



Republic of the Philippines
BULACAN AGRICULTURAL STATE COLLEGE
Pinaod, San Ildefonso, Bulacan, Philippines 3010
Office of the President

April 22, 2019

MEMORANDUM NO.19-04-05

TO: Vice Presidents, Deans, Directors and Heads of Units, All Faculty Members

SUBJECT: Commencement Exercises and 2019 Recognition Program Working Committee

This is to inform the field that the 2019 Commencement Exercises of BASC will be set on June 26, 2019 at 8:00 in the morning at BASC Gymnasium.

To ensure smooth and orderly holding of the said affair, the following working committees are :

a. Executive Committee

Honorary Chairperson: Pres. Jameson H. Tan
Over-All Chairperson : VP, ACSA Cecilia S. Santiago
Members : The Administrative Council
The Academic Council

b. Program and Invitation

Chairperson : IEAS Dean Analiza A. Vendicacion
Members : IEAS Faculty

c. Pictorial of Graduating Students

Chairperson : IEAT Dean Alfredo L. Taluban Jr.
Members : Mrs. Aisanne Marie S. McNatt (IM)
Mr. Jayson M. Reyes (IA)
Mrs. Ma. Melanie A. Cruz (IEAT)
Dr. Jennifer P. Adriano (IEAS)
IEAT Faculty
Advisers of Graduating Class

d. Graduation Paraphernalia Including Diploma Holders, Medals and Certificates

Chairperson : Dr. Lauro S. Nuñez
Members : Personnel of the Registrar's Office

e. Reception and Accommodation (Guests, BOT and Awardee), and Preparation of Ribbons/Leis

Chairperson : Dr. Imelda SA. Navarro
Members : RET Personnel



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f. Conduct of Pre-Graduation Activities/Program

Chairperson : Dr. Roberto C. Wagan
Members : Faculty and Staff of OSA
Advisers of Graduating Class

g. Distribution and Collection of Caps and Gowns

Chairperson : IA Dean Julita P. Mendoza
Members : IA Faculty Members and Staff
Advisers of Graduating Class

h. Stage Decoration, Tarpaulin Greetings and Ads

Chairperson : IM Dean Jennifer I. Guevarra
Members : IM Faculty Member and Staff
Advisers of Graduating Class
General Services

i. Publication of Yearbook 2019

Chairperson : IA Asst. Dean Robert A. Capalad
Members : Mrs. Mellanie B. Pascua (IM)
Mr. Kevin C. Reyes (IEAT)
Mr. Jeric Angelo V. Sapiendante (IA)
Dr. Aniano S. Catacutan (MSA)
Mrs. Cynthia M. Sanchez (IEAS)
Dr. Jennifer P. Adriano (MAEd, PhD)
Mr. Salvador Guevarra (BASC-DRT)
Dr. Joel I. Vasallo (BASC-Balagtas)
Ms. Bea T. Vinculado (Admin)
SSC Officers

j. Food Preparation and Serving

Chairperson : Mrs. Maria Krisvie Abigale F. Mendoza
Co-Chairpersons : Ms. Jocelyn A. Espiritu
Ms. Karen Joy C. Giron
Member : BSHM Faculty and Students

k. Plaque & Awards, Citations, Souvenirs & Tokens, Transportation & General Services

Chairperson : Mrs. Minerva D. Arcilla
Co-Chairperson : Ms. Bea T. Vinculado
Members : Administrative and Support Services Personnel

l. Finance and Budget



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Chairperson : Parents and Students Officers of Graduating Class 2019
Co-chairperson : OSA Personnel
Members : Advisers of Graduating Class

m. Grand Marshall, Student Monitoring on Program Participation & Observed Decorum

Chairperson : Mr. Arnold P. Santos
Members : Officers of different organizations

n. Coordination of Activities with Invited Guests, Alumni Assn. & PTCA, and Solicitation of Greetings and Messages

Chairperson : Dr. Analiza A. Vendicacion
Co-chairperson : Dr. Jennifer P. Adriano
Members : Mr. John Edward Y. Cruz
Ms. Jonalyn V. Bautista
Ms. Grace Alison M. Manglallan
Staff, Office of the President

o. Campus Greening and Cleaning, Hall Preparation, and Arrangement of Chairs & Tables

Chairperson : Dir. Melchor I. Pastrana
Co-Chairperson : BASC-DRT Campus Dir. Richard Sarmiento
Members : DRT Campus Faculty and Staff
Fraternity and Sorority Organizations

p. Documentation of Activities, and Coordination with Photographers/Videographers

Chairperson : Dir. Herbert M. De Jesus
Members : PPDO Staff

q. Ushering, Color Bearers, Ceremonial Guard, Order and Discipline (During Commencement and Recognition Programs)

Chairperson : Mrs. Pilar P. Vicmudo
Members : Advisers of Graduating Class
ROTC Offices (Cadet & Cadettes)

r. Conduct of Baccalaureate Mass

Chairpersons : Dr. Josephine G. De Guzman
Mrs. Lorna A. Santos
Member : Faculty of Laboratory High school



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Campus Ministry

s. Cultural Presentation

Chairperson : Mr. Joseph F. Avellanoza
Co-chairperson : Mr. Regulus A. Caibigan

t. Campus Facilities and Venue Improvement

Chairperson : Dir. Melchor I. Pastrana
Co- Chairperson : Dir. Herbert M. De Jesus
Members : PPDO Faculty and Staff
General Services Personnel

u. Lights and Sound System

Chairperson : Mr. Mandy D. Bernardo
Members : Mr. Guilberto M. Villacorte Jr.
Mr. Joel D. Velasquez
Mr. Abner A. Apostol
Mr. Glendy F. Caraig

v. Band/Musical Rendition (overture, National Anthem/BASC Hymn/Marcha de San Ildefonso/ Graduation March/ Choir for Baccalaureate Service)

Chairperson : Mr. Joseph S. Iracta
Co- Chairperson : Mr. Guilberto M. Villacorte
Member : BASC Choir

w. Campus Security, Peace and Order and Parking regulations

Chairperson : Mr. Ronaldo S. Verginiza
Members : Security Personnel

x. Auxiliary, Miscellaneous and Support Services

Chairperson : Dir. Herbert M. De Jesus
Members : Ms. Ma. Krisvie Abigale F. Mendoza
Mr. Rodrigo Buenaventura
Ms. Mae P. Miranda
Ms. Marie Lou R. Reyno

Immediate and wide dissemination of this memorandum is desired.


JAMESON H. TAN, Ed.D.
President