



Republic of the Philippines
North Eastern Mindanao State University

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
 No. 0113 , s. 2025



TO: BOR/University Secretary's Office
 Quality Assurance Office
 Project Management Unit
 Planning Unit
 Information and Communications Technology Unit
 Information Unit and Executive Assistant III
 All others concerned

DATE: February 28, 2025

SUBJECT: ACTIONS OF THE 2ND COORDINATION MEETING FOR THE
 PAGPADAYAG 2025: THE 2ND STATE OF THE UNIVERSITY
 ADDRESS

Greetings of peace and solidarity.

The PAGPADAYAG 2025 aims to deliver the 2nd State of the University Address that is video-driven to achieve less talk while making it engaging with the audience.

Hence, the following units are assigned for the production of videos on the following areas:

Units/Offices	Areas for Video Production
Information Unit	Topnotchers in Board Examinations Top-performing Schools Student Competitions in various levels
BOR/University Secretary's Office and Legal Unit	Notable BOR Resolutions and MOAs/MOUs Other activities through the Office of the Commissioner (of which NEMSU has participated/involved)
Project Management Unit and Planning Unit	Infrastructure Projects (internally and externally funded), including those for implementation
Quality Assurance Office	COPC and AACUP Accreditation Status including future applications for PQA, AACUP Institutional Accreditation, THE and QS World Ranking of Universities
ICT and Information Units	Official NEMSU Hymn AVP
ICTU and Executive Assistant	PAGPADAYAG Intro Video

Script Development and Checking: until February 28, 2025
 Production/Video-editing: March 3-5, 2025 every 1:00-5:00 PM
 Post-production/feedbacking: March 6-7, 2025 every 1:00-5:00 PM
 Final Production/viewing: March 10, 2025 9:00 AM at ICTU

The assigned unit can choose their respective script writers and voice-over artists. The Executive Assistant is responsible for script checking before dubbing. The CITE was already assigned to reinforce the ICTU with 5 students skilled in video editing.



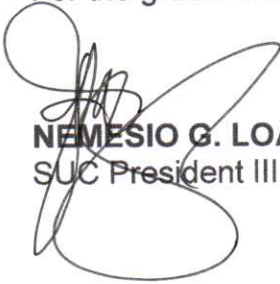


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The videos should not exceed 3 minutes. When very necessary, it should not reach 4 minutes.

For your guidance and strict adherence.

For the grassroots and in the spirit of vibrant leadership,



NEMESIO G. LOAYON
SUC President III