



27 May 2021

**MEMORANDUM NO.** 460

Series of 2021

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


**R E: Task force for the Online AACCUP Accreditation (Level II) of the Ph.D. in Horticulture on November 8-12, 2021**

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 Accreditation (Level II) of the **Ph.D. in Horticulture**, effective May 1, 2021 until November 30, 2021 or unless sooner revoked or terminated by higher authorities.

AREA / FACULTY / STAFF INCHARGE	RESPONSIBILITIES
<b>A. Overall Coordination</b>  Dr. Rosario A. Salas Dr. Arsenio D. Ramos	<ol style="list-style-type: none"> <li>Oversee the preparation of the Program Performance Profiles (PPPs), Supporting Documents (<i>based on the survey instruments for the programs</i>), Compliance Reports (<i>based on the findings and recommendations during the previous visit</i>), and other documents needed for the accreditation of the <b>Ph.D. in Horticulture</b> program;</li> <li>Coordinate with ODQA for any concern related to the AACCUP accreditation of the Ph.D. in Horticulture program.</li> <li>Inform the ODQA regarding program's readiness to submit documents for in-house evaluation;</li> </ol>
<b>B. Area Incharge</b>  <b>Area I (VMGO)</b> - Dr. Rosario A. Salas and Ms. Genevive Villamor  <b>Area II (Faculty)</b> – Dr. Catherine C. Arradaza and Ms. Rafonselle Moreno  <b>Area III (Curriculum and Instruction)</b> – Dr. Marilou M. Benitez and Mr. Malvin B. Datan  <b>Area IV (Support to Students)</b> –	<ol style="list-style-type: none"> <li>Take charge in the preparation of the Program Performance Profiles (PPPs), supporting documents and compliance reports for the assigned area/s;</li> <li>Submit to ODQA (formerly QAC) e-copies of the <b>Program Performance Profiles (PPPs), Supporting Documents</b> (<i>based on the survey instruments for the programs</i>), <b>Compliance Reports</b> (<i>based on the findings and recommendations during the previous visit</i>), and other needed documents during the designated deadlines;</li> <li>Upload documents in the google drive / google site /</li> </ol>

Dr. Santos B. Villocino and Ms. Genevive Villamor	web page(will be designed in cooperation with the VSU Web Team) to be shared to the in-house evaluators and the AACCUP accreditors;
<b>Area V (Research)</b> – Dr. Zenaida C. Gonzaga and Ms. Joy Codog	
<b>Area VI (Extension and Community Involvement)</b> – Dr. Arsenio D. Ramos, Ms. Rosalina Circulado and Mr. Nestor Gaurana	4. Serve as local counterparts of the AACCUP accreditors;
<b>Area VII (Library)</b> – Ms. Gloria E. Bancale and Ms. Reyna Mae Caintic	5. Attend follow up meetings called by the ODQA or OP.
<b>Area VIII (Physical Plant and Facilities)</b> – Dr. Dario P. Lina and Ms. Lina Circulado	
<b>Area IX (Laboratories)</b> – Mr. Malvin B. Datan and Ms. Rosalina Circulado	
<b>Area X (Administration)</b> – Mr. Roden D. Troyo and Ms. Reyna Mae Caintic	

For your guidance.

  
**EDGARDO E. TULIN,**  
 President