



6 December 2021

**MEMORANDUM NO. 710**  
Series of 2021

**T O: All Concerned Faculty and Staff**

**R E: Task forces for the Online AACCUP Accreditation (Level IV) of the Bachelor of Science in Development Communication (BSDC) in February 2022**

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **chairperson, co-chairperson, and members** of the **Task Forces** for the Online Accreditation (Level IV) of the Bachelor of Science in Development Communication (BSDC) effective November 1, 2021 until March 31, 2022 or unless sooner revoked or terminated by higher authorities.

AREA/TASK FORCE MEMBERS	RESPONSIBILITIES
<b>A. Overall Coordination</b>  Dr. Rotacio S. Gravoso	1. Oversees the preparation and submission of the Narrative Profiles, Compliance Reports ( <i>based on the findings and recommendations of the accreditors during the previous visit</i> ), and other documents needed for the accreditation of the MS in DEVCOM program;  2. Takes charge in the presentation of the BS in DevCom program during the seminar.
<b>B. Area Incharge</b>	1. Take charge in the preparation of the Narrative Profile of the assigned area  2. Submit to ODQA (formerly QAC) e-copies of the Narrative Profiles and other needed documents during the designated deadlines.  3. Upload documents in the Google Site to be shared to the in-house evaluators and the AACCUP accreditors  4. Inform the ODQA regarding your readiness to submit your documents for evaluation  5. Serve as local counterparts of the AACCUP accreditors  6. Attend follow up meetings called by the
<b>Area 1 – Research</b>  Chairperson: Dr. Rotacio S. Gravoso Member: Prof. Jedess Miladel N. Salomon	
<b>Area 2 - Performance of Graduates</b>  Chairperson: Mr. Jed Asaph D. Cortes Member: Ms. Isabelle Mae J. Amora	
<b>Area 3 – Community Service</b>  Chairperson: Dr. Editha G. Cagasan Member: Ms. Lourence Mae L. Alkuino	

	ODQA or OP
<b>Area 4 - International Linkages and Consortia</b>  Chairperson: Dr. Ulderico B. Alviola Member: Ms. Mariane B. Ubay	
<b>Area 5 - Planning Process</b>  Chairperson: Prof. Jude Nonie A. Sales Member: Ms. Claudette Meli Hoff A. Garduce	

For your guidance.

  
**EDGARDO E. TULIN**  
President