



18 November 2021

**MEMORANDUM NO. 679**  
Series of 2021

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

**R E: Revised Task forces for the Online AACCUP Accreditation (Level IV) of the Master of Agricultural Development- Education cluster (MAGDev - Education) on December 8-12, 2021**

In view of the Online AACCUP Accreditation (Level IV) of the Master of Agricultural Development-Education cluster (MAGDev-Education) on December 8-12, 2021, you are hereby designated as **Coordinators, Chairpersons and Members** of the Task Force effective August 1, 2021 until December 31, 2021 or unless sooner revoked or terminated by higher authorities.

AREA/TASK FORCE MEMBERS	RESPONSIBILITIES
<b>A. Overall Coordination</b>  Dr. Deejay M. Lumanao (OPO Director)  <b>Assistant Co-ordinator</b>  Mr. Jesus Freddy Baldos	1. Oversee 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 MAGDev-Education program;  2. Coordinate the preparation for the presentation of the MAGDev-Education program's narrative profiles 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. Supervise uploading of documents in the Google Site to be shared to the in-house evaluators and the AACCUP accreditors  4. Inform the ODQA regarding the program's readiness to submit documents for evaluation
<b>Area 1 – Research</b>  Chair: Prof. Jedess Miladel M. Salomon – NARC Member: Dr. Deejay M. Lumanao – OPO/DSS	
<b>Area 2 - Performance of Graduates</b>  Chair: Mr. Jemboy M. Cadenas - DAEEEx Member: Ms. Isabelle Mae Amora – DDC	

<b>Area 3 – Community Service</b>  Chair: Dr. Milagros C. Bales – DAEEEx Member: Ms. Mariane B. Ubay	5. Serve as local counterparts of the AACCUP accreditors
<b>Area 4 - International Linkages and Consortia</b>  Chair: Dr. Rotacio S. Gravoso –DDC Member: Mr. Virgelio C. Dargantes, Jr. - DAEEEx	6. Attend follow up meetings called by the ODQA or the Office of the President (OP)
<b>Area 5 - Planning Process</b>  <b>Chair:</b> Dr. Lijueraj J. Cuadra – DAEEEx <b>Member:</b> Prof. Jude Nonie A. Sales –DDC	

For your guidance.

  
**EDGARDO E. TULIN**  
President

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