



6 December 2021

MEMORANDUM NO. 705
Series of 2021

T O: All Concerned Faculty and Staff

R E: Task forces for the Online AACUP Accreditation (Level IV) of the Bachelor of Science in Computer Science (BSCS) 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 BS in Computer Science effective November 1, 2021 until March 31, 2022 or unless sooner revoked or terminated by higher authorities.

AREA/TASK FORCE MEMBERS	RESPONSIBILITIES
A. Overall Coordination Prof. Magdalene C. Unajan	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 BS in Computer Science program; 2. Takes charge in the presentation of the BS in Computer Science program during the seminar.
B. Area Incharge	1. Take charge in the preparation of the Narrative Profile of the assigned area
Area 1 – Research Chairman: Prof. Magdalene C. Unajan Member: Mr. Joseph C. Martinez	2. Submit to ODQA (formerly QAC) e-copies of the Narrative Profiles and other needed documents during the designated deadlines.
Area 2 - Performance of Graduates Chairperson: Mr. Jomarie Joseph A. Barrera Member: Ms. Jonah Flor V. Oraño	3. Upload documents in the Google Site to be shared to the in-house evaluators and the AACUP accreditors 4. Inform the ODQA regarding the program's readiness to submit documents for evaluation
Area 3 – Extension / Community Service Chairperson: Mr. Eugene Val D. Mangaoang	5. Serve as local counterparts of the AACUP accreditors

Member: Mr. Michael Anthony Jay B. Regis	6. Attend follow up meetings called by the ODQA or OP
Area 4 - International Linkages and Consortia Chairperson: Ms. Maricel V. Lim Member: Ms. Elizabeth M. Sebios	
Area 5 - Planning Process Chairperson: Dr. Jude B. Rola Member: Mr. Rodney M. Maniego Jr.	

For your guidance.


EDGARDO E. TULIN,
 President