



4 April 2022

MEMORANDUM NO. 475
Series of 2022

T O: All Concerned Faculty and Staff


R E: Task forces for the Online AACCUP Accreditation (Level IV) of the Bachelor of Science in Food Technology (BSFT) in April 20-22, 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 Food Technology effective April 1, 2022 until April 30, 2022 or unless sooner revoked or terminated by higher authorities.

AREA/TASK FORCE MEMBERS	RESPONSIBILITIES
A. Overall Coordination Dr. Lynette C. Cimafranca Accreditation Coordinator Dr. Lorina A. Galvez	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 Food Technology program; 2. Takes charge in the presentation of the BS in Food Technology 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. Lorina A. Galvez, Member: Ms. Pearl Vistal Mr. Arjohn S. Baslan	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: Dr. Jocelyn G. Daclag Members: Engr. Julius B. Cerna Ms. Heide P. Paler	3. Upload documents in the Google Site to be shared to the in-house evaluators and the AACCUP accreditors 4. Inform the ODQA regarding your readiness to submit your documents for evaluation
Area 3 – Community Service Chairperson: Prof. Inish Cris P. Mesias Member: Mr. Harold M. Mazo	5. Serve as local counterparts of the AACCUP accreditors

Ms. Leilanie M. Valdevieso	6. Attend follow up meetings called by the ODQA or OP
Area 4 - International Linkages and Consortia Chairperson: Dr. Ivy M. Emnace Member: Ms. Mardie B. Melgaso	
Area 5 - Planning Process Chairperson: Dr. Lynette C. Cimafranca Member: Ms. Eileen B. Bandalan	

For your guidance.


EDGARDO E. TULIN
 President