

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

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D. ADMINISTRATIVE MATTERS

1. Proposed Amendments to Existing Policy on Study Leave/Fellowship for Non-Teaching Personnel

1.1 Former UP Diliman HRDO Director, Dr. Augustus Resurreccion, presented the proposed amendments in the existing policy on local study leave and local fellowship for full-time non-teaching personnel, as follows: 1) Increase in the thesis/dissertation aid for full-time local study leave with pay and for local fellowship grant; 2) Increase in the semestral allowance for the local fellowship grant for non-teaching staff and; and 3) Increase in the number of units the grantee of full-time local study leave with pay/local fellowship program can avail. In addition, he also clarified that a permanent employee must have rendered two (2) years of service with at least a very satisfactory performance in the last two rating periods immediately preceding the application. This is based on the Civil Service Commission memorandum circular in 1999, as amended in 2004. He added that while there is no specific limit, the non-teaching staff should have ample time to complete the return service requirement before their compulsory retirement age.

1.2 Dr. Resurreccion explained that the proposed changes in the amounts of financial aid and allowances take into account the changing needs of the University in terms of staff development, especially since the last approval was in 1998. On the other hand, the proposed increase in the number of units that the grantee can avail of is to align with the regular academic load of a full-time student in UP.

1.3 Dr. Resurreccion also showed the number of availments per CU of the study privilege, including the projections of grantees, from 2023 to 2025 and the corresponding budgets. Regent Pagdanganan inquired if they are willing to accommodate more non-teaching staff should the projected number not be met, to which Dr. Resurreccion responded that other than the availability of funds, the availability of the substitutes who will perform the work of the grantees who will go on study leave should also be considered.



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1.4 Regent Belegal commended Vice President Yunque and Dr. Resurreccion for the proposed amendments. She likewise requested the same team to study the applicability of this policy to UP contractuels or to have a similar program for UP contractuels.

1.5 On a related matter, President Jimenez informed the Board that he requested a very prominent national academician to work on his project "Plan 75" which aims to raise the total number of the university's PhDs to 75% of its faculty. This will place UP on par with leading universities in the Region. He requested the help of Regent Belegal to encourage more administrative staff and REPS to take the PhD track.

1.6 Regent Pagdanganan moved for the approval of the proposed changes, including the additional budget of P5 Million to support the program for the non-teaching personnel. Regent Belegal seconded the motion. There being no further questions and objections, the same were approved.

Board Action: **APPROVED.** The Board approved the appropriation of an additional P5 Million for this program, to encourage more non-teaching personnel to undertake higher studies for their professional growth and development.

