

New AQIP Project Declaration Form

New Action Project Declaration Form *Please answer all the following questions*

Institution: Northern Wyoming Community College District

Planned project kickoff date: October 1, 2016

Target project completion date: February 1, 2018

Project Leader: Dr. Mercedes Aguirre Batty

Project Sponsor: Dr. Rich Hall

Team Members: Edith Johnson-Lameres, Rachel Bergman, Rob Livingston, Sarah Sinclair, Sharon Elwood, Louise Posten and Doug McGee.

Administrative Support: Megan Boedecker

- A. Give this Action Project a short title in 10 words or fewer.** *[Use a descriptive name containing nouns and verbs that will enable people searching for projects that interest them to find yours]*

Assessing and Evaluating General Education Course Requirements

- B. Describe this Action Project's goal in 100 words or fewer.** *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.*

The committee will take the lead on defining, revising, and streamlining General Education course criteria for AS and AAS degrees with an emphasis on articulation, academic rigor and efficiency of course scheduling and advising.

- C. Identify the AQIP Category that this Action Project will most affect.**

(To be completed upon HLC dashboard entry/project set up)

Academics

New AQIP Project Declaration Form

- D. Describe your institution's reasons for (1) initiating this action project now and (2) for 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.*

Currently, General Education courses on the books at NWCCD are spread across a number of academic programs but do not always align with all programs or have commonality. As a result, courses are often not filled to capacity or cancelled due to a low number or no enrollees.

All programs will be reviewed though focus areas are Math, Writing/English, and Cultural Studies.

The project goal for completion is 15-16 months.

- E. List the project goals, milestones, and deliverables along with corresponding measures, due dates, and other measures for assessing the progress for each goal. Be sure to include dates for formal evaluations when the project progress will be reviewed.**

Project Goal 1: Define criteria requirements of Gen Ed courses.

Project Goal 2: Evaluate the courses currently listed in the Gen Ed category.

Project Goal 3: Determine if the Gen Ed course under review is a requirement for another program and if so, re-categorize it to assign it to a specific program and remove it from the Gen Ed category.

Project Goal 4: Align Gen Ed courses for transferability to the University of Wyoming.

Milestones:

Fall 2016-Establish Criteria/Project kickoff October 1, 2016.

Spring 2017: Review existing Gen Ed courses and evaluate those courses against established criteria.

Fall 2017: Final list, process, forms, considerations to C&S.

Spring 2018: Project completion

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- F. Describe how various members of your institution will participate in this action project. Show the breadth of involvement by individuals and groups over the project's duration.**

Participants:

Institutional Effectiveness & Research

Curriculum & Standards Committee

- G. 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.**

Monitoring Progress:

Monthly and/or quarterly committee meetings

HLC site reports due by assigned cycle

- H. Describe the challenges that may be encountered in successfully completing the project or for institutionalizing the learning from the project's goals.**

To be able to find a common meeting dates and times for the schedules of the committee members.

- I. Provide any additional information that will help reviewers to understand this action project and your responses to the above questions. *Note: this question is not optional***

The University of WY has changed the university studies program requirements. We have to revisit our General Education requirements to better align them with the updated UW requirements.