



PHILIPPINE NORMAL UNIVERSITY
The National Center for Teacher Education
OFFICE OF THE UNIVERSITY PRESIDENT

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UNIVERSITY CIRCULAR

No. 07

Series of 2022

TO: The PNU Community

SUBJECT: Amendments on the Distinguished Researcher Award

I. Purpose

Pursuant to PNU BOR Resolution No. U-3412, series of 2022 dated March 28, 2022, this Circular is issued to amend the current University policy on the Distinguished Researcher Award previously approved through BOR Resolution No. U-2089, series of 2014.

II. Rationale and Objectives

There is a need to give due recognition to faculty members and administrative staff of the University who are able to demonstrate exemplary accomplishments in research and publication contributes in promoting research culture in the University.

This aims to continue the recognition provided to faculty members and administrative staff who meet the criteria for distinguished researcher by amending the guidelines for clearer and more efficient implementation of the award.

III. Summary of Key Amendments

1. Amended the publication requirement to indicate publication in journals indexed in Scopus or Web of Science.
2. The nomination guidelines were revised to highlight the role of the immediate supervisor or head of unit.
3. Percentage points per criterion were provided.

IV. Scope

These amended guidelines for the Distinguished Researcher Award are meant to give recognition to PNU faculty members and administrative staff who are able to demonstrate excellence in the area of research as evidenced by the following: publication in high-ranking journals, plenary



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talks or paper presentations in national or international conference, national or international research-related award, leadership or significant role in externally-funded research projects, and scientific invention or creative work with strong and practical impact to the society. The award will cover research outputs and accomplishments in PNU for the last three years.

V. Criteria for Eligibility

1. All permanent/tenured faculty members and administrative staff, with the exclusion of the President, Vice Presidents, Executive Director and Provosts, and Research Directors in the Office of the Vice President for Research, Planning, and Quality Assurance (OVPRPQA) domain are eligible for nomination/application for the award.
2. During the period covered by the evaluation, the applicant/nominee should have at least one research article published in a journal indexed in Scopus or Web of Science.
3. During the evaluation period, the faculty member or administrative staff should have at least one of the following:
 - Plenary speaker in a national or international conference
 - Research-related award given by a national or international organization
 - Involvement in a national or international externally-funded research project as Project Head/Director
 - Lead Researcher/Principal Investigator, or Co-Researcher/Co-Investigator of a national or international externally-funded research project
 - Scientific invention or creative work with societal impact and recognition by a discipline-based community

VI. Nomination/Application Guidelines*

1. A faculty member or administrative staff may be nominated for the award by the Immediate Supervisor or the Head of Unit where the he/she belongs. Direct application for the award is also accepted but will require recommendation from the Immediate Supervisor or the Head of Unit.
2. Anyone who has already won the award is no longer eligible for nomination/application.
3. The nominated faculty member or administrative staff must accept the nomination.
4. Nomination/application must adhere to the approved guidelines and schedules of the nomination/application process.
5. All nominations/applications must be submitted to the Educational Policy Research and Development Center (EPRDC).



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**The complete procedure shall be articulated in the internal procedures of EPRDC as part of their Procedure Manual*

VII. Selection Guidelines

1. EPRDC is tasked to conduct preliminary screening and evaluation of the nominations/applications.
2. Nominations/applications that did not meet the minimum requirements and/or minimum criteria, or did not adhere to the prescribed guidelines and schedules of the nomination process may be removed from the list of nominees that will be submitted to the University Committee on Research Awards (UCRA).

3. The University Committee on Research Awards shall have the following composition:

| | |
|----------|--|
| Chair: | Vice President for Research Planning and Quality Assurance |
| Members: | Vice President for Academics |
| | Vice President for University Relations and Advancement |
| | EPRDC Director |
| | RCTQ Director |
| | One Full Professor |

4. All nominations/applications recommended for evaluation by EPRDC shall be evaluated by UCRA based on quantitative and qualitative appreciation of research outputs and accomplishments.
5. A quantitative evaluation tool approved by UCRA will be used to rate the nominees in terms of the following criteria and components per criteria (please see attached form):

A. Research Publication (50%)

- Publication in Web of Science/Scopus-indexed journals
- Publication in Other International Refereed Journals
- Publication in Edited Books with International Circulation (Non-Textbook)
- Publication in Philippine Refereed Journals
- Publication in Edited Books with National Circulation (Non-Textbook)

B. Research Engagement and Production (50%)

Editor and Reviewer in Publication (maximum of 20 points)

- Editor, Associate Editor, or Guest Editor in Web of Science/Scopus-indexed journals



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- Editorial Board Member in Web of Science/Scopus-indexed journals
- Editor, Associate Editor, Guest Editor, or Reviewer of Other International Refereed Journals
- Editorial Board Member of Other International Refereed Journals
- Editor, Associate Editor, or Guest Editor in Philippine Refereed Journals

Research Presentation (maximum of 20 points)

- Plenary Talk in International Conference
- Plenary Talk in National Conference
- Invited Lecture in International Meeting
- Invited Lecture in National Meeting
- Paper/Poster Presentation in International Conference/Meeting
- Paper/Poster Presentation in National Conference/Meeting

Research Award (maximum of 50 points)

- Award given by an International Organization
- Award given by a (Non-Filipino) National Organization
- Award given by a Philippine Organization
- Research Fellowships awarded by an International Organization or by a Higher Education Institution (HEI) outside of the Philippines
- Research Scholarships awarded by an International Organization or by an HEI outside of the Philippines

Involvement in a Competitive Externally-Funded National or International Research Project (maximum of 100 points)

- As Project Director/Project Head/Project Coordinator
- As Lead Researcher or Co-Researcher
- As Research Assistant, Data Analyst, or Statistician
- As Field Researcher and other Significant Support Role
- As Research Consultant

Invention and Creative Work (maximum of 100 points)

- Invention developed and/or patented (with evidence of acceptance or recognition from the government or scientific community)
- Creative work developed and/or patented (with evidence of acceptance or recognition from the government or community where the work belongs)

6. Total of at least 90 points in the quantitative evaluation tool is required to earn the award.



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7. Ranking will be done in case more than one nomination/application received at least 90 points. UCRA, however, shall have the option to recommend more than one recipient for the award.

VIII. Special Provisions

1. UCRA shall select one or more awardees for the Distinguished Researcher Award and shall submit their recommendation to the President for approval.
2. UCRA may conduct a panel interview of one or all of the nominees, if needed.
3. The cash incentive for the award is subject to availability of funds and shall be sourced from the University funds for research and development.
4. The awardee/s shall present a research paper or lecture about research during a university research forum.

IX. Awards

A plaque of recognition and a cash incentive of Php 50,000.00 will be conferred to the awardee/s during the Universityhood celebration

X. Effectivity

This policy takes effect upon the approval of the PNU Board of Regents on March 28, 2022 and for implementation to the research awards to be given in CY 2023.

Widest dissemination of this information is requested.

Your usual cooperation and support are enjoined.


BERT JAZMIN TUGA, PhD
President



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