



9 August 2021

MEMORANDUM NO. 563

Series of 2021

T O: All Concerned Faculty and Staff

R E: Task forces for the Online AACCUP Accreditation (Level IV) of the Master of Science in Development Communication (MS in DevCom) on December 8-12, 2021

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **coordinator, chairperson, and members** of the **Task Forces** for the Online Accreditation (Level IV) of the MS in Development Communication effective August 1, 2021 until December 31, 2021 or unless sooner revoked or terminated by higher authorities.

AREA/TASK FORCE MEMBERS	RESPONSIBILITIES
A. Overall Coordination Dr. Rotacio Gravoso	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 MS in DEVCOM program; 2. Coordinates the preparation for the presentation of the MS in DevCom program's narrative profiles during the seminar.
B. Area Incharge	1. Take charge in the preparation of the Narrative Profile of the assigned area
Area 1 – Research Chairperson: Dr. Rotacio S. Gravoso Member: Prof. Jedess Miladel M. Salomon	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. Jed Asaph D. Cortes Member: Ms. Isabelle Mae J. Amora	3. Supervise uploading documents in the Google Site to be shared to the in-house evaluators of VSU and the AACCUP accreditors 4. Inform the ODQA regarding the program's readiness to submit documents for evaluation
Area 3 – Community Service Chairperson: Dr. Editha G. Cagasan Member: Ms. Lourence Mae L.	5. Serve as local counterparts of the AACCUP accreditors 6. Attend follow up meetings called by the ODQA

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Area 4 - International Linkages and Consortia Chairperson: Dr. Ulderico B. Alviola Member: Ms. Mariane B. Ubay	
Area 5 - Planning Process Chairperson: Prof. Jude Nonie A. Sales Member: Ms. Claudette Meli A. Garduce	

For your guidance.


EDGARDO E. TULIN
President