

Updated Call for Nominations to the Institute of Small Scale Industries (ISSI) Directorship

The Search Committee for the Directorship of the Institute of Small Scale Industries shall receive nominations **from 8:00am of 07 March to 12:00nn of 28 March 2016**. Please submit the following documents (both printed copy with original signatures as appropriate, and soft copy in USB drive) in a sealed envelope:

1. Nominator(s)'s signed nomination letter containing the justification of the nomination (please include current contact details of the (first) nominator);
2. Nominee's summarized curriculum vitae (at most three (3) pages);
3. Nominee's signed letter of acceptance of the nomination, stating willingness to serve for the full three-(3) year term as Director; and
4. Nominee's plans for the Institute in broad terms, including his/her flagship programs and ideas for a smooth transition.

All letters/nominations shall be addressed to:

**The Search Committee for the
Directorship of Institute of Small Scale Industries
c/o Dr. Benito M. Pacheco, Chair
OVCAA
2F, DILC Building, Magsaysay corner Apacible Streets**

Who May Nominate: Personnel of the Institute, students and alumni, others from outside the Institute, interested candidates.

Who May be Nominated: The nominee need not be a faculty member of UP at the time of nomination. The nominee must possess the following minimum qualifications and requirements:

1. Commitment to the values, ideals, and mandates of the University, including honor and excellence, innovation and knowledge generation and dissemination, and public service;
2. Solid background, distinction or outstanding credentials in the field of the Institute, including training, research, consultancy, and extension service;
3. Filipino citizenship;
4. Strong leadership qualities and administrative or managerial capability;
5. Willingness to serve;
6. Consideration of resource generation as an important function of the position;
7. Clean personal records free of administrative, civil, or criminal conviction; and
8. PhD degree or equivalent advanced training and education.

Schedule** of Activities:

• Start of Call for Nominations	M, 07 March 2016	8am; OVCAA
• Public Forum 1: Review of History and Mandate of Institute and Report from Previous Term	W, 16 March 2016	10am-12nn; ISSI
• Deadline for Submission of Nominations	M, 28 March 2016	12nn; OVCAA
• Announcement of Nominee/s	F, 01 April 2016	12nn; OVCAA
• Public Forum 2: Presentation of Vision and Plans of Nominee/s	M, 04 April 2016	2-5pm; ISSI
• Interview of Stakeholders by Search Committee	Th, 07 April 2016	2-5pm; ISSI
• Interview of Nominee/s by Search Committee	M, 11 April 2016	9-11am; OVCAA
• Submission of Report and Recommendation by Search Committee	M, 18 April 2016	(TBC)

** *While an election-related ban on appointments or promotions has effectively allowed a longer period for this nomination process, the Search Committee recommends Public Forum 1 to be dedicated to a review of the history and mandate of the Institute, and Public Forum 2 to feature the vision and plans of the Nominee/s. (Updated on 10 March 2016)*

NOTED:

MICHAEL L. TAN
Chancellor
U,P Diliman