Call for Nominations to the  
UP Diliman Extension Program in Pampanga Directorship

The Nomination Committee for the Directorship of the UP Diliman Extension Program in Pampanga (UPDEPP) shall accept nominations from 8:00 AM of 4 August 2014 to 5:00 PM of 22 August 2014. Please submit the following documents (in both printed copies with original signatures as appropriate and soft copies in CD-ROM or USB drive) within office hours to Ms. Annie Cruz, Dean’s Office, Asian Institute of Tourism, UP Diliman (Tel. No: 9223894):

1. Nominator(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 four (4) pages);
3. Nominee’s signed letter of acceptance of nomination stating willingness to serve as Director; and
4. Nominee’s plans for the unit, in broad terms, to include his/her flagship programs and ideas for a smooth transition.

All letters shall be addressed to:

The Nomination Committee for the Directorship of the UP Diliman Extension Program in Pampanga (UPEPP) c/o Dean Miguela M. Mena (Chair), Asian Institute of Tourism (AIT), UP Diliman

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

Who May be Nominated: The nominee need not be a faculty member at the time of nomination. Should s/he be appointed, s/he must have a faculty appointment. The nominee must possess the following minimum requirements:

- Commitment to academic freedom and the values and ideals of the University;
- Distinction or outstanding academic credentials in the nominee’s chosen field of expertise which should be along the lines of UPDEPP’s disciplines or fields;
- A graduate degree: At least Master’s degree, preferably PhD (or the equivalent) degree
- Filipino citizen;
- Leadership qualities and administrative or managerial capability;
- Must be willing to serve; and,
- Must consider resource generation an important function of the position.

**SCHEDULE OF ACTIVITIES**

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<th>Event</th>
<th>Date</th>
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<tr>
<td>Call for Nominations</td>
<td>28 July 2014</td>
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<tr>
<td>Receipt of Nominations by the Nomination Committee</td>
<td>4 - 22 August 2014, 5:00 PM</td>
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<tr>
<td>Public Forum to Present Nominees to the College</td>
<td>27 August 2014, 10:00 AM – 12 NN (UPDEPP*)</td>
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<td>Nomination Committee Meetings with Different Groups [Faculty, staff, students, alumni are requested to make an appointment before August 27 through the Chair, Dean Miguela M. Mena (<a href="mailto:updepp.search2014@gmail.com">updepp.search2014@gmail.com</a>)]</td>
<td>27 August 2014, 1:30 PM – 4:30 PM (UPDEPP*)</td>
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<td>Nomination Committee Interviews with Nominees</td>
<td>27 August 2014, 4:30 PM to 6:30 PM (UPDEPP*)</td>
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<td>Nomination Committee Report to the Chancellor</td>
<td>15 September 2014</td>
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*Venue to be announced later