



6 December 2021

MEMORANDUM NO. 708

Series of 2021

T O: All Concerned Faculty and Staff

R E: Task forces for the Online AACUP Accreditation (Level IV) of the Bachelor of Science in Biology (BS in Biology) in February 2022

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated as **chairperson, co-chairperson, and members** of the **Task Forces** for the Online Accreditation (Level IV) of the BS in Biology effective November 1, 2021 until March 31, 2022 or unless sooner revoked or terminated by higher authorities.

AREA/TASK FORCE MEMBERS	RESPONSIBILITIES
A. Overall Coordination Dr. Analyn M. Mazo	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 BS in Biology program; 2. Takes charge in the presentation of the BS in Biology program 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. Humberto R. Montes, Jr Members: Mr. Ris Menoel R. Modina Prof. Eunice Kenée L. Serião Ms. Fretzeljane O. Pogado	2. Submit to ODQA (formerly QAC) e-copies of the Narrative Profiles and other needed documents during the designated deadlines. 3. Upload documents in the Google Site to be shared to the in-house evaluators and the AACUP accreditors
Area 2 - Performance of Graduates Chairperson: Prof. Julissah C. Evangelio Members: Prof. Art Russel R. Flandez Mr. Ted Dominique S. Belonias Dr. Donna M. Guarte	4. Inform the ODQA regarding the program's readiness to submit documents for evaluation 5. Serve as local counterparts of the AACUP accreditors
Area 3 – Community Service	6. Attend follow up meetings called by the

Chairperson: Prof. Senona A. Cesar Members: Mr. Rafael Junnar P. Dumalan Mr. Ern Oliver C. Balondo Prof. Berna Lou A. Regis	ODQA or OP
Area 4 - International Linkages and Consortia Chairperson: Dr. Analyn M. Mazo Member: Ms. Honeylene V. Ongy	
Area 5 - Planning Process Chairperson: Prof. Rosalina D. Poliquit Members: Ms. Kyza Mae M. Ramoneda Dr. Darius Noel C. Miñoza	

For your guidance.


EDGARDO E. TULIN
 President