

July 1, 1985

EXECUTIVE ORDER NO. 5

SUBJECT: Providing for the Organizational Structure and Staffing Pattern of the National Institute of Physics

WHEREAS, President Ferdinand E. Marcos issued Executive Order No. 889 dated March 21, 1983 "Establishing a System of National Centers of Excellence in the Basic Sciences";

WHEREAS, the Board of Regents at its 959th meeting on May 26, 1983 created the National Institute of Physics out of the Department of Physics at UP Diliman;

WHEREAS, there is a need to provide for the organizational structure and staffing pattern of the National Institute of Physics;

NOW, THEREFORE, I, Edgardo J. Angara, President of the University of the Philippines, by virtue of the powers vested in me by the Board of Regents do hereby issue this Executive Order providing for the organizational structure and staffing pattern of the National Institute of Physics.

SEC. 1. Declaration of Policy. The National Institute of Physics, hereinafter referred to as the NIP, shall serve as the national center of excellence for the advancement, dissemination, and application of knowledge in physics. It shall undertake the threefold mission of teaching, research and extension work in pure and applied physics.

SEC. 2. Functions of the NIP. The NIP shall perform the following functions:

- a. To carry out first-class advanced research in pure and applied physics;
- b. To provide international-quality undergraduate and graduate education in pure and applied physics;
- c. To provide expert extension services related to national scientific technological development.

SEC. 3. Organization of the NIP. The NIP shall be organized out of the present staff and facilities of the Department of Physics at UP Diliman and established as an academic unit under the College of Science at UP Diliman.

SEC. 4. The Executive Council. The highest policy-making authority within the NIP shall be vested in the Executive Council composed of the NIP's regular, full-time professors and Associate Professors, Academic Group Leaders, Directors, and Assistant Directors. The NIP Director shall serve as Chairman of the Executive Council.

Proposed policies which apply to the internal management and operations of the NIP shall be submitted to the Chancellor of U.P. Diliman for confirmation provided that they are not inconsistent with any existing University policy prescribed by the Board of Regents or the President.

Proposed policies which shall have University-wide implications and application shall be subject to the approval of the Board of Regents.

SEC. 5. The Director of the NIP. The NIP shall be headed by the Director who shall serve as the principal academic leader and chief executive officer of the NIP. The Director shall be appointed for a term of three (3) years by the President of the U.P. System. To qualify for appointment as Director of the NIP, a person must have (1) a Ph.D. (or the equivalent degree) in pure or applied physics, (2) several research publications in pure or applied physics, and (3) some administrative experience.

SEC. 6. Selection of the Director. In the selection of the NIP Director, the President shall be assisted by a five-member Search Committee composed of the Chancellor of U.P. Diliman as Chairman, the Minister of Science or his Deputy Minister as Co-Chairman, the Dean of the College of Science as member, and two (2) additional members to be appointed by the President and nominated by the first three (3) aforementioned members from among the following: the Chairman of the Physics Division of the National Research Council of the Philippines, the President of the U.P. Physics Alumni Association, and the NIP's Professors Emeriti.

SEC. 7. The Advisory Board of the NIP. The NIP shall have an Advisory Board to be composed of the following:

- a. The President of the UP System as Chairman
- b. The Minister of Science as Co-Chairman
- c. The Budget Minister or his representative
- d. The Chancellor of UP Diliman
- e. The Dean of the College of Science

- f. The Director of the NIP as Secretary
- g. The Chairman of the NRCP Physics Division
- h. The President of the Samahang Pisika ng Pilipinas
- i. The President of the UP Physics Alumni Association
- j. A Representative from an Appropriate Government Agency
- k. A Representative from Private Industry

SEC. 8. Functions of the Advisory Board. The Advisory Board shall perform the following functions:

- a. To help the NIP in assessing its programs and performance;
- b. To help the NIP in generating resources for its various programs; and
- c. To help the NIP in developing linkages with appropriate local and foreign institutions and agencies.

SEC. 9. Academic Groups of the NIP. The research and teaching staff of the NIP shall be organized into Academic Groups, each of which shall work as a team on closely related research projects in some specific area of pure or applied physics. An Academic Group shall, ideally and normally, have a core membership of one (1) Professor to serve as Group Leader, one (1) Associate Professor, and one (1) Assistant Professor. Each Academic Group shall be assisted by a number of graduate and undergraduate thesis students and 1 or 2 research support personnel and shall also be supplemented, depending upon availability, by 1 or 2 postdoctoral Research Fellows, a foreign Visiting Professor, and 1 or 2 Adjunct Researchers from other local physics institutions. The teaching staff of the NIP shall be drawn from the members of the Academic Groups.

SEC. 10. Staffing of the NIP. The initial staff of the NIP shall be composed of the present staff of the Department of Physics at UP Diliman. The NIP staff shall be categorized as follows:

- a. Regular Academic Staff
- b. Supplementary Academic Staff
- c. Auxiliary Academic Staff
- d. Technical Support Staff
- e. Administrative Support Staff

SEC. 11. The Regular Academic Staff. The regular academic staff of the NIP shall be composed of those regular, full-time faculty members with the academic rank of Assistant Professor, Associate Professor, or Professor with the minimum qualification of a Ph.D. (or the equivalent degree) in pure

or applied physics. The latter requirement of a Ph.D. or its equivalent shall apply prospectively to the appointment of all new Assistant Professors, Associate Professors, and full Professors of the NIP and shall not prejudice the retention in the regular academic staff of any tenured Assistant Professor, Associate Professor or Professor of the NIP who does not have a Ph.D. or its equivalent at the date of effectivity of this Executive Order.

SEC. 12. The Supplementary Academic Staff. The supplementary academic staff of the NIP shall consist of those non-regular teaching and/or research staff members having any of the following academic designations and functions:

- a. Visiting (Assistant, Associate) Professor - a foreign visiting physicist who is appointed to undertake graduate teaching and/or research work at the NIP;
- b. Postdoctoral Research Fellow - a recent Ph.D. or D.Sc. degree holder in pure or applied physics who is appointed to carry out post-doctoral research with one of the Academic Groups of the NIP;
- c. Professorial Lecturer - a senior local physicist who is appointed to engage in part-time teaching at the NIP;
- d. Agency Researcher - a staff member of a local physics institution or agency who is appointed to carry out research work at the NIP in collaboration with one of the Academic Groups; and
- e. Professor Emeritus - a retired distinguished professor of the NIP who is appointed to teach one course per semester at the NIP.

SEC. 13. The Auxiliary Academic Staff. The auxiliary academic staff of the NIP shall be composed of junior staff members having any of the following academic designations and functions:

- a. Instructor - a B.S. degree holder in pure or applied physics who is appointed to carry out regular undergraduate teaching at the NIP. This position shall be gradually phased out and replaced by the positions of Teaching Associate and Research Associate described below;

b. Teaching Associate - a graduate student of the NIP who is appointed to teach six (6) units of undergraduate courses per semester and pursue graduate studies with a study load of six (6) to nine (9) units per semester;

c. Research Associate - a graduate student of the NIP who is appointed to undertake research tasks for one of the Academic Groups of the NIP;

d. Research Assistant - a B.S. degree holder who is appointed to perform research tasks for one of the Academic Groups of the NIP;

e. (Senior) Lecturer - a qualified local physicist who is appointed to do part-time teaching of up to six (6) units at the NIP.

SEC. 14. The Technical Support Staff. The technical support staff of the NIP shall be composed of non-academic personnel with some technical training and appointments such as Machinist, Electronic Technician, Research Technician, Computer Technician, Optical Technician, Laboratory Attendant, Draftsman, Welder, Carpenter, Science Librarian, etc.

SEC. 15. The Administrative Support Staff. The administrative support staff of the NIP shall be composed of non-academic personnel with administrative appointments such as Administrative Officer, Administrative Assistant, Senior Clerk, Clerk-typist, Property Custodian, Accountant, Mimeograph Operator, Messenger, Driver, etc.

SEC. 16. Facilities and Equipment. The initial facilities and equipment of the NIP shall consist of the present facilities and equipment of the Department of Physics at UP Diliman.

SEC. 17. Funding of the NIP. The funds of the NIP shall consist of (a) the regular budgetary allocation for the Department of Physics; and (b) financial grants to the NIP as well as additional income generated from the NIP's extension services and other activities.

SEC. 18. Repealing Clause. All Executive Orders, memoranda, and other administrative issuances or provisions thereof, that are inconsistent with the provisions of this Executive Order, are hereby repealed or modified accordingly.

SEC. 19. Effectivity. This Executive Order shall take effect immediately.

Done in Quezon City this 2nd day of July in the year of Our Lord Nineteen Hundred and Eighty Five.

(SGD) EDGARDO J. ANGARA

Organizational Chart of the
National Institute of Physics

