



FEDERAL RURAL UNIVERSITY OF PERNAMBUCO
DEAN OF GRADUATE STUDIES
GRADUATE PROGRAM IN ENVIRONMENTAL ENGINEERING



RESOLUTION No. 01/2022/PPEAMB/UFRPE, of March 21, 2022.

Establishes the regulation and Action Plan of the Periodic Self-Assessment Process of the Graduate Program in Environmental Engineering of the Federal Rural University of Pernambuco (PPEAMB/UFRPE)

The Collegiate of the Didactic Coordination (CCD) of the Graduate Program in Environmental Engineering (PPEAMB) of the Federal Rural University of Pernambuco, in the use of its regimental attributions,

CONSIDERING the Proposal for Improvement of the CAPES Graduate Evaluation Model;

CONSIDERING the report of the Working Group on the self-assessment of Graduate Programs established by Capes Ordinance 142/2018;

CONSIDERING the new evaluation form of the Graduate Programs approved by the Scientific Technical Council of Higher Education of CAPES.

SOLVE:

Art. 1 To approve the Periodic Self-Assessment Plan of the Graduate Program in Environmental Engineering (PPEAMB), of the Federal Rural University of Pernambuco (UFRPE), according to the Annex to this Resolution.

Art. 2 This Resolution enters into force as of this date.

Prof. Dr. Marcus Metri Corrêa
PPEAMB Coordinator – Ordinance GR/UFRPE No. 1,143/2021



CHAPTER I PRELIMINARY PROVISIONS

Art. 1 This Resolution aims to normalize the Periodic Self-Assessment Plan of the Graduate Program in Environmental Engineering of the Federal Rural University of Pernambuco (PPEAMB/UFRPE).

Art. 2 The PPEAMB Periodic Self-Assessment Plan has the following objectives:

- I. Evaluate, in a systematic and periodic manner, the functioning of the PPEAMB and provide the Program with self-adjustment mechanisms, whenever necessary;
- II. Monitor the quality of the Program regarding the process of training human resources, academic production and social insertion of PPEAMB;
- III. To detect strengths and potentialities, as well as to discriminate weaknesses and weaknesses of PPEAMB in the search for standards of academic excellence, within a process of continuous improvement;
- IV. Provide mechanisms in line with the mission of PPEAMB, with the Institutional Development Plan (PDI) of UFRPE and with the policies of external evaluation of graduate studies defined by CAPES;
- V. Ensure open and permanent communication channels for the student, technical-administrative and faculty bodies of PPEAMB, to increase procedural transparency, receive suggestions for improvement, identify adjustments, among other initiatives.

CHAPTER II PRINCIPLES OF SELF-ASSESSMENT

Art. 3 The self-evaluation must be guided by the principles and guidelines of the PDI and use, whenever possible, the structure and procedures already implemented by the Permanent Evaluation Commission (CPA) of UFRPE.

Art. 4 The self-evaluation is continuous, permanent and has as its main object the functioning of the PPEAMB as a whole, and must count on the broad, plural and reflective participation of the academic community (professors, students, technical-administrative and graduates).

Art. 5 - The self-assessment will be conducted impartially and safeguarding the intimacy and privacy of professors, students, technical-administrative staff and graduates.

CHAPTER III

OF THE INTERNAL SELF-EVALUATION COMMISSION (CIA)

Art. 6 The Internal Self-Assessment Committee (CIA) of the PPEAMB is the body responsible for the preparation, application and analysis of the results of the internal and external evaluations of the Program, aiming at its improvement.

Article 7 The CIA is composed of the following members:

- I. The coordinator and the eventual substitute of the PPEAMB;
- II. Two representatives of the teachers;
- III. A representative of the students;
- IV. A representative of the technical-administrative staff;
- V. A representative of the graduates;
- VI. An external representative of UFRPE.

Paragraph 1 - Faculty representatives, students and graduates are chosen by their peers.

Paragraph 2 - The representative of the technical-administrative staff is chosen by the Dean of Graduate Studies (PRPG) of UFRPE.

Paragraph 3 - The external representative of UFRPE is appointed by the CCD of PPEAMB.

Paragraph 4 - The presidency of the CIA shall be defined among the members of the Commission.

Art. 8 - The members of the CIA have a term of office of 02 (two) years, with reappointment allowed, except for student representation that has a term of one year, reappointment is allowed if the time provided for the defense of the course completion work exceeds a period of one year.

Article 9 The duties of the CIA are:

- I. ensure compliance with this Resolution;
- II. deliberate on general and specific issues concerning the evaluation of the PPEAMB;
- III. issue an opinion on matters related to the evaluation of the PPEAMB;
- IV. coordinate and monitor the development of self-assessment activities;
- V. prepare the Evaluation Project, establishing objectives, strategies, method – techniques, instruments, forms of analysis, frequency of data collection, schedule, resources, implementation team and



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DEAN OF GRADUATE STUDIES
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responsibilities, ways of disseminating the results and monitoring the use of the results;

- VI. provide information, when requested, on the PPEAMB evaluation process;
- VII. support and subsidize the Program's planning process, as well as monitor its development;
- VIII. ensure the continuity of the evaluation process, perpetuating the culture of evaluation among the academic community.

Article 10 The duties of the President of the CIA are:

- I. convene the members of the Commission to periodic meetings;
- II. ensure compliance with self-assessment activities and the quality of its services;
- III. to program and establish the necessary contacts with the academic and administrative bodies with regard to internal evaluation procedures, their dissemination and use;
- IV. forward to interested parties the evaluation reports, in addition to other information that may be requested;
- V. to disseminate the results of the Program's self-assessment;
- VI. to decide, *ad referendum* of the other members of the CIA, on matters of an urgent nature, when applicable;
- VII. ensure the autonomy of the Program's self-assessment process.

CHAPTER IV OPERATION

Article 11 - The CIA shall meet ordinarily, upon call of its president, at the beginning of each academic semester, or extraordinarily, when convened.

Sole Paragraph. Decisions shall be taken by a simple majority of the votes of those present.

Art. 12 The meetings of the CIA shall be disclosed on the PPEAMB website and on a bulletin board in the Coordination, and the public may participate, but the right to vote shall not be granted.

Sole Paragraph. The president of the CIA may, depending on the matter at hand, decide for the secret nature of the meeting.



Article 13 - The decisions of the CIA shall be recorded in Minutes, which shall be approved at subsequent meetings.

Article 14 - The member of the CIA who is absent, without justification, from two (2) consecutive meetings or three (3) alternate meetings, within a period of one year, shall be replaced by another Representative from the same segment.

CHAPTER V OF THE SELF-ASSESSMENT PROCESS

Art. 15 - Self-evaluations will be carried out annually and will preferably occur through individual questionnaires, which will use direct and objective questions.

Art. 16 - The aspects to be evaluated in the PPEAMB self-assessment shall include those provided for in the evaluation form of the Engineering Area I and other requirements that the CIA deems necessary.

Art. 17 The following aspects of the PPEAMB will be evaluated:

- I. Transparency, adequacy and efficiency of the selection process;
- II. Quality of the supervision of the course completion works and the teaching internship;
- III. Adherence to the area of concentration, lines of research and disciplines offered by PPEAMB;
- IV. Relevance of the disciplines and their effective contribution to professional training and to the development of course completion works;
- V. Commitment of teachers in teaching activities;
- VI. Students' commitment to the learning process;
- VII. Quality and relevance of the qualification exams (defense of the project) and of the seminar disciplines I and II;
- VIII. Quality of the infrastructure available to PPEAMB, its administrative space, classroom, laboratories and library for teaching the disciplines and carrying out the course completion work;
- IX. Quality of student intellectual production and its relationship with course completion works;
- X. Quality of the professor's intellectual production and its relationship with the area of concentration, lines of research and ongoing research projects;
- XI. Integration of the Strategic Planning of PPEAMB with the Strategic Planning of UFRPE;
- XII. Performance of the PPEAMB Coordination and transparency in the use of PROAP resources;
- XIII. Social insertion of PPEAMB, its visibility, communication and research aimed at socioeconomic development;
- XIV. Internationalization of the Program;



- XV. Existence of a policy for the renewal and expansion of the teaching staff, including the attraction of young permanent professors (JDP).
- XVI. Perception of graduates in relation to PPEAMB and performance of graduates in their professional activities after graduate studies
- XVII. Other aspects that, in the judgment of the CIA, are relevant in the evolution of the self-assessment process.

CHAPTER VI RESULTS OF THE SELF-ASSESSMENT

Article 18 - The data related to the self-assessment actions will be collected, verified, validated and consolidated by the CIA for the preparation of an integrated report for the period analyzed.

Art. 19 - The integrated report will seek to identify the strengths, weaknesses, threats and opportunities of the PPEAMB, as well as to establish actions aimed at remedying the points detected as liabilities for improvement.

Art. 20 - The integrated report shall be sent by the CIA to the CCD of the PPEAMB, together with suggestions for decisions to be taken according to the results of the self-assessment.

Art. 21 It will be the responsibility of the CIA, the CCD and the PPEAMB Coordination to hold Self-Assessment and Planning seminars with all professors, open to students and technical-administrative staff, when the results of the self-assessment will be presented.

Art. 22 The results of the self-assessment will be taken into account by the CCD to:

- I. Implement any changes in the PPEAMB rules regarding the selection process, Internal Regulations, and on the creation/performance of the PPEAMB Internal Committees (Scholarship Committee, Alumni Monitoring Committee, Selection Committee), etc.
- II. Create and extinguish disciplines;
- III. Implement any administrative changes within the scope of coordination;
- IV. Change the criteria for accreditation and disaccreditation of professors;



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DEAN OF GRADUATE STUDIES
GRADUATE PROGRAM IN ENVIRONMENTAL ENGINEERING



CHAPTER VII
FINAL PROVISIONS

Art. 23 Omissions will be resolved by the Didactic Coordination Collegiate (CCD) of the Graduate Program in Environmental Engineering of the Federal Rural University of Pernambuco (PPEAMB/UFRPE).

Art. 24 This Resolution enters into force on the date of its approval.

Article 25 - Provisions to the contrary are hereby repealed.

Recife, March 21, 2022.