



18 November 2021

**MEMORANDUM NO.** 680  
Series of 2021

**T O: All Concerned Faculty and Staff**

**R E: Revised Task forces for the Online AACCUP Accreditation (Level IV) of the Master of Science in Agricultural Education on December 8-12, 2021**

In view of the Online AACCUP Accreditation (Level IV) of the Master of Science in Agricultural Education on December 8-12, 2021, you are hereby designated as **Coordinators, Chairpersons and Members** of the Task Force effective August 1, 2021 until December 31, 2021 or unless sooner revoked or terminated by higher authorities.

| AREA/TASK FORCE MEMBERS   | RESPONSIBILITIES  |
|---|---|
| <b>A. Overall Coordination</b><br><br>Dr. Lijueraj J. Cuadra                              | 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 Agricultural Education program;<br><br>2. Coordinates the preparation for the presentation of the MS in Ag. Education program's narrative profiles during the seminar.  |
| <b>B. Area Incharge</b>   | 1. Take charge in the preparation of the Narrative Profile of the assigned area<br><br>2. Submit to ODQA (formerly QAC) e-copies of the Narrative Profiles and other needed documents during the designated deadlines.<br><br>3. Supervise uploading of documents in the Google Site to be shared to the in-house evaluators of VSU and the AACCUP accreditors<br><br>4. Inform the ODQA regarding the program's readiness to submit documents for evaluation<br><br>5. Serve as local counterparts of the AACCUP accreditors |
| <b>Area 1 – Research</b><br><br>Ms. Aiza C. Oracion                                       |   |
| <b>Area 2 - Performance of Graduates</b><br><br>Dr. Karen Luz P. Yap                      |   |
| <b>Area 3 – Community Service</b><br><br>Dr. Milagros C. Bales                            |   |
| <b>Area 4 - International Linkage and Consortia</b><br><br>Mr. Virgelio C. Dargantes, Jr. |   |

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| <b>Area 5 - Planning Process</b><br><br>Dr. Lijueraj J. Cuadra | 6. Attend follow up meetings called by the ODQA or OP |
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For your guidance.

  
**EDGARDO E. TULÍN**  
President