



ACTIVITY DESIGN

Title	:	Memorandum of Understanding (MOU) Signing Between VSU and DLSU- Manila and Physics Seminar
Participants	:	Department of Physics and Concerned Administration Officials
Date	:	March 14, 2024 (Thursday)
Venue	:	(Department of Physics located at the 1 st Floor of the Old Library Bldg., VSU)
Rationale		

Collaboration between educational institutions is partnerships between two or more parties that strengthen the capabilities of their faculty, staff, and students through research, technology transfer, and the development of management competencies (Sharma & Kaushik, 2023). Collaborating with academic institutions has a range of benefits. First, it will develop academic cooperation and promote mutual understanding between parties. However, it can be challenging to establish collaboration with educational institutions.

In the university, colleges/departments are encouraged to collaborate with other institutions/agencies to strengthen linkages and build networks with and among faculty. In response to this call, a Memorandum of Understanding (MOU) is necessary. An MOU is a legal document that outlines the agreement between two parties to work together on a specific goal (FasterCapital, 2023). It fosters mutual understanding and is a foundation for negotiations and collaborations.

A ceremonial signing of the MOU between De La Salle University- Manila (DLSU) and Visayas State University (VSU) will be conducted for this event or activity. DLSU is a private, coeducational research university and is considered one of the top universities in the country. Moreover, a physics seminar will also be conducted, serving as a dynamic platform for our faculty, staff, and students to learn more about their recent research and exchange knowledge with experts. Furthermore, the activity will greatly benefit the participants by helping them grow professionally and build more networks.

Objectives

At the end of the activity, participants will be able to:

1. Formalize the MOU between VSU and DLSU;
2. Expand their knowledge and understanding from topics presented; and
3. Build networks.



Methodologies/Strategies

1. MOU Signing
2. Discussion/ Lecture of topics.

Resources Needed

A. Manpower Requirements

Overall Supervision

Activity Coordinators

Technical Staff

B. Supplies and Materials

General Description	Unit	Qty./Size
Bond papers	ream	2
Tarpaulin	pcs	1
Certificate Holder	pcs	5

C. Facilities and Equipment

1. Internet connectivity
2. Laptop/computer/printer
3. LCD Projector
4. Sound System

Expected Outcome

MOU Ceremonial Signing. Participants are expected to actively interact in the seminar. Takedown notes for future reference and applies them in their respective research endeavors and instruction.

Estimated Budget

Particulars	Cost in peso (Php)
Tarpaulin Printing & Certificates	PhP 1,000.00
Breakfast: (3 pax x 2(day 1 and day 2) x PhP 200.00	PhP 1,200.00
Lunch: (3 pax x 2(day 1 and day 2) x PhP 200.00	PhP 1,200.00
Dinner: (3 pax x 2(day 1 and day 2) x PhP 200.00	PhP 1,200.00
Snacks: 30 pax x 1 PM x PhP 80.00	PhP 2,400.00
TOTAL	PhP 7, 000.00

Prepared by:


REV RHIZZA L. AURE
Head, DPhys

Availability of funds:


ALICIA A. FLORES
Budget Officer

Eduo Rev - STF

Noted by:


MA. THERESA P. LORETO
Dean, CAS

Recommending Approval:


EDGARDO E. TULIN
Vice President, OVPAF

Approved:


DANIEL LESLIE S. TAN
OIC-President

PROGRAM OF ACTIVITIES

MOU Ceremonial Signing Between VSU and DLSU and Physics Seminar

March 14-15, 2024 – Thursday-Friday

<u>DAY/TIME</u>	<u>ACTIVITY</u>	<u>RESPONSIBLE PERSON</u>
DAY 1		
MARCH 14, 2024		
5:50AM	ARRIVAL	
6:00 AM	TRAVEL TO VSU MAIN -BAYBAY CITY	
9:00 AM	ARRIVAL	
12:00 PM	LUNCH	
	PROGRAM	
1:30 PM	INVOCATION	AV
1:35 PM	PAMBANSANG AWIT	AV
1:40 PM	WELCOME ADDRESS	VSU President
2:00 PM	MOU Ceremonial Signing	
2:30 PM	Talk 1	Jazzie Jao, MSc. Department of Software Technology DLSU- Manila
3:00 PM	Talk 2	Rizza Pua, PhD. Balik Scientist, DOST- PCHRD Department of Nuclear and Quantum Engineering KAIST, Daejeon, South Korea
	CLOSING REMARKS	Dr. Ma. Theresa P. Loreto, CAS Dean
4:00 PM	BUSINESS MEETING	
6:00 PM	DINNER	
DAY 2		
MARCH 15, 2024		
7:00 AM	BREAKFAST	
9:00 AM	CAMPUS TOUR	
12:00 PM	LUNCH	
1:30 PM	CAMPUS TOUR (Continuation)	
6:00 PM	DINNER	

Master of Ceremony: Ms. Mary Angelica A. Villocino

Moderator: Asst. Prof. Jeffrey Lloyd L. Cagande

*(*This should include the date, time, opening, closing and the topics to be discussed)*