



22 June 2020

MEMORANDUM NO. 168

Series of 2020

T O: Dr. Editha G. Cagasan
R E: Designation as Director for Quality Assurance

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as Director for Quality Assurance effective July 1, 2020 until December 31, 2020 or unless sooner revoked or terminated by higher authorities.

As Director, you are directed to:

1. Coordinate the implementation of quality assurance activities of the university;

AACCUP Quality Assurance Coordinating Office

- a. Lead in all activities and preparation of materials needed for AACCUP accreditation of programs in the VSU system;
- b. Record and analyze data and provide interpretation of results and monitor implementation of quality standard set by AACCUP.

CHED Quality Assurance Coordinating Office


- a. Coordinate and lead all activities related to SUC leveling, RQAT, ISA CHED Assessment and Monitoring.
- b. Review and propose effective and efficient procedures followed by the university in the preparation of documents required for the final examination during the accreditation activities.

International Quality Assurance Coordinating Office

- a. Oversee the Quality Management Systems (QMS) implementation for ISO 9001:2015 certification seeing to it that set standard is maintained and/or improved.
- b. Coordinate the certification activities of AUN-PQ, Washington Accord and other international quality assurance activities including the implementation and monitoring of quality standards set by the accrediting agencies.
- c. Review and propose effective measures to ensure quality is maintained as required.

Moreover, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


EDGARDO E. TULÍN
President

cc: OVPAA
OVPAF
OVPREI
OVPSAS
OVP PAux
OUS
Deans
Directors
ODF/Budget
ODAHRD/PRPEO
QAC
Accounting
Cash
Registrar
COA
IASO
Records
File