



5 September 2022

MEMORANDUM NO. 664
Series of 2022

T O: All Concerned Faculty and Staff

R E: Task force for the Online AACCUP Accreditation (Level III) of the program Bachelor of Secondary Education in October, 2022 – VSU Tolosa

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 III) of the program Bachelor of Secondary Education, effective September 2, 2022, until October 31, 2022 or unless sooner revoked or terminated by higher authorities.

AREA/ FACULTY/ STAFF INCHARGE	RESPONSIBILITIES
A. Program Coordinator Dr. Marilou B. Peñeda	1. Oversee the preparation of the Narrative Profiles (NPs), 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 Bachelor of Secondary Education program; 2. Coordinate with OQA for any concern related to the AACCUP accreditation of the Bachelor of Secondary Education program. 3. Inform the OQA regarding the program's readiness to submit documents for self-survey evaluation;
B. Mandatory Areas Area In charge Area 1 – Instruction Chairperson: Frank Britz V. Cadavis Members: Syra C. Cinco Ma. Theresa Solis Area 2 – Extension Chairperson: Eloisa N. Casane Members: Hyacinth A. Lamiseria Arnold M. Ty Vanessa C. Alicando	1. Take charge in the preparation of the Narrative Profiles (NPs), supporting documents and compliance report for the assigned area/s; 2. Submit to OQA e-copies of the Narrative Profiles (NPs), 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; 3. Upload documents in the google drive / google site / web page to be shared to the self-survey evaluators and the AACCUP accreditors; 4. Serve as local counterparts of the AACCUP accreditors;

<p>C. Chosen Areas</p> <p>Area In charge</p> <p>Area 3 – Licensure Exam</p> <p>Chairperson: Eugenio L. Permejo Member: Virgencita Ibañez</p> <p>Area 4 – Consortia or Linkages</p> <p>Chairperson: Mark Donald E. Balo Members: Amos M. Calamaya Danilo D. Leros Jonna G. Creer</p>	<p>5. Attend follow up meetings called by the OQA Tolosa, ODQA Main Campus or OP.</p>
---	---

For your guidance.


EDGARDO E. TULIN
 President