



Visayas State University

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Office of the President

7 April 2016

MEMORANDUM NO. 102

Series of 2016

T O: Taskforce Committee Members for Institutional Accreditation

R E: Workshop for 2nd Round AACCUP Institutional Accreditation

In preparation for the 2nd Round AACCUP Institutional Accreditation scheduled this year, you are hereby enjoined to attend a workshop on May 10-12, 2016 at the Center for Continuing Education (1st Floor).

The workshop aims to enable the participants to:

- a) be familiar with the new OBE instruments
- b) prepare the institutional portfolio and
- c) identify required supporting documents

Registration starts at 8:30 AM on May 10, 2016. Participants are required to bring laptop computer. Snacks and lunch will be served.

Your personal presence and punctual attendance are expected.

EDGARDO E. TULIN

5 President



VISAYAS STATE UNIVERSITY

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QAC

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March 28, 2016

QAC Document # 7

Series of 2016

Dr. Edgardo E. Tulin

President

Visayas State University

Visca, Baybay City



Dear Dr. Tulin:

In connection with the Institutional AACUP Accreditation (Round 2) to be conducted on November 21 – 25, 2016, I would like to request for a conduct of a workshop to be participated in by the Task Force Committee members of the nine (9) areas to be evaluated. The workshop aims to:

- Familiarize with the new instruments (Institutional Portfolio and the Master Survey Instrument)
- Prepare Institutional Portfolio per area
- Identify supporting documents required per area
- Comply with the recommendations given during the 1st round of Institutional Accreditation

I would like to further request for financial support during the conduct of the workshop to be conducted on May 10 to 12 at the CCE 1st Floor. Please see attached schedule of activities and budget estimate.

Hoping for your positive response. Thank you.

Very truly yours,

L. Noriel

LUALHATI M. NORIEL

Director for Quality Assurance

Recommending Approval:

Beatriz S. Belonias
BEATRIZ S. BELONIAS

Vice Pres. For Instruction

Approved:

Edgardo E. Tulin
EDGARDO E. TULIN
President

Remberto A. Patindol
REMBERTO A. PATINDOL

Vice President for Admin and Finance

Vision: The premier university of science and technology in the Visayas.

Mission: Provide excellent instruction, conduct relevant research and foster community engagement that produce highly competent graduates necessary for the development of the country.

Workshop for Institutional Accreditation (Round 2)

May 10 – 13, 2016

Quality Assurance Center

Schedule of Activities

DATE/TIME	ACTIVITY	UNIT/ PERSON /S INVOLVE	# OF PERSON	REMARKS
May 10 9:00 AM	Opening Program Presentation of the New Instruments Compliance report based on recommendations during the 1 st Round	QAC	70	Task Force Committee Members should attend the morning session
12:00 NN	Lunch break	Honey Colis		
1:00 PM	Workshop Area 1 – Governance and Management Area 2 - Teaching, Learning and Evaluation Area 3 - Faculty	Task Force Committee members of area1, area 2 and area 3	25	Will be done by Area
May 11 8:00AM – 5:00PM	Continuation of workshop Area 4 –Research Area 5 – Extension, Consultancy and Linkages Area 6 – Support to Students Area 7 – Library Area 8 – Infrastructures and Learning resources Area 9 – Quality Assurance Culture	Task Force Committee members of area 4, 5, 6, 7, 8, 9	45	
12:00 NN	Lunch Break	Honey Colis	45	
May 12 8:00 AM – 5:00PM	Presentation of Output by Area	Task Force Committee assigned	55	All are expected to attend to give comments/suggestions
12:00 NN	Lunch Break		55	

WORKSHOP FOR INSTITUTIONAL ACCREDITATION (ROUND 2)

MAY 10 – 12, 2016 @ CCE 1ST FLOOR

BUDGETARY ESTIMATE

DATE	MEAL	PRICE PER PERSON (P)	NO. OF PERSON	TOTAL AMOUNT(P)
May 10	Snack (AM)	50	70	3500
	Snack (PM)	50	25	1250
	Lunch	170	70	11900
May 11	Snack (AM)	50	45	2250
	Snack (PM)	50	45	2250
	Lunch	170	45	7630
May 12	Snack (AM)	50	55	2750
	Lunch	170	55	9390
Miscellaneous				1000
Grand Total				41880.00