



University of the Philippines Manila

The Health Sciences Center

8th Floor Philippine General Hospital Taft Avenue, Manila 1000, Philippines

Website: www.upm.edu.ph

Search Committee for the Next Dean of the UPM College of Pharmacy

28 March 2022

TO : The Academic Community of UP
Faculty Members
Administrative Staff/REPS
Students
Alumni

THROUGH : The Respective Deans, PGH Director, NIH Executive Director, Heads of Academic and Administrative Offices

SUBJECT : **CALL FOR NOMINATION FOR THE NEXT DEAN
OF THE UP MANILA COLLEGE OF PHARMACY (CP)**

The Search Committee for the Next Dean of the College of Pharmacy is now actively conducting the search for qualified nominees to the position of the next dean. In connection with this, the committee is accepting nominations until **4 April 2022**.

NOMINATION PROCESS

A. Who May Nominate?

The following may submit nominations:

- 1) Personnel of CP and all other units of UP
- 2) Students of CP and all other units of UP
- 3) Others from outside of CP
- 4) Any interested candidate

B. Who May Be Nominated?

The nominee must possess the following minimum qualifications:

- 1) Commitment to academic freedom and the values and ideals of the University
- 2) Distinction or outstanding academic credentials in the nominee's chosen field of expertise
- 3) Filipino citizen
- 4) Leadership qualities and administrative or managerial capability
- 5) Must be willing to serve
- 6) Must consider resource generation an important function of the position

The nominee need not be a faculty member at the time of his/her nomination. Should he/she be appointed, he/she must have a faculty appointment.

Deans and directors may serve for two (2) terms. Only in highly exceptional cases will they be allowed a third term (BOR 1020th meeting, 25 April 1989)

C. Nomination Papers (signed electronic copies) and required documents to be submitted to the Office of the Vice Chancellor for Academic Affairs.

Deadline: 04 April 2022, 5:00 PM

- 1) A nomination letter, which explains how the nominee qualifies as dean.
- 2) Signed conforme of the nominee
- 3) The nominee's COMPLETE curriculum vitae with picture. (See **Appendix A** for the content).
- 4) A 3-page summary of nominee's curriculum vitae
- 5) A paper describing the nominee's flagship projects. *The submission of a vision paper is not required.*
- 6) A summary of the nominee's most significant qualifications and achievements

Send the above-mentioned documents through email address: upm-ovcaa@up.edu.ph

Note: Since we are choosing an academic leader, what counts is not the number of signatories to a nomination but the reasons given for endorsing a nominee. **A signature campaign, is therefore, discouraged.**

The nominees will present their flagship projects in a Public Forum on **19 April 2022**.

The different sectors of CP (Faculty, Administrative Staff/REPS, Students and Alumni) are encouraged to express any issues/concerns during the public forum and during the sectoral consultation on **20 April 2022**.

The search committee will interview the nominees on **21 April 2022**.

The timetable for the Search of the Next Dean of the UPM College of Pharmacy is found in **Appendix B**.

Dissemination of this Circular:

The following are requested to disseminate this Circular to ensure the widest participation of all concerned: Deans, Heads of Offices, Heads of Sector Organizations, Chairs of Student Councils, Class Presidents, Editors of Newsletters, Editor of The Manila Collegian, Director of IPPAO, Presidents of Alumni Associations and Director of Alumni Affairs.



Fernando B. Garcia, Jr., PhD

*Chair, Search Committee for the Next Dean of
the UPM College of Pharmacy*

Noted:



CARMENCITA D. PADILLA, MD, MAHPS
Chancellor, UP Manila



CONTENT OF THE NOMINEE'S COMPLETE CURRICULUM VITAE

A. Personal Data

1. Name
2. Date and place of birth
3. Nationality/Citizenship
4. Address
5. Telephone Nos. – Residence, office & cellular, e-mail
6. Name, age, educational degrees of spouse and children

B. Teaching Accomplishments

1. Education and continuing professional advancement
2. Titles of classroom/laboratory/ward instructional materials, syllabi, workbooks, modules, course guides produced and used for the improvement of teaching.
3. List of books, chapter in books, professional articles (other than research)
4. List/description of creative works
5. Speaking engagements (state title of talk, venue, occasion and date)

C. Research Accomplishments

1. List of published researches
2. List of unpublished researches
3. List of ongoing researches

D. Administrative Accomplishments

1. List and description of administrative achievements in support of teaching, research or patient service
2. List of involvement in department/college committees

E. Service / Extension

1. Accomplishments in Extension Work and Community-Oriented Activities
2. Accomplishment in Specialty Societies
3. Accomplishments in Socio-Civic Organizations with Special or National Relevance

F. Other Accomplishments (Other Creative, Innovative Output or Invention and Meritorious Accomplishments, may include poetry, fiction, musical composition, essay, plays, exhibits and others)

T I M E T A B L E
Search for the Next Dean of the
UPM College of Pharmacy (CP)
2022

	ACTIVITY	DATE / TIME / VENUE
1.	Start of Call for Nomination	28 March 2022 (Monday)
2.	Sectoral Survey (The google survey link will be available to the constituents and will be disseminated through the Office of the College Secretary)	29 March – 4 April 2022
3.	Deadline for submission of nomination papers and required documents	4 April 2022 (Monday) 5:00 PM
4.	Announcement of Nominees	6 April 2022 (Wednesday)
5.	Presentation of Flagship Projects of the Nominees and Public Forum	19 April 2022 (Tuesday) 9:00 – 11:00 AM Via Zoom Meeting (TBA)
6.	Sectoral Consultations (Administrative Staff/ REPS, Faculty, Students, and Alumni)	20 April 2022 (Wednesday) 8:00 – 9:00 AM -- Admin/REPS 9:00 – 10:00 AM -- Faculty 10:00 – 11:00 AM -- Students 11:00 – 12:00 NN -- Alumni Via Zoom Meeting (TBA)
7.	Interview of Nominees by the Search Committee	21 April 2022 (Thursday) 9:00 AM – 12:00 NN Via Zoom Meeting (TBA)
8.	Submission of the Report of the Search Committee to the Chancellor	10 May 2022