Northern Wyoming Community College District, WY

Project: Fostering a Culture of Inquiry: Common Language and Faculty Participation

Version 1.0- Project

Q:	**What is the current status of your project?**
A:	In-progress

Q:	**Please indicate the original project start date, original project end date, and anticipated completion date if project is not completed. Please list dates on separate lines.**
A:	- Original project start date: December 1, 2016 - Anticipated completion date: September 1, 2017

Q:	**Briefly describe the current status of the project. Explain how this project relates to any strategic initiatives or challenges described in the institution's most recent or soon-to-be submitted systems portfolio, if applicable.**
A:	The project is currently in its initial creation and kickoff stage. Portfolio feedback suggested opportunities to better use existing data or to collect additional data to better understand student needs. Part one of the action campaign is to create a common language and data dictionary with faculty at the institution.

Q:	**List the project goals as stated in the original project declaration along with the metrics/measures for assessing the progress for each goal.**
A:	The overarching goal of the action campaign is to create a culture of inquiry. The first project to progress toward this goal is the creation of a common language as it relates to

data collection, data requests, and reporting, and cultivating faculty acceptance.

Q:	**Describe what has been accomplished with this project over the past year, specifically referring to quantifiable results that show progress. You may need to include a discussion clarifying how the original goals and anticipated outcomes may have shifted during the year.**
A:	This project is currently in its kickoff and initial planning stages.

Q:	**Describe how various members of the learning community have participated in this action project. Show the breadth of involvement by individuals and groups over the project's duration, particularly during the past year.**
A:	This project is currently in its kickoff and initial planning stages. In order for this project to succeed, buy-in must be secured from employees throughout the organization.

Q:	**Describe the effect that this project has had on the institution, students, and others in the learning community. What has the institution learned that can be identified as a good practice to use in other aspects of its quality work or from which other institutions might benefit?**
A:	This project is currently in its kickoff and initial planning stages.

Q:	**Describe the anticipated challenges that may be encountered in successfully completing the project or for institutionalizing the learning from the project's goals.**
A:	In order for this project to succeed, buy-in must be secured from employees throughout the organization. Without the cooperation and excitement of the employees it will be difficult to successfully shift the culture. NWCCD also suffers from a history of disengagement, a multicampus model, antiquated data systems, and limited funding.

Q:	**In light of the project goals, current circumstances, institutional learning from this project, and anticipated barriers to success, list the next steps to be taken over the course of the next 12 - 24 months in order to complete or institutionalize the results of this action project. Provide a timeline for completing each next step.**

A: This project is currently in its kickoff and initial planning stages.

Q:	**Provide any additional information, inquiries, or concerns that the institution wishes reviewers to understand regarding this Action Project. Enter N/A if not applicable.**
A:	This project is currently in its kickoff and initial planning stages

Declaration

Q:	**Briefly describe the project in less than 100 words. Be sure to identify the key organizational areas (departments, programs, divisions, units, etc.) and key organizational processes that this action project will affect, change, and/or improve.**
A:	The overarching goal of the action campaign is to create a culture of inquiry. The first project to progress toward this goal is the creation of a common language as it relates to data collection, data requests, and reporting, and cultivating faculty acceptance.

Q:	**Describe your institution's reasons for initiating this action project now and how long it should take to complete it. Why are this project and its goals high among your institution's current priorities? Also, explain how this project relates to any strategic initiatives or challenges described in the institution's recent or soon-to-be submitted Systems Portfolio.**
A:	Portfolio feedback suggested opportunities to make better use of existing data or to collect additional data. Student responses on the SSI suggested under-met student needs. Institutional leadership routinely tracks changes to our funding formula, local demographics, and economics, which also indicate a need for increased data-driven decision making. We have an institutional goal to reach 1,000 graduation awards per year by 2020 and early rapid progress has slowed, making retention and enrollment numbers critical to continued progress. All these factors combined to make it clear we should act now to foster a culture of inquiry.

This project is intended to move quickly to capitalize from momentum garnered from an increasing realization across campus that data is necessary. We want to meet with areas across campus to create the common language and a data dictionary before technical and functional data solutions are established to facilitate educated and appropriate information requests. |

Q:	**List the project goals, milestones, and deliverables along with corresponding metrics, due dates, and other measures for assessing the progress toward each goal. Be sure to include when you anticipate submitting the project for formal reviews.**
A:	- Data dictionary is created - Institutional level outcomes are defined - Program level outcomes are defined - Faculty are using data to make decisions

Q:	**Describe how various members of the learning community will participate in this action project. Show the breadth of involvement by individuals and groups over the project's duration.**
A:	In order for this project to succeed, buy-in must be secured from employees throughout the organization. Faculty and staff will participate by attendance and involvement in in-service and other periodic exercises designed to facilitate involvement. Faculty and staff will provide input on data definitions and appropriate data elements for usage as measures. Faculty and staff will also work together to develop appropriate questioning that will lead to measures and analytics.

Q:	**Describe how the institution will monitor project progress/success during, and at the completion of this project. Be sure to specifically state the measures that will be evaluated and when.**
A:	Success will be monitored by assessing the level of faculty and staff involvement on a periodic basis. A data dictionary with basic outcome definitions will be established; progress toward these outcomes will be evaluated periodically.

Q:	**Describe the challenges that may be encountered in successfully completing the project or for institutionalizing the learning from the project's goals.**
A:	In order for this project to succeed, buy-in must be secured from employees throughout the organization. Without the cooperation and excitement of the employees it will be difficult to successfully shift the culture.

Q: Provide any additional information that the institution wishes reviewers to understand regarding this Action Project.

A: NWCCD currently employs only limited data-driven decision making, often relying primarily on anecdotes or established practices. Faculty and staff are often unknowledgeable about what data elements are appropriate or available to inform decision making. This action project seeks to enhance that knowledge and move the campus toward a more inquiry-based and data-driven culture.