for the award;
32
33 d. conveyance of information to the Office of the Chancellor about the
34 application period and status;
35
36 e. validation of application requirements;
37
38 f. processing of application materials
39
40 g. processing of budget and vouchers awarded to recipient organizations
41 and scholars;
42
43 h. announcement of the results of the application process; and
44
45 i. coordination with the Office of the University Registrar for the
46 administration of the tuition fee waiver of the successful applicants

1
2 VII. DATE OF IMPLEMENTATION
3

4 The proposal shall be implemented as soon as it is approved by the Board of Regents.
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9 during their advisory meeting held on 7 November 2016 at the Conference Room of
10 the University Theater.
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12 The OICA Advisory Council members present at the meeting are the following:
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14 Dr. Sir Anril P. Tiatco, *Officer-in-Charge – OICA*
15 Dr. Amihan Bonifacio-Ramolete, *Dean – College of Arts and Letters*
16 Prof. Leonarde C. Rosete, *Dean – College of Fine Arts*
17 Dr. Aurora T. Roldan, *Dean – College of Home Economics*
18 Dr. Migueia M. Mena, *Dean – Asian Institute of Tourism*
19 Prof. Romualdo U. Dizer, *Dean – College of Human Kinetics*
20 Dr. Elena E. Pernia, *Dean – College of Mass Communication*
21 Prof. Josefina F. Estrella, *Director – UP Theatre Complex*
22

23 Prof. Dolores Madrid represented Prof. Mary Ann A. Espira, *Dean – College of*
24 *Architecture*
25

26 Dr. Jose S. Buenconsejo, *Dean of the College of Music* and Dr. Grace Aguilin-
27 Dalisay, *Dean of the College of Social Sciences and Philosophy* were absent during
28 the meeting.

