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Office of the Vice President for Academic Affairs

23 August 2019

Memorandum No. OVPAA 2019-101

To : UP System Academic Assessment and Development (AAD) / Quality Assurance (QA) Committee Members
CU Academic Assessment and Development (AAD) / Quality Assurance (QA) / Sustained Academic Enhancement (SAE) Officers and Point Persons

From : MARIA CYNTHIA ROSE BANZON BAUTISTA
Vice President for Academic Affairs

Subject: **Preliminary iAADS+ Guide and Templates**

UP developed the Internal Academic Assessment and Development (iAADS) to measure the quality of degree-granting units. Consisting of both quantitative survey and qualitative self-appraisal, iAADS aims to assess and improve the core academic functions of the academic units, which include teaching, research and creative works, and extension, and public service.

The Ad Hoc Committee for the Enhancement of iAADS is in the process of developing **iAADS+**, an expanded version of the instrument which will now measure quality at the degree program level. It will have additional modules to prepare the departments and institutes for external review. The external evaluation may be done by: A) two or more external reviewers outside of the degree program, who may be from within the CU/ other CUs/ universities or B) recognized accreditation/assessment bodies such as ASEAN University Network-Quality Assurance (AUN-QA); Philippine Accrediting Association of Schools, Colleges and Universities (PAASCU); Philippine Association of Colleges and Universities Commission on Accreditation, Inc. (PACUCOA); Accreditation and Certification Board for Engineering and Technology (ACBET); etc. **Academic units are expected to complete their Self-Assessment Report (SAR) by December 2019 and have their external review/assessment/accreditation on or before June 2020.**

An online document, which can be accessed from http://bit.ly/UP-SAR-Guide-v1, is being provided to guide the academic units in preparing the evidence needed for external review. The outline is largely based on the latest program assessment guide of the AUN-QA, which encompasses the following criteria: 1) Expected Learning Outcomes, 2) Programme Specification, 3) Programme Structure and Content, 4) Teaching and Learning Approach, 5) Student Assessment, 6) Academic Staff Quality, 7) Support Staff Quality, 8) Student Quality

and Support, 9) Facilities and Infrastructure, 10) Quality Enhancement, and 11) Output. **Preliminary** templates in Excel format, which will eventually be converted into online modules in the iAADS+ portal, are linked to this online document. The data fields which will be autofilled once the iAADS+ is live have been identified, but for now, the fields are to be populated manually by the units.

Please note that since the development of the iAADS+ is ongoing, these templates may still be subject to change. Should there be any questions, clarifications, or suggestions especially on the templates, please email them to **qa.ovpaa@up.edu.ph**.

Thank you very much.