



27 May 2021

MEMORANDUM NO. 465
 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 Agricultural Education 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 Agricultural Education, effective May 1, 2021 until November 30, 2021 or unless sooner revoked or terminated by higher authorities.

AREA/ FACULTY/ STAFF INCHARGE	RESPONSIBILITIES
A. Program Coordinator Dr. Lijueraj J. Cuadra	1. 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 Ph.D. in Agricultural education program; 2. Coordinate with ODQA for any concern related to the AACCUP accreditation of the Ph.D. in Agricultural Education program. 3. Inform the ODQA regarding the program's readiness to submit documents for in-house evaluation;
B. Area Incharge Area I (VMGO)- Dr. Karen Luz Y. Teves Area II (Faculty) - Prof. Fatima Balina & Jemboy Cadenas Area III (Curriculum and Instruction) - Dr. Lijueraj J. Cuadra & Mr. Daniel Catibo Area IV (Support to Students) – Mr. Virgelio C. Dargantes Area V (Research) – Dr. Milagros C.	1. Take charge in the preparation of the Program Performance Profiles (PPPs), supporting documents and compliance report for the assigned area/s; 2. Submit to ODQA (formerly QAC) e-copies 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 needed documents during the designated deadlines;

<p>Bales</p> <p>Area VI (Extension and Community Involvement) – Dr. Milagros C. Bales</p> <p>Area VII (Library) – Ms. Janet Pasa and Ms. Aiza C. Oracion</p> <p>Area VIII (Physical Plant and Facilities) – Mr. Virgelio C. Dargantes and Ms. Aiza C. Oracion</p> <p>Area IX (Laboratories) – Ms. Janet Pasa and Mr. Jemboy Cadenas</p> <p>Area X (Administration) – Dr. Karen Luz Y. Teves</p>	<ol style="list-style-type: none"> 3. Upload documents in the google drive / google site / web page(will be designed in cooperation with the VSU Web Team) to be shared to the in-house evaluators and the AACCUP accreditors; 4. Serve as local counterparts of the AACCUP accreditors; 5. Attend follow up meetings called by the ODQA or OP.
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For your guidance.


EDGARDO E. TULIN,
 President