


MEMORANDUM NO. 567  
Series of 2024

TO: **All Concerned Faculty and Staff**

RE: **Task force for the Online Preliminary Survey Visit (PSV) AACCUP Accreditation of the program Bachelor of Science in Meteorology (BSMet) on September 23-27, 2024**

FROM:   
**DR. PROSE IVY. G YEPES**  
University President

DATE: **July 1, 2024**

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 Preliminary Survey Visit (PSV) AACCUP Accreditation of the program Bachelor of Science in Meteorology (BSMet) effective June 4, 2024 until October 15, 2024 or unless sooner revoked or terminated by higher authorities.

AREA/ FACULTY/ STAFF INCHARGE	RESPONSIBILITIES
<b>A. Program Coordinator</b>  Engr. Charlie S. Andan	<ol style="list-style-type: none"><li>1. Oversee the preparation of the Preliminary Survey Visit Online Accreditation, Supporting Documents <i>(based on the survey instruments for the programs)</i>;</li><li>2. Coordinate with QAC for any concern related to the PSV AACCUP accreditation of the BSMet program.</li><li>3. Inform the QAC regarding the program's readiness to submit documents for in-house evaluation;</li></ol>
<b>B. Area Incharge</b>  <b>Area I (VMGO)</b> Chairperson: Engr. Daniel C. Lor Members: Ms. Lorna B. Abamo  <b>Area II (Faculty)</b> Chairperson: Engr. Charlie S. Andan Members: Ms. Lorna B. Abamo  <b>Area III (Curriculum and Instruction)</b> Chairperson: Mr. Daniel C. Lor Member: Ms. Lorna B. Abamo	<ol style="list-style-type: none"><li>1. Take charge in the preparation of the Preliminary Survey Visit (PSV), supporting documents and compliance report for the assigned area/s;</li><li>2. Submit to QAC e-copies of the <b>Supporting Documents</b> <i>(based on the survey instruments for the programs)</i>, and other needed documents during the designated deadlines;</li><li>3. Upload documents in the google drive to be shared to the in-house evaluators and the AACCUP accreditors;</li><li>4. Serve as local counterparts of the AACCUP accreditors;</li></ol>

<p><b>Area IV (Support to Students)</b>  Chairperson: Ms. Alma G. Flandez  Member: Ms. Chona A. Brit  Mr. Junito Panonce  Ms. Christie Cyrene T. Tauy  Mr. Kent John  Mr. Norbert Villas  Ms. Meriam Luna  Ms. Sheila Marie C. Lemos  Mr. Junard Gucela</p> <p><b>Area V (Research)</b>  Chairperson: Engr. Charlindo S. Torrion  Member: Ms. Lorna B. Abamo</p> <p><b>Area VI (Extension and Community Involvement)</b>  Chairperson: Engr. Charlindo S. Torrion  Member: Ms. Lorna B. Abamo</p> <p><b>Area VII (Library)</b>  Chairperson: Mr. Vicente A. Gilos  Member: Ms. Jovelyn H. Mabuan</p> <p><b>Area VIII (Physical Plant and Facilities)</b>  Chairperson: Engr. Rotsen B. Labisores  Member: Ms. Lorna B. Abamo</p> <p><b>Area IX (Laboratories)</b>  Chairperson: Engr. Rud Luis G. Gonzaga  Member: Mr. Emmanuel P. Lesidan</p> <p><b>Area X (Administration)</b>  Chairperson: Engr. Charlie S. Andan  Member: Ms. Lorna B. Abamo</p>	<p>5. Attend follow up meetings called by the QAC or OP.</p>
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For your information and usual support.

cc: QAC  
Records  
File