



6 December 2021

MEMORANDUM NO. 706

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 Agricultural and Biosystems Engineering (BSABE) 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 Agricultural and Biosystems Engineering 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 Engr. Eldon P. De Padua	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 BSABE program; 2. Takes charge in the presentation of the BSABE program during the seminar.
B. Area Incharge	1. Take charge in the preparation of the Narrative Profile of the assigned area 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 4. Inform the ODQA regarding the program's readiness to submit the documents for evaluation 5. Serve as local counterparts of the AACUP accreditors
Area 1 – Research Chairperson: Ma. Grace C. Sumaria Member: Gerald D. Ompod Alvin E. Soria	
Area 2 - Performance of Graduates Chairperson: Manuel E. Casangcapan Member: Jucel Marie T. Guatlo Lelanie G. Gulane	
Area 3 – Community Service Chairperson: Arthur I. Tambong	

Member: Susana B. Miñoza	6. Attend follow up meetings called by the ODQA or OP
Area 4 - International Linkages and Consortia Chairperson: Eldon P. De Padua Member: Angie R. Bucal	
Area 5 - Planning Process Chairperson: Eldon P. De Padua Member: Ruel C. Lamberte Lorbert G. Mazo	

For your guidance.


EDGARDO E. TULIN
 President