Academic Program Assessment

Validation Committee Charge

The APA Validation Committee (APAVC) is charged by the provost with the following tasks and responsibilities:

1. Review the documents, APA Overview (December 2011) and APA Preliminary Survey (December 2011), and the APA Process Flow (February 2012). These documents provide context for the APAVC (February).

2. Review OIR APA data and refine in cooperation with OIR (February/March).

3. Develop a process flow, accounting mechanism, and standard reporting procedures for reviewing and validating the preliminary program surveys that the APAVC will receive from the deans and the provost’s office (for interdisciplinary programs) in late February and early March, 2012 (February/March).

4. Return approved APA surveys to the deans and provost before April 15th for comments. Work with deans and provost to finalize surveys and supporting data before April 30th, 2012 (March/April).

5. Propose a categorization system for programs that can be used by the deans and provost to identify programs for future attention and possibly, action (April).

6. Make recommendations to the Office of the Provost for improving and refining future rounds of the APA (April/May).

The APAVC has primary responsibility for validating data and claims presented in the preliminary surveys that have been prepared by program leaders and vetted by the relevant dean or by the office of the provost. The APAVC may contact program leaders, the deans, the provost’s office, and the Office of Institutional Research (OIR) as needed to validate the program surveys. Not all of the questions posed in the Preliminary Survey template will be relevant to a given program, and not all of the important questions for a given program are included in the Preliminary Survey template. As this is the inaugural APA for Purdue University, it is likely that the APAVC will identify improvements, some of which may be implemented during the current APA process, and others that will be included in the recommendations for future rounds of the APA.