



OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS  
**UNIVERSITY OF THE PHILIPPINES DILIMAN**

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MEMORANDUM NO OVCAA MTPP 20-029

TO Deans, Directors, Heads of Academic Units and AAAD Officers

FROM **MA. THERESA T. PAYONGAYONG, PhD**  
Vice Chancellor for Academic Affairs

SUBJECT **AAAD OFFICERS FOR 1<sup>ST</sup> SEMESTER AY 2020-2021**

DATE 9 July 2020

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In line with the upcoming External and Internal Assessment activities related to Quality Assurance, the UP Diliman Academic and Administrative Assessment and Development (AAAD) Committee, formerly Sustained Academic Excellence (SAE) Committee, hereby requests degree-granting units to submit the details of their appointed AAAD (formerly SAE/QA) Officers for the **1st Semester AY 2020-2021** through the Google Form link: <https://tinyurl.com/AAADOfficers>

The details being asked are in compliance with the request of the Office of the Vice President for Academic Affairs (OVPA) Quality Assurance Program and will be submitted for its perusal. We request for your submissions on or before **24 July 2020**.

Per Executive Committee Meeting dated 9 July 2018, the AAAD Officer of each degree-granting unit is entitled to 3 units administrative load credit which is not subject to overload.

Should you have any questions or clarifications, you may send an email to [qa.upd@up.edu.ph](mailto:qa.upd@up.edu.ph).

Thank you.