



1 September 2021

MEMORANDUM NO. 578

Series of 2021

T O: Vice Presidents, Chancellors, Deans, Department & Unit Heads, All Concerned

R E: Updated Schedule of Production Activities for the 2021 Virtual Graduation

Because of recent developments in the health situation in the City of Baybay, the VSU Administrative Council has decided to move the 68th Commencement Exercises of the VSU System from September 10 to September 30, 2021.

Some of the scheduled shoots and production activities (as announced in OP Memorandum No. 527, S. 2021) have also been postponed because of the alternative work arrangements we have adopted in the past two weeks.

For us to be able to conduct the virtual graduation on September 30, we will proceed with the remaining shoots. All VSU faculty who are available are enjoined to take part in the shooting with schedules and locations updated as follows:

Date	Time	Unit	Activity	Location or Assembly Area
Sept 8, Wed	8 AM	CAS	Processional Shoot, Department greetings	DLABS
	10 AM	CAFS		DPM-DSS Area
	2 PM	CET		SLH Area
	3 PM	CoEd		ADE Building
	4 PM	GS		OGS / Old Library
Sept 9, Thu	8 AM	CON	Processional Shoot, Department greetings	CON Backyard
	10 AM	CFES		CFES
	2 PM	CVM		CVM
	3 PM	CME		DTHM Building
Sept 14, Tue	9 AM to 5 PM	Former Presidents President Tulin VPAF Tan VPPRGAS Ferraren VPREI Ceniza VPSAS Villocino VPAA Belonias	Special shoots	TBA
Sept 15, Wed	8 AM to 5 PM	VITA Chancellors GS Dean	Reading of names	RDE Hall
Sept 16, Thu	8 AM to 5 PM	College Deans (Main Campus)	Reading of names	RDE Hall
Sept 20, Mon	1 PM to 5 PM	President Tulin Vice Presidents VITA Chancellors	Special shoot	Amphitheater / Administration Building

		College Deans Campus/College Secretaries Directors University Secretary University Registrar University Librarian Former Presidents Other selected officials		
	6 PM	Secretary Fernandez	Special shoot	Administration Building
	8 PM	VSU faculty & staff choral ensemble	Special shoot	

For the processional shoot, all faculty shall wear their traditional academic regalia or toga. Please coordinate with Ms. Alice Flores, Head of Supply & Property Management, for the renting of the toga.

Graduate faculty may either choose to join the scheduled shoot for the Graduate School or their home department. For affiliate faculty based in research centers and other offices, please join in the shoot of the academic departments you are connected to.

During the reading of names at the RDE Hall, the College or Campus Secretary and the graduation focal persons shall be present to review the details of the graduates of their respective programs.

On all occasions, everyone is directed to observe minimum health protocols such as wearing of face masks, observance of proper physical distancing, sanitizing, among others.

In college processional shoots, faculty from the same department shall stay together and avoid mingling with other units. To suit the toga, all participants shall wear black face masks.


The University Services for Health, Emergency, and Rescue (USHER) shall monitor the activities accordingly. You are allowed to share updates publicly about these activities but encouraged to be discreet in doing so.

The University Integrated Media Center has already shared pointers for you (*search in Drive: "VSU Grad 2021 - Shooting Briefing for Faculty"*) to be guided properly.

You may direct inquiries and concerns regarding these activities to Dr. Ulderico Alviola (via email ub.alviola@vsu.edu.ph or on Workplace Chat or VOIP 1089).

Your participation will greatly help in making this endeavor in honoring VSU Class of 2021 a resounding success.

I look forward to your full cooperation. Thank you very much!


EDGARDO E. TULÍN
 President