

**OVPAA Report Form 16.0**  
 End of Term Report (Feb 2011-Feb 2017)  
 OVPAA In-house Programs

1. Office: <b>Office of the Vice President for Academic Affairs</b>				
2. Program: <b>UP Research Guidebook</b>				
3. Official(s) involved/Designation/Period: Gisela P. Concepcion, Ph.D., VPAA Carla B. Dimalanta, Ph.D., AVPAA (Research)				
4. Staff involved: Alice Ross Morta				
5. Program Development Associate(s):				
Period	Name/s	Designation (Rank)	Affiliation	
1 June – 30 November 2014	Maria Mangahas	Associate Professor	Dept. of Anthropology/CSSP, UP Diliman	
6. Special Committee(s): Pool of writers				
Period	Name/s	Designation (Rank)	Affiliation	
	Percival F. Almoro	Professor	National Institute of Physics, UP Diliman	
	Maria Cecilia G. Conaco	Assistant Professor	Marine Science Institute, UP Diliman	
	Clarissa C. David	Professor	College of Mass Communication	
	Maria Corazon A. De Ungria	University Researcher V/Scientist II	Natural Sciences Research Institute, UP Diliman	
	Elmer S. Estacio	Professor	National Institute of Physics, UP Diliman	
	Elsie C. Jimenez	Professor Emeritus	Dept. of Physical Sciences, UP Baguio	
	Joyce A. Ibana	Associate Professor	Institute of Biology, UP Diliman	
	Jose Florencio F. Lapena	Professor	Dept. of Otorhinolaryngology, PGH, UP Manila	

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	Renato B. Manaloto	Assistant Professor	Dept. of Philosophy, UP Diliman
	Imee Su-Martinez	Associate Professor	Institute of Chemistry, UP Diliman
	Francis N. C. Paraan	Associate Professor	National Institute of Physics, UP Diliman
	Rhodora V. Azanza	Professor Emeritus	Marine Science Institute, UP Diliman
	Ricardo P. Babaran	Professor	College of Fisheries, UP Los Banos
	Erniel B. Barrios	Professor	School of Statistics, UP Diliman
	Jose S. Buenconsejo	Associate Professor/Dean	College of Music, UP Diliman
	Rosalie A. Hall Professor	Professor	Division of Social Sciences, UP Visayas
	Alfredo Mahar Francisco A. Lagmay	Professor	National Institute of Geological Sciences
	Alfred F. Pawlik	Associate Professor/Scientist II	Archaeological Studies Program, UP Diliman
	Helen T. Yap	Professor	Marine Science Institute

7. Office Location:  
CIDS, Bahay ng Alumni Basement  
Quezon Hall

8. Period Covered by this Report:  
2012 to 2016

9. Brief background, History (antecedents), ~200 words

In April 2012, the writing of a research manual was started with the following goals: a) elucidate the UP Strategic Plan (2011-2017), b) compile information about available research programs and grants, and c) provide guidelines for high-quality research, ethics and intellectual property.

In March 2013, a small volunteer group was tasked to develop materials for the manual and coordinate with potential contributors and editors. The specialized chapters that were initially identified included research climate in UP, benchmarks and strategic plans, scientific method, mentoring, ethics, intellectual

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property, procurement and K to 12. Subsequently, it was deemed critical to include personal essays from researchers coming from the different disciplines. In May 2013, the expanded committee was formed with the main task of producing the research manual with a one-year timeline.

To achieve coherence of the specialized chapters and the essays, the contributors were asked to consider using templates in structuring their paper. In the specialized chapters, scholars describe the evolution of research in UP, the factors that explain UP's current status, the initiatives UP has taken to address deficiencies in its research culture and will present, and critically comment on, further initiatives. In the personal essays, distinguished scholars describe their research briefly, then classify the factors that contributed to, or hindered, their success and propose initiatives that they consider will most successfully move UP toward excellence in research.

The staggered arrival of the paper submissions and the other engagements of committee members in part caused delays in the project. In September 2015, the editorial team was reconstituted to work on the final draft. In January 2016, a version 1 was released online.

10. About this program: max 200 words

- a. Concept and Rationale: Mission-Vision/Mandate of the Office and how this Program contributes to fulfilling the Mandate of the Office
- b. BOR-approvals, if any (attach copy from UP Gazette as Annex): BOR meeting and date
- c. Link in the OVPAA website

- Not applicable -

11. Funding: UP System Allocation, Trust Fund, Savings, Other Sources, etc.

Amount: (Period)

Unit Amount per Fellow:

Batches/Cycles, Total:

BOR-approvals, if any: BOR meeting and date

- Not applicable -

12. Guidelines/Criteria:

Annex or Link

- Not applicable -

13. Forms: Application, Evaluation/Assessment, Monitoring, Accomplishment Reports

Annex or Link

- Not applicable -

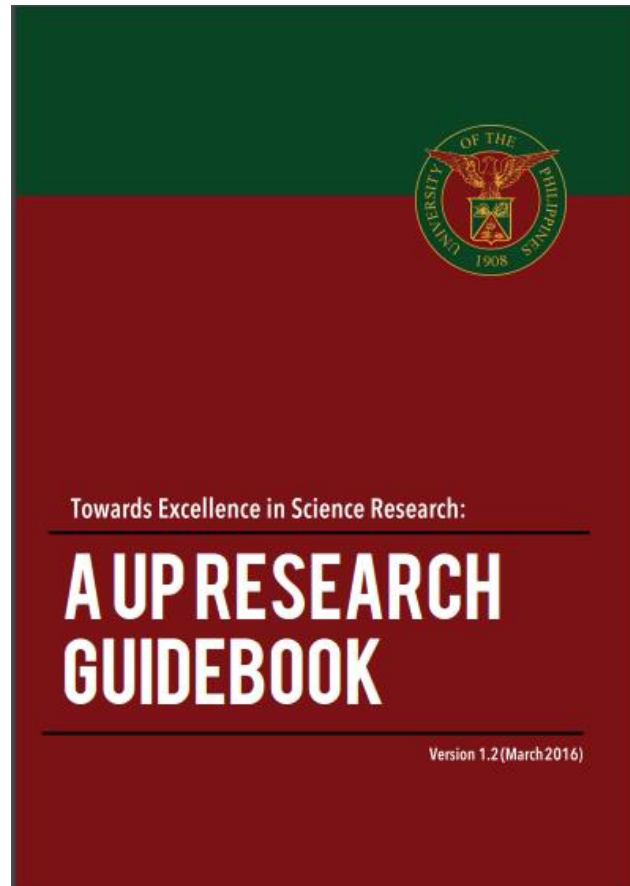
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<p>14. Accomplishments 1: Inputs/Uptakes: By Batch/Date/Cycle/CU Applications: #s Approvals: #s Annex or Link (sortable Excel files; see Sample)</p> <p>- Not applicable -</p>
<p>15. Accomplishments 2: Progress/Outputs: List of Approvals per CU, per Discipline/Key Results Area (KRA) Annex or Link (sortable Excel files; see Sample)</p> <p>- Not applicable -</p>
<p>16. Evaluation/Monitoring Feedback</p> <p>- Not applicable -</p>
<p>17. Flowchart (Swimlane format): Indicate in a flowchart the step by step process of the program (example: from the receipt of application to the award of grant)</p> <p>- Not applicable -</p>
<p>18. Charts, if any: Use bar graphs for trends and pie charts for distribution.</p> <p>- Not applicable -</p>
<p>19. Events hosted, relating to the Program:</p> <p>- Not applicable -</p>
<p>20. OVPAA Web link: <a href="http://ovpaa.up.edu.ph/wp-content/uploads/2016/03/UP-Research-Guidebook-Version-1_2_22032016.pdf">http://ovpaa.up.edu.ph/wp-content/uploads/2016/03/UP-Research-Guidebook-Version-1_2_22032016.pdf</a></p>
<p>21. Pictures with Captions: ~5 high-resolution images Annex 1</p>
<p>22. Pending Matters, Recommendations and Future Directions, Acknowledgements:</p> <p>- Not applicable -</p>
<p>23. Prepared by: Name: Percival F. Almoró, Ph.D. Designation: Professor, National Institute of Physics Date: 3 February 2017</p>

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Annex 1



Cover of the last version