

Academic Program Review Call for Internal Reviewers

The Academic Program Review Process

Virginia Tech's Academic Program Review process provides a mechanism for ongoing, systematic review of academic departments with the explicit purpose of fostering continuous improvement. Each participating department completes a self-study report designed to encourage reflection on current operations, the department's vision for the future, and plans for improvement. The self-study report has three major components: (1) Where is the department now? (2) Where does the department hope to be in five years? and (3) How will the department get there?

Each department participating in Academic Program Review also engages in a peer review process. This enables Academic Program Review to not only foster analysis and reflection, but discussion – discussion within the department, with the review team, and with the department's respective dean. Departments are welcome to utilize external peer reviewers for this process or to engage in an internal review process with Virginia Tech faculty and administrators from across campus serving as peer reviewers.

Internal Reviewers

The Office of Assessment and Evaluation (OAE) invites interested faculty members and administrators from across Virginia Tech to apply to serve as internal reviewers for the Academic Program Review process. Internal reviewers will provide departments with formative evaluation and feedback designed to guide the department's continuous improvement efforts. During this process, internal reviewers will make new connections across Virginia Tech and learn more about Academic Program Review and the work of other departments on campus. The OAE will provide training for all internal reviewers. We anticipate that the time commitment for reviewing one department will be between 12 and 16 hours. The timeline for internal review activities during the fall 2016 semester is as follows.

Timeline of Internal Review Activities

- September, 2016:
 - Internal reviewers will participate in training led by the OAE.
- October, 2016:
 - Internal reviewers will review their assigned self-study report(s).
 - Each review team will meet to discuss initial perceptions related to the self-study report and any questions, issues, etc. that the review team would like to discuss with the department.
 - Each review team will participate in a face-to-face conversation with members of the department to discuss the self-study report, where the department hopes to be in the future, and how the department plans to get there.
- November, 2016:
 - Each review team will submit a written response to the self-study report and face-to-face conversation with the department to both the department and the OAE. This written response will consist of a completed rubric and short narrative report (3-4 pages).

Departments/Programs Participating in Peer Review in Fall 2016

- From the College of Liberal Arts and Human Sciences:
 - Apparel, Housing, and Resource Management
 - ASPECT
 - Communication
- From the Virginia-Maryland College of Veterinary Medicine:
 - Biomedical Sciences and Pathobiology
 - Large Animal Clinical Sciences

Review Team Membership

Review teams for each department participating in internal peer review will be finalized by the OAE in consultation with the chairs of the departments participating in Academic Program Review. Each review team will include an OAE staff member who will facilitate meeting scheduling and the compilation of written documents. If you are interested in serving as an internal reviewer for Virginia Tech's Academic Program Review process, please complete a short application at the following link by April 15, 2016:

https://virginiatech.qualtrics.com/SE/?SID=SV_1ldloa6aRVaDKtv

Compensation

Internal reviewers will be compensated \$500 per completed review. Peer reviewers may serve on a maximum of two review teams per academic year.

Questions

Please contact Molly Hall (mrhall@vt.edu, 231-5432) or Steve Culver (sculver@vt.edu, 231-4581) in the OAE with any questions.