



4 April 2022

MEMORANDUM NO. 477
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 Agricultural and Biosystems Engineering (BSABE) 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 Agricultural and Biosystems Engineering 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 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
Area 1 – Research Chairperson: Ma. Grace C. Sumaria Member: Gerald D. Ompod Alvin E. Soria	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 AACCUP accreditors
Area 2 - Performance of Graduates Chairperson: Manuel E. Casangcapan Member: Jucel Marie T. Guatlo Lelanie G. Gulane	4. Inform the ODQA regarding the program's readiness to submit the documents for evaluation
Area 3 – Community Service Chairperson: Arthur I. Tambong Member: Susana B. Miñoza	5. Serve as local counterparts of the AACCUP accreditors

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

For your guidance.


EDGARDO E. TULIN
President