



3 March 2021

MEMORANDUM NO. 334
Series of 2021

T O: All Concerned Faculty and Staff

R E: Task force for the Online AACUP Accreditation (Level 1) of the Master of Education (MEd), major in English, Biology, Chemistry, and Physical Education on April 19-23, 2021

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **members** of the **Task Force** for the Online Accreditation (Level 1) of the **Master of Education (MEd), major in English, Biology, Chemistry, and Physical Education**, effective immediately until April 30, 2021 or unless sooner revoked or terminated by higher authorities.

AREA FACULTY/STAFF INCHARGE	RESPONSIBILITIES
A. Overall Coordination Dr. Joel Q. Mabalhin (Head, DTE)	1. Oversee the preparation of the Program Performance Profiles (PPPs), Supporting Documents (<i>based on the survey instruments for the programs</i>), Compliance Reports (<i>based on the findings and recommendations during the previous visit</i>), and other documents needed for the accreditation of the Master of Education (MEd), major in English, Biology, Chemistry, and Physical Education; 2. Coordinate with ODQA for any concern related to the AACUP accreditation of the MEd program.
A. Area Incharge I (VMGO) - Dr. Charis B. Limbo & Ms. Sheena Eunice B. Tabudlong II (Faculty) - Prof. Marilyn N. Manaig & Mr. Jay C. Bansale III (Curriculum and Instruction) - Dr. Rosario P. Abela IV (Support to Students) - Dr. Avelina V. Oclitaria	1. Take charge in the preparation of the Program Performance Profile (PPP), supporting documents and compliance report for your assigned area/s; 2. Submit to ODQA (formerly QAC) e-copies of the Program Performance Profile (PPP) , Supporting Documents (<i>based on the survey instruments for the programs</i>), Compliance Reports (<i>based on the findings and recommendations during the previous visit</i>), and other needed documents during the designated deadlines;

<p>V (Research) - Dr. Leo A. Mamolo, Dr. Shalom Grace Sugano & Mr. Jose Celso S. Perez, Jr.</p> <p>VI (Extension and Community Involvement) Dr. Joel Q. Mabalhin, Prof. Joy A. Bellen & Mr. Lyndon L. Maningo</p> <p>VII (Library) - Ms. Marievic S. Flores</p> <p>VIII (Physical Plant and Facilities) - Dr. Rizalina D. Truya</p> <p>IX (Laboratories) - Ms. Crisyl S. Compendio</p> <p>X (Administration) - Dr. Bayron S. Barredo</p>	<p>3. Upload documents in the google drive to be shared to the in-house evaluators and the AACCUP accreditors;</p> <p>4. Inform the ODQA regarding your readiness to submit your documents for in-house evaluation;</p> <p>5. Serve as local counterparts of the AACCUP accreditors</p> <p>6. Attend follow up meetings called by the ODQA or OP.</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

For your guidance.


EDGARDO E. TULIN
 President