

Work Plan for UP Los Banos Emeritus Professor

_____ to _____

Name of Professor Emeritus: _____ Sex: ☐ Male ☐ Female
Field of Specialization: _____ Date of Retirement: _____
Academic Unit/Office: _____

A. Approved Pertinent University Rules/Policies

A Professor Emeritus may be requested to teach or do research.

- a. *Instruction - A Professor Emeritus may be given a teaching assignment by the Dean of College, subject to approval by the Chancellor. A maximum load of one subject or a 3-unit course shall be imposed unless otherwise authorized by the Chancellor in very exceptional cases. Adjustment of compensation rate as approved by the Board of Regents shall be made if teaching is less than the equivalent of 3 units.*
- b. *Research - Professors Emeriti given research assignment incur practically the same expenses as those given teaching assignments thus, they shall likewise be paid the same transportation allowance paid those given teaching assignments.*

B. Brief Description of the Academic Work to be Assigned

a.	Course Number and Title	Class Schedule	Expected No. of Students	Teaching Units

b. Research/Extension Activities*

Title of Research/Extension Activity	Involvement (Prog./Proj./Study Leader)	Workload Equiv.

Recommended by:

Director

Dean, CAS

Vice-Chancellor
for Instruction

Vice-Chancellor for
Research and Extension

Conforme:

Emeritus Professor

Approved:

Chancellor, UPLB

_____ Date

* If activities lined up are continuation of those approved in the preceding semester, a brief summary of output/accomplishments should be attached to this Work Plan.

University of the Philippines System
INFORMATION SHEET
 Retired Professors¹

<i>Name</i>	<i>Constituent University (Upon Retirement)</i>
<i>Faculty Rank upon Retirement</i>	<i>College/Institute/School</i>
<i>Date of Birth</i>	<i>Department</i>
<i>Date of Retirement</i>	<i>Number of Years and Months of Service in UP</i>
<i>Post Retirement teaching/research consultation pr similar activity and place of work, if any</i>	

A. Educational Background

Degree	Field of Study	Institution	Year

B. Teaching Effectiveness (Teaching Evaluation for the last five years)-

Semester/Year	Subjects Taught	Teaching Evaluation	
		No. of Students	SET

C. Awards, Citations, Honors and other Forms of National and International Recognition

Honors/Awards	Granting Institution/Organization	Dates

¹To be completed by the Department, School or Institute or College or by a retired Professor with at least 15 years of active and faithful service to the University. This completed Information sheet should be submitted to the OVPAA. Please use additional sheets if necessary.

D. Highlights of Service in the University

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E. Scholarly Publications

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F. Technological Outputs/Creative Works (Please Provide, brief description of each entry)

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G. Papers presented in International and National Conferences

Classification	Title of Paper	Conference	Venue & Date

H. Citation of Published Works (provide as much information as available) if any

Title of Published Works	Citation