



3 July 2023

MEMORANDUM CIRCULAR NO. 103
Series of 2023

T O: All Concerned

R E: Working Committees for President's Tribute and 70th VSU Commencement Exercises

The VSU Main Campus will hold its **70th Collegiate Commencement Exercises** in the afternoon of **August 3, 2023**, at the **VSU Upper Campus Oval Grounds**. In the morning of **August 2, 2023**, honor graduates will be honored during the **President's Tribute** which will be held at the **RDE Hall**.

To ensure the success of the said activities, you are hereby designated to compose the attached working committees. The Committee Chairpersons are advised to meet with their respective groups to plan for their assignment. Furthermore, **all designated Chairpersons** are requested to attend a meeting on **July 11, 2023, at 9:00 AM** in the **OP Board Room**.


EDGARDO E. TULIN
President *016 7/5/23*

**Working Committees for the
70th Commencement Exercises and President's Tribute**

1. Academic Caps & Gowns for Undergrad Students

Chairperson: Ms. Hannah Mae Quimbo
Members: Mr. James B. Escuadra
Mr. Nevin A. Pacada
Mr. Michael Dag-uman
DTHM faculty

2. Academic Gowns for Speaker/Guests, Faculty and Graduate Students

Chairperson: Dr. Ulderico B. Alviola
Co-chairpersons: Ms. Jessamine C. Ecleo
Ms. Alicia M. Flores
Members: Mr. Lester Layola
SPPMO Staff

3. Honors and Awards

Chairperson: Dr. Beatriz S. Belonias
Members: Ms. Marwen A. Castañeda
Dr. Aleli A. Villocino
Ms. Chona Brit
Dr. Anabella B. Tulin
Ms. Connel D. Antipaso
Ms. Sheila Marie Lemos
Mr. Norbert John O. Villas

4. Graduation Program, Printing, Binding and Distribution

Chairperson: Dr. Guiraldo C. Fernandez Jr.
Co-chairperson: Mr. Homer Napoles
Members: Ms. Vivian V. Balbarino
Ms. Antonieta D. Israel
Mr. Mervyn P. Loreto
OUR and OUS staff

5. Preparation of Ribbons for Graduates & Parents

Chairperson: Dr. Rachel Kim L. Aure
Co-chairperson: Dr. Nancy D. Abunda
Members: OVPAA, ODIE & OHIMD staff

6. Commencement Rites AY 2022-2023 President's Tribute

Chairperson: Dr. Beatriz S. Belonias
Co-chairperson: Dr. Aleli A. Villocino
Ms. Marwen A. Castañeda
Dr. Ulderico B. Alviola
Members: Ms. Chona Brit
Ms. Connel D. Antipaso
Ms. Nelsie F. Mondal
All College Deans
All College Secretaries
Department Heads
Marshals

7. Preparation of Diplomas, TOR, etc.

Chairperson: Ms. Marwen A. Castañeda
Co-chairperson: Mr. Homer Napoles
Members: OUR staff

8. Preparation of Medals, Plaques, Cash Incentives for Board Placers

Chairperson: Ms. Connel D. Antipaso
Members: Ms. Nelsie Mondal
Ms. Linda Valenzona
Ms. Norma O. Villas
Ms. Vanessa Nazal
Ms. Aida Estrera

9. Invitation of Guest Speaker & Other Guests, and Tokens

Chairperson: Dr. Allen Glennie P. Lambert
Co-Chairperson: Ms. Louella C. Ampac
Members: Ms. Maria Elsa M. Umpad
Ms. Josefina M. Larrosa
Ms. Ganessa L. Gongora
Ms. Elizabeth B. Albiso
Ms. Les Andre B. Pamaos
Mr. Raul T. Bagarinao

10. Stage and Venue Preparation

Chairperson: Engr. Mario Lilio P. Valenzona
Co-chairperson: Engr. Marlon G. Burlas
Members: Dr. Ulderico B. Alviola (stage arrangement)
Mr. Allan Salentes (seats, tables, rostrum)
Mr. Mizael B. Cerna
PPO Carpenters

11. Stage Decoration

Chairperson: Prof. Roden D. Troyo
Members: Dr. Rosario A. Salas
Ms. Nelita Bornias
GLMU Laborers
DOH Laborers

12. Lights, Sounds, and LED Wall

Chairperson: Engr. Marlon G. Burlas

Co-chairperson (Lights) Engr. Clint Sarvida

Members: Dr. Ulderico B. Alviola
Mr. Jed Asaph D. Cortes
PPO Electrical staff

Co-chairperson (Sounds) Engr. Eric Sajulga

Members: Mr. Claudio Ababat, Jr.
ILFMU staff

Co-chairperson Dr. Ulderico B. Alviola
(LED wall)

Members: Mr. Jed Asaph D. Cortes
UIMC staff
PPO Electrical staff

13. Multimedia (*Videography/Livestream & Installation of video monitor outside the gym*)

Chairperson: Engr. Sean O. Villagonzalo

Co-chairperson: Mr. Jed Asaph D. Cortes
Mr. Norman O. Villas

Members: Mr. Kim Kenneth Roca
Mr. Genaro G. Godoy
Mr. Jerome G. Godoy
Mr. Arnel P. Gucela
DYDC-FM staff
VSU Web Team

14. Accommodation for Invited Guests

Chairperson: Dr. Allen Glennie P. Lambert

Co-chairperson: Dr. Nancy Dumaguing

Members: Ms. Hannah Mae Quimbo
Prof. Argina M. Pomida
Apartelle & Garden Suite staff

15. Transportation

Chairperson: Engr. Marlon G. Burlas

Co-chairperson: Mr. Vincent Paul Asilom

Members: VSU Drivers

16. Accommodation of Parents at the College Dorms

Chairperson: Ms. Chona A. Brit

Co-chairperson: Ms. Christie Cyrene Tauy

Members: Ms. Sheila Marie Lemos
Mr. Junard Gucela
Mr. Junito A. Panonce
Ms. Meriam M. Luna
Dorm/Cottage Advisers and Asst. Advisers

17. Publicity (*Information Dissemination, Photography*)

Chairperson: Dr. Ulderico B. Alviola

Co-chairperson: Dr. Rotacio S. Gravoso

Members: Mr. Jed Asaph D. Cortes
Mr. Norbert John O. Villas
Mr. Clent C. Yanola
ICTMC
VSU Web Team
DYDC-FM staff

18. Exhibits

Chairperson: Dr. Ma. Juliet C. Ceniza
Co-chairperson: Dr. Antonio P. Abamo
Members: Prof. Alan B. Loreto
Prof. Rosa Ophelia D. Velarde
Dr. Romel Armecin
Dr. Lynette Cimafranca
Prof. Marlon M. Tambis
Dr. Marisel Leorna
Prof. Jude Nonie S. Sales
OVPREI staff

19. Guest Reception and Ushering

A. Guest House

Chairperson: Dr. Nancy D. Abunda
Members: Ms. Chona A. Brit
Dr. Charis L. Rivera
Ms. Annie Phoemela Rodriguez
Dr. Janet Alexis delos Santos

B. Upper Oval (Grad Ceremony)

Chairperson: Dr. Ma. Juliet C. Ceniza
Co-Chairperson: Dr. Aleli A. Villocino
Members: Ms. Corazon A. Padilla
Dr. Darius Noel Miñoza
Ms. Sheena Eunice B. Taudlong
Ms. Annabeth Varron
Mr. Art Russel Flandez
Mr. Christian Bacolod
Mr. Aldrin R. Palermo
Dr. John Philip Lou M. Lumin

C. RDE Hall (President's Tribute)

Chairperson: Dr. Cherry Rola
Members: Ms. Kay Juanillo
Ms. Angelie Genotiva
Ms. Mary Ann Cobico
Ms. Gernah Mae Santiañez
Ms. Deviane Daiz
Mr. Martin A. Diao
Engr. Andy Phil D. Cortes

20. RDE Hall Preparation for the President's Tribute to Honor Graduates

(Seats for graduates, parents, faculty and guests/ CR/Photo booth and restoration)

Chairperson: Dr. Aleli A. Villocino

Co-chairperson (Pres. Tribute): Ms. Marwen A. Castañeda
Members: Dr. Ulderico B. Alviola
Mr. Homer Napoles
Ms. Joan Rosemarie Banzon

Co-chairperson (RDE Hall Prep): Prof. Roden D. Troyo
Members: OVPREI JO personnel
GLMU Laborers

21. Baccalaureate Mass

Chairperson: Prof. Rosa Ophelia D. Velarde
Co-chairperson: Mr. Teodomero Ratilla
Members: Dr. Lotis M. Balala
Ms. Shirley T. Nayre
Mr. Joselle R. Cayetano
Ms. Maria Elsa M. Umpad

22. Finance

Chairperson: Dr. Daniel Leslie S. Tan
Co-chairperson: Ms. Louella C. Ampac
Members: Mr. Nick Freddy R. Bello
Ms. Queen Ever Y. Atupan

23. Emergency Preparedness Plan, Security, Colors (*Philippine Flag, ASEAN Flag and VSU Banner*), Formation and Crowd Marshals

Chairperson: Dr. Julius V. Abela
Co-chairperson: Prof. Joy A. Bellen
Members: LTC Noel Cagasan
All VSU Security Force
Crisis Management Committee
Selected ROTC Officers
Colors: SG Edilberto V. Mendoza
SG Jenzen Jhon M. Villaruel
SG Romel R. Marte
SG Elmer B. Prieto
SG Jun Vic B. Veranda

24. Graduation Marshals

Chairperson: Mr. Gerald Rivera
Co-chairperson: Mr. Lyndon Maningo
Members: Mr. Al Franjon M. Villaroya
Mr. Edilberto Artiga
Mr. Anthony P. Lambert
Dr. Carl Leonard M. Pradera
Dr. Jorge Valenzona
Engr. Martin Jan E. Mercurio
Dr. Dionesio Bañoc
Mr. Malvin Datan
Mr. Randy Omega
Prof. Arsenio Ramos
Mr. Wences Rey dela Peña

25. Table Setting and Food Service

Chairperson: Dr. Nancy Dumaguing
Co-chairperson: Ms. Magnolia Lao
Members: Ms. Syrene P. Nayre
Ms. Hannah Mae Quimbo
VSU Guest House Staff
Selected BSHRM students

26. Food for Guests

Chairperson: Ms. Josefina M. Larrosa
Co-chairperson: Ms. Maria Elsa M. Umpad
Members: Ms. Arrah Mae Godoy
OP Staff
Guest House staff
Selected BSHRM students

27. Refreshment Corner (c/o Guest House staff)

Chairperson: Ms. Josefina M. Larrosa
Co-chairperson: Ms. Arrah Mae Godoy
Members: Guest House staff
Selected BSHRM students

28. Medical Services

Chairperson: Dr. Elwin Jay V. Yu
Co-chairperson: Dr. Merry Christ'I S. Guinocor
Dr. Christelle Venus Capuno
Dr. Michelle C. Tolibas
Members: USHER
Selected College of Nursing staff

29. In-charge of SUC Presidents/VSU-BOR Members

Chairperson: Dr. Guinaldo C. Fernandez Jr.
Members: Ms. Vivian V. Balbarino
Ms. Antonieta D. Israel
Ms. Maria Elsa M. Umpad
Mr. Mervyn P. Loreto
Dr. Allen Glennie P. Lambert

30. Steering

Chairperson: Dr. Edgardo E. Tulin
Members: Dr. Beatriz S. Belonias
Dr. Daniel Leslie S. Tan
Dr. Aleli A. Villocino
Dr. Ma. Juliet C. Ceniza
Dr. Dilberto O. Ferraren
Dr. Allen Glennie P. Lambert
Dr. Guinaldo C. Fernandez Jr.