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MEMORANDUM no. 023 s. 2020

To: VPs, AVPs, All Leads, Deans, Principals, Faculty, and Students
Date: May 31, 2020
Subject: Opening of School Year 2020-2021

I. **UNC's Twin Commitment to the Continuity of Learning and Safety of Students, Faculty and Personnel**

Last May 24, 2020, the Commission on Higher Education through CHED COVID Advisory No. 7 reiterated that Colleges and Universities implementing flexible learning may start the next academic year in August 2020. The Department of Education recently announced that face-to-face classes may not be possible even as classes may begin on August 24, 2020 while CHED specified that suspension of face-to-face classes remains until further directives from the IATF. Since the COVID19 pandemic situation is very fluid, new guidelines are issued as the government appreciates new developments and data. UNC adapts and shall be compliant to these guidelines. Although specific directives may change, UNC shall remain consistent with its twin commitments—the safety of our students, faculty and personnel shall be the top priority while we remain committed to the continuity of learning in accordance with UNC's Vision and guided by CHED, LEB, and DepEd guidelines.

“Our RED Ways These Gray Days, Thriving During a Global Pandemic,” UNC's Flexible Learning Solutions to the educational disruption due to the Covid19 Pandemic was implemented immediately after classes were suspended last March 16, 2020 that allowed our students to complete their studies on time and graduate on time. The RED Ways was our Resilient Education Delivery reflective of Bicolanos' and UNCeans' brave ways. Rather than being complacent and waiting for the lifting of the ECQ, the UNC chose to lead its students towards continuing on their quest for knowledge, competencies and values through learning from home strategies.

Based on the remote teaching-learning experiences of our faculty and students, the Resilient Education Delivery of UNC has been further refined and upgraded to version 3.0 and is ready for implementation for the opening of classes in August. The RED Ways or simply RED 3.0 has been crafted by the University Academic team to ensure that the learning experience of every UNCean student is designed along the same nurturing care that UNC is known for.

In response to the many queries, the University of Nueva Caceres is now announcing the official opening of the tertiary level 1st Semester of SY 2020-2021 on **August 17, 2020**, and preschool, elementary and secondary levels on **August 24, 2020**. Classes will begin on these dates through flexible learning solutions and there will be no face-to-face classes until declared safe by our local and national government agencies.

Let me describe UNC's new learning solutions as we adapt to the “new normal.” The UNC RED 3.0 is centered on the continuity of learning of our students through flexible learning solutions in accordance with the CHED policy stated above and in accordance with the principle enunciated by UNESCO Philippines that learning must continue despite the COVID-19 Pandemic. For Basic



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Education, we agree with Secretary Leonor Briones that learning must continue and that can be done through alternative modalities without the students being physically present in the classrooms. We shall continue to conduct wide consultation with the parents on their delivery preference as we keep the safety of our students and young learners as primary consideration in designing our education delivery.

As an academic community, we shall continue to create an environment that would enable our students to achieve their educational goals, whatever their contexts are, wherever they may be, and however learning can be accessed. CHED, in its COVID Advisory No. 6 dated April 13, 2020, has advised that HEIs shall continue to exercise their judgment in the deployment of available flexible learning and other alternative modes of delivery in lieu of in-campus learning if they have the resources to do so. The exercise of discretion by the HEIs and their faculty must be reasonable, transparent and outcome-based validated. As mentioned earlier, CHED Chairperson Prospero De Vera has declared that Higher Education Institutions can start classes in August provided that they are implementing flexible learning modes. On the same note, DepEd in its press release dated April 20, 2020 has announced that they are accelerating the preparation of their Learning Continuity Plan (LCP) and are developing alternative delivery modes of learning. For Law, the Legal Education Board (LEB) in its Memorandum Circular 56 Series of 2020 has declared that law schools are encouraged to design their respective contingency learning plans to the extent that their particular local COVID-19 situation will allow and to adopt innovative ways of teaching and delivery of instruction that will enable continued learning without imposing additional hardship on students, faculty, personnel, and administrative officials during these difficult times.

In line with these directions and given UNC's prime consideration of the safety of its constituents – its students and their parents/guardians, faculty and non-teaching personnel, and other stakeholders, the RED 3.0 is an educational delivery anchored on a **no face-to-face** or physical interaction of faculty and students in the classroom. It is a Flexible Learning Solution to keep our students and faculty safe, and continue to learn from the safety of their homes.

The RED 3.0 is premised on three basic parameters of engaging the students:

1. Inclusive education delivery to capture the learning needs of three groups of students: (1) students with stable connectivity, (2) students with limited connectivity, and (3) students with zero connectivity;
2. Flexible learning delivery that would suit the learning from home conditions of the students and the resources available to the faculty **which can easily be converted to blended learning once IATF, CHED and DepEd allow face-to-face classes, with an option for parents and students to continue learning from home to reduce the risk of exposure to the virus while saving transportation cost and board and lodging costs;**
3. Outcome-based education delivery considering the learning pace of the students.

UNC's strategic vision is a Future-Ready Outcome-Based Education Leader in Bicol. To overcome the educational disruptions forced upon us by the COVID-19 Pandemic, we must fast



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track all our plans. We assure all incoming and returning students of UNC that School Year 2020-2021 will be a school year like no other. Together, we can make the new school year a unique and productive student life experience for all.

II. Student's Choice and Pace: UNC Continues to be a Nurturing University through Modular Modality and Flexible Tech-Driven Modality

The UNC RED Ways 3.0 delivery will be through two types of modalities which our students may choose from:

- 1) Modular Modality. This modality will cater to students who have zero internet connectivity at home. The RED Learning Kits will be distributed to students belonging to this group. These are very detailed course guides reflecting what should happen every month in the entire duration of the semester. These will guide students on what to learn and how to learn the subject matter. The Kit will be in printed form and will be given to the students upon enrollment or prior to the start of the first semester classes. The course guide will contain the following essential elements, but not limited to:
 - Course objectives
 - Course outline
 - Learning materials covering all topics in the course outline
 - Course requirement and grading system
 - Assignments with due dates (e.g term papers, reports)
 - Projects with due dates (culminating activity/requirement)
 - Compilation of all reading resources (chosen by the faculty)
 - Examination schedule

The RED Learning Kit is designed for self-directed learning with periodic consultation with the teachers. The teacher's "remote" presence is reflected in this very detailed course guide. The Kit is the teacher itself because it will have a personalized element, as if the teacher is talking to the students. It is a "home study with the teacher."

Students, while on self-study mode as guided by the very detailed course guide, will still be under the supervision of their professor who shall be available for consultation during the subject period in accordance with the schedule of classes. Both students and professor may use such time to thresh out difficult subject areas or where students may require further help. Consultation may be done through phone calls or other means of communication agreed upon.

- 2) Flexible Tech-Driven Modality. This modality will serve students who have internet connectivity at home, either stable or intermittent/unstable. If the students belong to the latter group, they may, however, choose the Modular Modality especially if they are facing challenging situations such as network instability or personal



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circumstances (e.g., limited means to support need for equipment such as laptops, WiFi, internet connection, and load).

There will be a Learning Management System (LMS) bundled with other educational tech support which will be used for the educational delivery of courses. Professors will orient students on the mechanics of using the platform. With the use of the LMS, classes may be delivered asynchronously wherein students and their professor will work on course activities at different times from their homes. Discussions, however, may be conducted with the professor and peers or classmates when convenient via the platform's discussion boards or through email and private messages.

The asynchronous course delivery allow students the flexibility of listening to lectures, viewing videos, engage in readings and doing class works when it fits their schedules. They will be on self-directed learning as guided by the very detailed course guide uploaded in the platform. The course guide will have all the communication channels of the professors which they can use to contact them for consultation purposes.

At certain times, synchronous course delivery may also be the mode of learning wherein the students will log in to their class at a set time and work through lessons with their classmates, groupmates, and professor.

III. Coherence in Fulfilling UNC's Value Proposition

In the curriculum implementation of the University, whether using the Modular or Flexible Tech-driven modality, the quality of the learning experience that UNC promises to deliver will be faithful to the **University Core Purpose: To Ensure that Everybody Makes It**. Therefore, there should always be consistency in operationalizing and satisfying the expectations of our promised value adds to our student as seen in Program Outcomes focused on graduate employability and the UNC graduate attributes (ExC⁴E²L):

- Excellence driven
- Culturally-rooted with multi-cultural understanding
- Collaborative
- Creative and critical thinker
- Compleat leader (accomplished, masterful, great leader)
- Effective communicator
- Ethically and socially responsible
- Lifelong learner

IV. The Role of Students and Parents

The UNC tagline, "**A Nurturing Education for a Better Tomorrow for All**," speaks of the University's desire to be an engaged partner in realizing the students' and their parents' aspirations. The UNC administration, faculty and staff will continue to fulfill the mission of nurturing



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students towards a future-ready purposeful life despite this pandemic that we are facing. Just like the rest of the world, we have to accept that there will be a new normal; we need to cope, survive and thrive. With UNC's RED 3.0 Flexible Learning Solutions, students shall be able to adapt to new situations and to build in themselves the attitudes of resiliency, agility, and grit, in the pursuit of achieving their dreams to finish their studies and to live their lives' purpose. Together with them are their parents and guardians who are partners of the University in helping achieve the goals of their children. The role of parents and guardians as partners in building the competencies and values of children is very essential especially for those in the preschool, elementary, and secondary levels.

Part of the implementation of the UNC RED Ways 3.0 solutions is an orientation of the parents on the learning designs so they will be in a better position to understand how the lessons will be conducted through the two modalities described above.

V. Timelines and Online Enrollment

We are happy to announce that the reservation process which started last February 1, 2020 is ongoing with a very positive response. Enrollment shall be done online. To enroll, please visit the website <https://www.unc.edu.ph/join-unc/>

Please take note of the following important dates for SY 2020-2021:

- Ongoing Reservation Program
- June 8 to June 15 Early Enrolment, All Levels
- June 16 to August 15 Regular Enrolment, All Levels
- August 17 First Day of Formal Classes, Tertiary Level
- August 24 First Day of Formal Classes, Basic Education (Preschool, Elementary, JHS and SHS Levels)

VI. No Tuition Fee Increase and Lenient Payment System

The COVID19 Pandemic has brought about not just health risks but also economic difficulties to our parents and students. Despite these situations, our survey shows that education continues to be a priority investment of our stakeholders. While we aim to deliver quality learning outcomes, we shall also keep it at an accessible and affordable cost. Therefore, there will be no tuition fee increase for the coming school year, and in fact, miscellaneous cost of Flexible Tech-Driven learning shall be brought down by an average of 20%, depending on the college department. In addition, our finance team has crafted guidelines for leniency in the payment of school fees in keeping with our belief that it is better for your children to be in school than out.

VII. Scholarships, Discounts and Financial Aid.

The Everybody Shares Program is a financial aid window where UNC's stakeholders specifically our alumni, benefactors and even our own faculty and staff contribute to provide support to students needing help to enroll. This augments the scholarship programs implemented by UNC with partners from national government agencies and local government units, private organizations and external benefactors, including scholarships from CHED through UNIFAST.



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To know more about the scholarship program as donor or scholarship applicant, please contact our Scholarship Director, Ms. Ma. Theresa Fajardo at mariatheresa.fajardo@unc.edu.ph.

VIII. Keeping UNC Campus Compliant to Safety and Health Standards for COVID19 Risk Prevention and Reduction

The University keeps updated on all IATF advisories as well as LGU Naga City guidelines to ensure that the University Guidelines for COVID-19 Risk Prevention and Reduction are compliant and updated. We have just recently issued the GCQ and Post GCQ Work Place Safety Measures in accordance with DTI and DOLE guidelines to get our faculty and personnel ready to return to work. UNC has inventoried its business processes to determine which can be done from remote operation such that personnel handling these processes may continue to work from home without affecting individual and institutional productivity while minimizing exposure to the virus.

We shall also adopt the prescribed health safety standards including social distancing policy applicable to the face-to-face classroom learning once allowed.

IX. UNC Getting Ready for a Unique and Wow Learning Experience for the SY 2020-2021

The opening of the school year is always a happy event. We intend to keep it that way. UNC had carefully created the Education Delivery Plan for SY 2020-2021 to ensure that we keep our young children and students safe from the virus while maintaining the quality educational proposition that the University of Nueva Caceres is known for. Our administration, faculty and staff had been working continuously to make sure that the Flexible Learning Solutions meet CHED, LEB and DepEd standards and quality assurance requirements, and most importantly, that every UNCean learner shall be honed to live our core values towards a purposeful life following our school motto, Non Scholae, Sed Vitae.

We, however, cannot do this alone. We look upon the support of our parents, alumni, industry collaborators, local government and national agency partners. We shall actively seek out the ideas and thoughts of our parents, alumni, student leaders and stakeholders to make sure that our RED Ways 3.0 is responsive and relevant. The Flexible Learning Modalities that UNC has crafted are solutions which may not be perfect but are good solutions that can be perfected as we put them into practice. What is important is every UNCean actively contributes to its successful implementation.

X. With you and with God's grace, UNC will thrive.

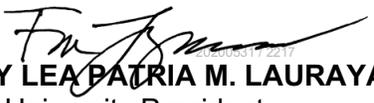
On a personal note, the past 75 days of the COVID19 Pandemic lockdown were difficult days. We thread on a path that had never been travelled before. I thank the UNC family and its sister schools, the National Teachers College, the Mapua University, and the Malayan Group of Schools, for the sharing of information and assurance of support. We looked at various models both here and abroad because the fight against the Pandemic is not ours alone. I thank our student leaders and the Parents Teachers Council for their openness as we sought their thoughts and wisdom in moving forward. As I also worked from home, it gave me time to reflect on this crisis and what is expected of me—of us. Through UNC, we offer the best of ourselves in service, to do good and take this crisis as an opportunity to do more. Rather than falter, we choose to



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discover and innovate on leading edge solutions. With God's grace, the UNCeans' qualities of being brave and upright will help us thrive in this pandemic. Let us learn and heal as one.

With these, I say, welcome to UNC—your Nurturing Education Partner for Better Tomorrows for All.


DR. FAY LEA PATRIA M. LAURAYA
University President