



Gov. Alfonso D. Tan College
Maloro, Tanguib City

FACULTY

E.10

E – Professional Performance and Scholarly Work

•Production of

Instructional Materials Policy



RESEARCH AND PUBLICATION OFFICE
Maloro, Tanguib City

Production of Instructional Materials

I - Rationale

Instructional Materials is the heart and lifeblood of instruction. Faculty should update their materials or hand-outs to deliver updated and relevant lessons to their students. Thus, the institution is allowing them to produce and publish instructional materials, hand-outs, books and manuals.

II – Objectives

The Instructional materials production program aims to:

1. Encourage faculty in updating their references;
2. Develop faculty skills in conducting research towards instructional materials;
3. Showcase faculty capability in writing;
4. Deliver effective and updated instruction to the studentry

III – Policy

This program shall adhere the following guidelines:

1. The faculty shall develop voluntarily an instructional materials.
2. The faculty shall inform the Dean of the Institute on the said endeavor.
3. The Dean may give an equivalent teaching load to the faculty similar to the Research teaching load.
4. The faculty can enjoy the incentive of P25,000 in each book published by a certified publishing corporation.
5. The Intellectual Property Rights and Patentability of the outputs including its copyright shall be owned by the faculty/researcher.
6. The copyright of the materials can be transferred to the Institution with the consent of the researcher.
7. The faculty shall be given 70% share from the Book's sales.


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