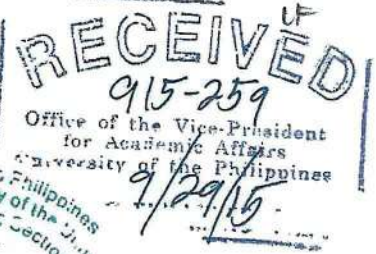




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20 OCT 2015



University of the Philippines
Office of the Secretary of the University
Administrative Section

RECEIVED BY: *ca*

Date: 22 SEP 2015

Ref. No.



1st Endorsement
22 September 2015

Respectfully forwarded to **VICE PRESIDENT GISELA P. CONCEPCION** through **SECRETARY LILIAN A. DELAS LLAGAS**, recommending favorable action on the attached revised Curricular Proposal for Theses and Dissertations in all Graduate Programs in UP Manila, particularly Partitioning of the Thesis course (300 into 300.1 and 300.2) and the Dissertation Course (400 into 400.1 and 400.2).

for **CARMENCITA D. PADILLA, MD, MAHPS**
Professor and Chancellor *N*

Recommending Approval:

May
GISELA P. CONCEPCION
Vice President
for Academic Affairs
19 Oct 2015

APPROVED:
Alfredo E. Pascual
ALFREDO E. PASCUAL
President 21 Oct 2015



UNIVERSITY OF THE PHILIPPINES MANILA

8/F Central Block, Philippine General Hospital
Taft Avenue, Manila

OFFICE OF THE VICE CHANCELLOR FOR
ACADEMIC AFFAIRS

21 September 2015

DR. CARMENCITA D. PADILLA

Chancellor

University of the Philippines Manila

8/F PGH Central Block

Taft Ave., Ermita, Manila

Office of the Chancellor
UP Manila

RECEIVED BY:

Name: MCA 8:3

Date: SEP 21 2015

Dear *Chancellor Padilla*:

Greetings!

I have the honor to submit for your endorsement to the Vice-President for Academic Affairs, Dr. Gisela Concepcion, the revised **Curricular Proposal for Theses and Dissertations in All Graduate Programs in UP Manila**, particularly Partitioning of the Thesis Course (300 into 300.1 and 300.2) and the Dissertation Course (400 into 400.1, 400.2, and 400.3).

The original scheme which contained another proposal on the giving of credit units to graduate thesis/dissertation advisers was dropped by the UPM National Graduate Office for the Health Sciences (NGOHS) in the light of the BOR decision during its 1048th meeting on 26 March 1992 to increase the honoraria rates for dissertation/thesis advisers, panel members and comprehensive examiner panels (<http://osu.up.edu.ph/wp-content/uploads/gazette/1992.pdf> p. 14 Accessed: 21 Sept. 2015).

Respectfully yours,

NYDIA PIMENTEL SIMBULAN, DrPH

Vice Chancellor for Academic Affairs

UNIVERSITY OF THE PHILIPPINES MANILA
National Graduate Office for the Health Sciences

CURRICULAR PROPOSAL for THESES and DISSERTATIONS
in ALL UPM GRADUATE PROGRAMS

NATURE OF THE PROPOSAL: Partitioning of the Thesis Course (300 into 300.1 and 300.2) and the Dissertation Course (400 into 400.1, 400.2, and 400.3)

DETAILS:

<i>Course No:</i>	300.1 and 300.2	400.1, 400.2, 400.3
<i>Course titles:</i>	Thesis proposal (300.1) Thesis implementation (300.2)	Dissertation proposal (400.1) Dissertation implementation (400.2) Research Dissemination (400.3)
<i>Credit units:</i>	3 units (300.1) 3 units (300.2)	4 units (400.1) 4 units (400.2) 4 units (400.3)

Justification:

Graduate students who are eligible to start working on their Master's thesis or PhD dissertation are required to enrol in a 300 or 400 course, respectively. Because they can only register in these courses once, they need to enrol for "Residency" for as many semesters as it takes them until successfully defending their thesis/dissertation. Under this current scheme, there is no stipulated time frame within which the students must finish their paper. Partly because there is no pressure on the students to get their thesis/dissertation done, a large proportion of them are unable to present their proposal one year after their enrolment in the 300/400 course. This could also be one of the reasons why a large proportion of them need to extend their maximum residency.

This curricular proposal of dividing the thesis course into two and the dissertation into three, would put a time limit for the thesis/dissertation given existing university guidelines for course completion. If a student does not finish 300.1/400.1 within a semester, he/she is given a year to complete the proposal. If unsuccessful, he/she will have to re-enrol 300.1/400.1. The same is true for 300.2/400.2. With this scheme, the student is given target dates for completion of the course requirements. Hopefully, this will put some pressure on both student and faculty adviser to continuously work on the paper. Because these courses will be treated as any other course with a regular class schedule, it is expected that the MRR extensions will be minimized and the graduation rates will be increased. With more students successfully obtaining their degrees on time, more applicants may be encouraged to enter our graduate programs.

While most MS and PhD curricula already contain subjects on Research Methodologies which vary in course numbers depending on the degree programs (eg., 298/398 or 299/399 courses), these only serve as foundation or tool courses on research methods. Therefore, they are entirely different from the thesis course itself. Such preparatory

courses are designed to equip the students with knowledge and skills on the nature and types of research, conducting literature search, developing research designs, collecting proper and pertinent data, and development and processing of a complete proposal. On the other hand, the courses 300.1 and 400.1 are designed to have the students apply the things they have learned previously in a Research Methods course into developing their actual thesis proposal on a topic that has been discussed and approved by their advisers. Here, the student and the adviser should work closely to develop a proposal that will be presented to a designated panel.

This scheme of dividing the thesis/dissertation course was conceptualized in 2012 by the Graduate Program Coordinators (GPC) of the different units together with the Director of the National Graduate Office for the Health Sciences (NGOHS). The graduate faculty of the different UPM degree granting units (DGU) were consulted through the GPCs on this scheme. The current Graduate Management Team (GMT) chaired by the Director of NGOHS is adhering to and endorsing the said proposal.

There are additional requirements in the graduate programs stipulated in the memorandum issued by Chancellor Agulto last October 10, 2012: "For students in the Master's programs: a research article derived from the thesis in publishable format and forwarded for possible publication in a reputable, peer-reviewed journal. For students in Doctoral/PhD programs: a research article accepted for publication in a reputable, peer-reviewed or ISI journal." The addition of these requirements, which are now incorporated in this curricular proposal, could serve as impetus for the University to achieve its goals of being a graduate and research university.

Course description:

- 300.1 - Development and defense of a written research proposal for thesis
- 300.2 - Implementation of an approved (technical and ethical) thesis proposal and oral defense of the written thesis. It includes the writing of a research article derived from the thesis in a publishable format.
- 400.1 - Development and defense of a written research proposal for dissertation
- 400.2 - Implementation of an approved (technical and ethical) dissertation proposal and oral defense of the written dissertation
- 400.3 - Writing of a research article until its acceptance for publication in a reputable, peer-reviewed or ISI journal.

Course objectives:

- 300.1 - The student applies the research process pertinent to his/her field of study in writing the research proposal for Master's thesis. The proposal should be technically approved (Thesis Panel) and ethically reviewed (Research Ethics Board).
- 300.2 - The student undertakes the rigors of data collection, analysis, conclusion based on the approved thesis proposal. The student should have successfully defended the completed work. This course includes the writing of a research article derived from the thesis in a publishable format, and forwarded for possible publication in a reputable, peer-reviewed journal. (Note: A notification from the journal editor or his

designate that the manuscript has been received for review, is an acceptable proof of fulfilment of the requirement)

- 400.1 - The student applies the research process pertinent to his/her field of study in writing the research proposal for dissertation. The proposal should be technically approved (Dissertation Panel) and ethically reviewed (Research Ethics Board).
- 400.2 - The student undertakes the rigors of data collection, analysis, conclusion based on the approved dissertation proposal. At the end of the course, the student should have successfully defended the completed work.
- 400.3 - The student writes a research article which should eventually be accepted for publication in a reputable, peer-reviewed or ISI journal. (Note: A notification from the journal editor or his designate that the manuscript has been accepted for publication, is an acceptable proof of fulfilment of the requirement) The hard bound copies of the dissertation is likewise a requirement for completion of 400.3 (Note: The endpoint of 400.2 is the successful final defense but the pending revisions of the paper after the defense may be done in 400.3. Hence the final bound copies are due in 400.3)

Prerequisites:

Logically, 300.1 is the prerequisite of 300.2. There were a few graduate students in the past, however, who needed to finish the thesis within one semester due to job demands, scholarship timelines, etc. For meritorious cases, graduate students may be permitted to enrol both 300.1 and 300.2 in one semester, upon the recommendation of the adviser, the graduate program chair and the approval of the dean. The same may apply for the dissertation for meritorious cases.

Presently, students need to complete all course requirements, take the comprehensive exams (if applicable), before one starts the thesis/dissertation. It is proposed that graduate students may be allowed to enrol in thesis/dissertation even while doing one's practicum or other similar courses (e.g. seminar), provided that he/she has completed the core courses, major courses and cognates (for programs not requiring comprehensive exam before thesis).

Program specifics:

The student works in a self-directed manner towards completion of thesis/dissertation and consults weekly his/her assigned adviser. Advisers must allot protected time for advising per week at least in the semester the student is enrolled. Each college will devise its own monitoring system. For 300.2, the output should be the proof of acceptance of the manuscript for publication in a reputable, peer-reviewed or ISI journal. The student's published article related to the dissertation during his/her doctoral coursework may fulfill the requirement for 400.3.