

Implementing Guidelines of the UP Social Sciences and Philosophy Productivity System (SSPPS)

(approved in the 1376th BOR meeting on 25 November 2022; 1397th BOR meeting on 27 February 2025)

The Social Sciences and Philosophy Productivity System (SSPPS), approved in the 1376th BOR meeting on 25 November 2022 and with approved revised guidelines in the 1397th BOR meeting on 27 February 2025, aims to address the imbalance in the recognition of scholarly achievements in the social sciences and philosophy. The SSPPS is anchored on the UP's desire to create a more inclusive perspective of recognition for its scholar's unique contributions in social development and nation building. At its heart, the SSPPS takes into consideration every social scientist and philosopher's ability to imbue the finest traditions of research and public service with deep sense of commitment to the nation through their various engagements to uplift the human condition.

The titles Social Scientist I or Scholar I, Social Scientist II or Scholar II, and Social Scientist III or Scholar III shall be awarded to the most deserving candidates whose works have created a significant impact in, and for, our society in the best traditions of their fields of study. Depending on disciplinary inclination, the applicant who is chosen to receive the SSPPS Award may opt for either title (Scholar title for recipients in the fields of Law and Social Scientist title for recipients in the fields of Social Sciences).

GENERAL PRINCIPLES

1. The conferment of the title UP Social Scientist or UP Scholar shall be based on qualifications and merit.
2. "Social Sciences and Philosophy Productivity" is assessed holistically, recognizing the need to apply knowledge and knowledge production towards nation-building and the improvement of life towards justice, peace, and inclusive and sustainable development shared by the Filipino people and the global community.
3. Social Sciences and Philosophy Productivity shall be measured based on the following general criteria:
 - a. Research and Publications
 - b. Leadership in Public Service
 - c. Professional Leadership
4. The **Merit Rating System** shall take into consideration the following:
 - a. Distinguished contributions to nation-building through social engagements, research and publications, and leadership in public service that promote sustainable and inclusive development;
 - b. Recognized leadership in cooperative and collaborative work among scholars, and notable initiatives to create dialogue among different sectors of the society; and
 - c. High regard among scholars of one's discipline at the national and/or international level, and good standing and reputation among relevant communities and stakeholders.

GENERAL GUIDELINES

1. Nature of Appointment

- a. Productive UP social scientists and philosophers shall be conferred the title *UP Social Scientist* or *Scholar* depending on three levels of productivity:
Social Scientist I/Scholar I
Social Scientist II/ Scholar II
Social Scientist III/Scholar III
- b. Conferment of the title *UP Social Scientist/Scholar* shall be temporary **for a period of three years**. This additional recognition to be given by UP shall come in the form of a title with monetary award as follows:

RANK	AWARD per annum
Social Scientist I/Scholar I	PhP150,000.00
Social Scientist I/Scholar II	PhP200,000.00
Social Scientist I/Scholar III	PhP250,000.00

- c. Regular faculty, research faculty, and REPS in active service who meet the qualifications may be considered for the title *UP Social Scientist/Scholar*. The award is conferred for a three-year period, renewable for another three-year period, subject to submission of application and updated accomplishments and supporting documents. Renewal does not necessarily mean retention of one's previous rank.

2. Admission to the System

- a. Regular, full-time faculty, and research faculty and researchers (REPS) in **active service** are eligible for admission into the System to the extent that they meet the minimum requirements indicated in the Merit Rating System, and subject to the availability of funds. "Active service" in this case means actual direct service to the University, which shall also include special detail.
 - UP Faculty, research faculty and researchers (REPS) who are seconded to other agencies or institutions at the time of application shall not be eligible to apply for admission or renewal to the SSPPS.
 - Scientists appointed under the UP Scientific Productivity System and DOST Scientific Career System shall not be eligible to apply for admission or renewal to the SSPPS. Likewise, appointed UP Social Scientists/Scholars are not allowed to apply for admission to the SPS or SCS.
- b. Nominees must have at the minimum a PhD degree or a Juris Doctors with MS/MA degree or its equivalent in their academic field for which the applicant is being conferred the Social Scientist/Scholar Rank. Exemptions may be granted to REPS and faculty in meritorious cases.

- c. The following shall be the criteria for evaluation:
 - Research and Publications
 - Leadership in Public Service
 - Professional Leadership
- d. The reckoning period for admission is the last 5 years prior to the year of application.

3. Evaluation Procedure

- a. Recommendations for appointment shall begin at the unit level (department/institute/center and/or college). The department/institute/center APC shall evaluate the application for endorsement to the Dean/Director.
- b. The Dean/Director shall form a Social Sciences and Philosophy Productivity Committee (SSPPC) consisting of at least three (3) members from within or outside the unit, with doctorate degrees in fields covered by the SSPPS, preferably Professor 12 in rank, and with track record in research and publications, and public service. The Dean/Director shall endorse the committee's recommendations to the Chancellor through the Office of the Vice Chancellor for Research and Development/Extension and equivalent office (OVCRD/E). Further, the SSPPC can decide to recommend one higher rank than that based on the point system. It shall provide a corresponding justification for its action.
- c. A counterpart SSPPC at the Constituent University (CU) level shall be constituted by the Chancellor with the Vice Chancellor for Research and Development (VCRD) as Chair. This committee shall review the units' (colleges/institutes/centers) recommendations and ensure compliance with requirements and strict implementation of the criteria and the Merit Rating System. The VCRD shall endorse the CU's SSPPC recommendations to the Chancellor for consideration and endorsement to the President through the Office of the Vice President for Academic Affairs (OVPA). In cases that the unit refuses/rejects the application of a faculty member, the faculty member may appeal directly to the System Committee.
- d. A counterpart SSPPC at the UP System level shall be constituted by the President with the Vice President for Academic Affairs (VPAA) as Chair. This committee shall review the CU's recommendations. It is also tasked to:
 - i. Finalize the definition and requirements of each criterion per the approved BOR proposal of the SSPPS;
 - ii. Finalize the SSPPS guidelines including but not limited to eligibility requirements, the establishment of the unit, and the CU-level SSPPS Committee;
 - iii. Evaluate the SSPPS applications endorsed by the SSPPC-CU level and submit a list of recommended UP Social Scientists/Scholars to the UP President for approval of the Board of Regents;

- iv. Evaluate and address appeals and requests for re-evaluation or clarifications related to the outcome of the applications for SSPPS.
 - v. Further, the Committee is requested to review the requirements and evaluation procedures and to propose revisions in the BOR-approved guidelines of the SSPPS, if necessary.
- e. Upon the recommendation of the System Committee on SSPPS, VPAA shall endorse the list of awardees to the President for approval of the Board of Regents (BOR).
- f. The final approval of conferment of the title *UP Social Scientist/Scholar* shall come from the BOR.
- g. All eligible applicants who are unable to gain admission into the System upon evaluation may apply again the following year.

4. Renewal of a University Social Scientist/Scholar

- a. Those who have received the SSPPS Awards shall be evaluated every three (3) years using the Merit Rating System.
 - b. Conferment for another three-year period may be at the same rank or at a lower/higher rank, based on accomplishments and fulfillment of requirements in the three years since the last conferment.
 - c. SSPPS awardees who are unable to gain renewal into the System may apply again after two or more years and must meet the requirements for admission. The evaluation for renewal into the SSPPS shall be based on the accomplishment within a 5-year period, similar to that of a first-time applicant.
5. Only complete and properly documented applications will be considered.

6. Payment and Non-Payment Conditions

- a. Retired, resigned and deceased faculty or researchers will cease to receive their monetary award as an appointed UP Social Scientist/Scholar upon their retirement, resignation or death, and will receive the prorated (per month) amount of the award in their last year of active service.
- b. Retiring faculty who have been extended beyond compulsory retirement will continue to receive their monetary award as long as the extended active service period is within the appointment period as Social Scientist/Scholar

ADMISSION

Criteria	Social Scientist I or Scholar I	Social Scientist I or Scholar II	Social Scientist I or Scholar III
Total Points for Social Scientific Productivity (IA. Research and Publications and IB Leadership in Public Service)	Min 35 pts	Min 40 pts Max 50 pts	Min 45 pts Max 55 pts
Total Points for Professional Leadership	Min 20 pts	Min 25 pts	Min 40 pts
Total Points Required	55	75	95

RENEWAL

Criteria	Social Scientist I or Scholar I	Social Scientist I or Scholar II	Social Scientist I or Scholar III
Total Points for Social Scientific Productivity (IA. Research and Publications and IB Leadership in Public Service)	Min 25 pts	Min 25 pts Max 30 pts	Min 25 pts Max 35 pts
Total Points for Professional Leadership	Min 10 pts	Min 15 pts	Min 30 pts
Total Points Required	35	45	55

POINTS SYSTEM

I. SOCIAL SCIENTIFIC PRODUCTIVITY
A. RESEARCH AND PUBLICATIONS
1. Refereed Publications
a. Book 1-2 authors – 35 pts per entry; and 3 or more authors – 28 pts per entry Only books published by commercial and reputable academic book publishers, prestigious university presses, and other highly regarded international/local publishers are considered. Books published by foundations, government agencies, NGOs, professional societies, international commissions or organizations, and non-academic bodies shall be given credit.
b. Book chapter 7 points per entry Only book chapters published by commercial and reputable academic book publishers, prestigious university presses, and other highly regarded international/local publishers are considered. Book chapters published by foundations, government agencies, NGOs, professional societies, international commissions or organizations, and non-academic bodies shall be given credit.
c. Journal Article Published in International and national Journals 1-2 authors – 7 pts per entry; 3 or more authors – 5.6 pts per entry Papers published in refereed International and national journals must show proof of peer review process, copies of journal information from the website (if available) e.g. records of past issues, editorial board members, and other relevant information about the journal if applicable.
d. Monograph 25 points per entry Published monographs must be published by a reputable publisher. Attach other supporting documents that may be helpful in verifying the reputability of the publication, if available.
2. Other Publications/Research Output
a. Social Technology

(e.g., National/Local/International Policy, Regulation, Legislation)
I. Nature of work done
1. Membership in Technical Working Group (e.g. legislative, education) or similar activity Less than a year: 2 points per entry 1-2 years: 4 points per entry More than 2 years: 5 points per entry Provide copies of the appointment with the period of appointment and proof of invitation (labeled according to Entry Letter and Number).
2. Leadership in policy advocacy for legislation concerns/public engagements (e.g., congressional committee hearing and/or a local Sanggunian hearing). Less than a year: 2 points per entry 1-2 years: 4 points per entry More than 2 years: 5 points per entry Supporting documents must show proof of leadership in policy advocacy for legislation concerns etc. Provide copies of the appointment with the period of appointment and proof of invitation
3. Position papers, Policy Papers, Policy Notes, Policy Briefs, Case Studies, and similar written inputs. 5 points per entry Provide copies of the position papers, policy notes, policy briefs, case studies and similar written outputs.
II. Status of the Policy or Bill Submitted or Pleadings Filed 1. Plenary Stage 5 points per entry 2. Enacted into Law 10 points per entry Provide proof of contribution and impact of the policy or bill submitted or pleadings filed on UP and clearly establish the University's affiliation on the submitted entries.
b. Published Translation of Scholarly Work
I. Published translation of scholarly work of other academics/ primary sources 17.5 per book; 12.5/monograph; 3.5/other scholarly works per entry e.g., book chapter Provide copy of the published translation of scholarly work and peer-reviewed process
II. Published translation of own work translated by another academic

17.5 per book; 12.5/monograph; 3.5/other scholarly works per entry e.g., book chapter Provide copy of the published translation of scholarly work and peer-reviewed process
III. Published translation of own scholarly work 17.5 per book; 12.5/monograph; 3.5/other scholarly works per entry e.g., book chapter Provide copy of the published translation of scholarly work and peer-reviewed process
I. SOCIAL SCIENTIFIC PRODUCTIVITY B. LEADERSHIP IN PUBLIC SERVICE
1. Leadership in UP-organized Volunteer Work and Public Service in the profession (e.g., Pahinungod, Padayon, PsychServ, etc.) Less than a year: 2 points per entry 1-2 years: 4 points per entry More than 2 years: 5 points per entry Provide a copy of the appointment with the period of appointment and proof of invitation or any relevant supporting documents.
2. Service to the Community (e.g., leadership in people's organizations and civil society organizations, knowledge products validated and directly used by communities and stakeholders, etc.) Less than a year: 2 points per entry 1-2 years: 4 points per entry More than 2 years: 5 points per entry Provide a copy of the actual module, certifications, output module, any relevant certifications/output etc.
3. Service to the Global Community (e.g., leadership/advisory position in UN committees, peace panels, etc.) Less than a year: 2 points per entry 1-2 years: 4 points per entry More than 2 years: 5 points per entry Provide copies of the certifications or appointments or other relevant information or certifications.
4. Leadership in research programs/ projects/ consultancy team Less than a year: 2 points per entry 1-2 years: 4 points per entry More than 2 years: 5 points per entry Please provide a copy of the certifications or appointments or program etc.

5. Consultancy to major stakeholders 5 points per entry Provide proof of consultancy with major stakeholders, including documents such as MOAs, MOUs, or other relevant supporting materials (local, national, or international). Additionally, the submitted documents must demonstrate the impact of the consultancy on UP and clearly establish the University's affiliation with the consultancy.
II. PROFESSIONAL LEADERSHIP
1. Keynote or plenary speaker in conferences/social scientific meetings/symposia 5 pts/entry (max of two (2) entries per period under review) The applicant should be indicated as the keynote address or keynote speaker or plenary speaker during a conference, convention, social scientific meetings, and the like. Provide copies of the invitation and program, certification from organizers
2. Editor of journals/books (includes guest editor) Less than a year: 3 points per entry 1 or more years: 5 points per entry (max of two (2) entries per period under review) Provide copies of the letter of appointment and other supporting documents, if applicable.
3. Editorial board membership in an academic or scholarly publication Less than a year: 1 points per entry 1 or more years: 2 points per entry (max of two (2) entries per period under review) Provide a copy of the letter of appointment or a certification from the Editor-in-Chief, title page and list of members of the editorial board.
4. Peer reviewer for article/books prior to publication/ judge in national book awards 2 pts/entry (max of two (2) entries per period under review) Provide a copy of the actual review sent to the publisher.
5. Election as Academician/University Professor/Conferment of Honorary Degree 10 pts/award (max of two (2) entries per period under review) Provide copies of the award certificates, information about the award (criteria, selection process, previous awardees, etc.), and website link.

6. Professional qualifications specific to the discipline (e.g., arbitrator, amicus curiae; election in government technical panel like CHED, PRC; Examiners in Bar Exams, Foreign Service Officers' Exams, and other licensure exams)

5 pts/entry
(max of two (2) entries per period under review)

Provide copies of the supporting documents.

7. Leadership in the professional or disciplinary organization (e.g., founder, convenor, or officer of an academic/ professional organization, being selected as researcher/lecturer in local research institutes, teaching units of some government departments)

1 year engagement is equivalent to 1 year
5 pts/entry (max of two (2) entries per period under review)

Provide copies of the supporting documents.

8. Fellowships (postdoctoral, research, and/or writers fellowships)

5 pts/entry (max of two (2) entries per period under review)

Provide copies of the supporting documents.

9. Professional Awards (University level or international/national)

- a. Awards in Teaching**
- b. Awards in Public Service and Extension**
- c. Awards in Research and Publication**

5 pts/award (max of two (2) entries per period under review)

Provide copies of certificates or other relevant supporting documents.