

Real College. Real World. Real You.
The Wisconsin Indianhead Technical College
AQIP Newsletter

The Nine AQIP Categories

1. Helping Students Learn
2. Accomplishing Other Distinctive Objectives
3. Understanding Students' & Other Stakeholders' Needs
4. Valuing People
5. Leading & Communicating
6. Supporting Institutional Operations
7. Measuring Effectiveness
8. Planning Continuous Improvement
9. Building Collaborative Relationships

These nine categories are the key processes for measuring and analyzing our institution's performance within AQIP.

Special Points of Interest...

- ❖ Find out what the action project teams are up to.
- ❖ What happened at the Strategy Forum in Lisle, Illinois?

A NOTE FROM THE PRESIDENT

WITC is off to a brisk start this fall on its quest for continuous improvement. In October, a team from WITC attended the Academic Quality Improvement Program (AQIP) Strategy Forum in Lisle, Illinois. While at the Strategy Forum our team had a chance to refine the purpose and intent of our current action projects while learning many useful tools that facilitate continuous improvement initiatives. After returning from the AQIP Strategy Forum our Quality Improvement Steering Committee (QISC) convened to share what was learned at the Strategy Forum and to plan next steps for our four current AQIP Action Projects. Cross functional teams have been formed for each of these action projects towards including participation and input from a broad spectrum of representatives across the College. This representation will also serve to foster communication of action project activities and accomplishments collegewide. If you are interested in giving input to one of these action project teams, please contact one of the two team leaders associated with that action project. Our four current action projects and their team leaders are:

Assessment Action Project (Wendy Dusek & Barb Landstrom)
Communication (Mark Kearns & John Will)
Programming (Kelly Sylte & Diane Vertin)
Technology (Jim Dahlberg & Diane Vertin)

Your input, participation and communication skills are welcomed and encouraged and are vital elements of success for our action projects and our continuous improvement journey.

Finally, I'd like to thank those faculty and staff that attended the Strategy Forum and those that participated with our latest QISC meeting. Your dedicated efforts have really helped us get off to a running start with our continuous improvement efforts this fall!

Bob

**The WITC Quality
Improvement Steering
Committee (QISC) Team
Members**

Chair:

Mark Kearns, New Richmond

Alex Birkholz, New Richmond
Ann Charbonneau, Superior
Mimi Crandall, Ashland
Becka Cusick, Shell Lake
Jim Dahlberg, Shell Lake
Bruce Davenport, Rice Lake
Wendy Dusek, New Richmond
Shane Evenson, Shell Lake
Craig Fowler, Rice Lake
Paul Haugen, Ashland
Joe Huftel, New Richmond
Jennifer Kunselman, Shell Lake
Barb Landstrom, Shell Lake
Ted May, Ashland
Bob Meyer, Shell Lake
Kim Olson, Shell Lake
Bambi Pattermann, Ashland
Mary Ann Pebler, Rice Lake
Chris Saxild, Ashland
Tim Schreiner, Shell Lake
Laura Sullivan, Ashland
Kelly Sylte, New Richmond
Diane Vertin, Superior
John Will, Shell Lake
Barb Williams, Superior

Recorder:

Mary Peters, Shell Lake

**Follow-up to Request for Applications for QISC
& Communication Action Project Team**

In August, applications for the Quality Improvement Steering Committee and Communication Action Project team were emailed to all staff. Applications were submitted and a response was emailed stating that the applications would be reviewed in September. A decision has since been made that no new members will be appointed to the Steering Committee until the purpose, function, and responsibilities of the committee have been identified.

The Communication Action Project team has been established and the applicants have been notified regarding membership to this team. Please contact John Will (ext. 2237) or Mark Kearns (ext. 4302) with any questions regarding this team. Please refer to the update later in this newsletter for more information

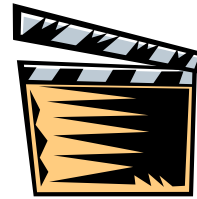
Strategy Forum Update

A WITC team, consisting of the president, a representative of the board, co-chairs from the action projects, and the college AQIP coordinator participated in the Higher Learning Commission's October Strategy Forum. The forum is designed to help colleges identify action projects and develop achievable goals for these projects. One goal for both the forum and our action projects is to work towards continuous quality improvement.

Teams from three other institutions, also new to AQIP, were in our track. The activities were structured to allow the team time to work as a college, and also time to provide and receive constructive feedback from the other colleges. During this process we learned that other colleges have similar challenges and are addressing similar topics. We also discovered that we have a great start as we have already identified our first projects.

The team returned from the forum energized and ready to tackle the action projects.

Action Project Team Updates



RECOMMENDED READINGS

Want to learn more about the AQIP process and continuous improvement? Some good reads:

[The Toyota Way](#)
by Jeffrey K. Liker

Assessment – Wendy Dusek (NR faculty) and Barb Landstrom (Director, Assessment & Tech Prep)

**Assessment, Assessment, read, write,
listen and speak all about it!**

The assessment action project is underway. We are currently planning a pilot assessment of one of the new Collegewide Outcomes – Communication. This spring we will assess graduating students in four programs – Marine Repair, Early Childhood Education, IT –Network Specialist, and Accounting. A rubric developed by WITC Communications instructors will be used to assess four areas of communication –reading, writing, speaking, and listening. Parameters for the assessments are currently being completed and Assessment Team members will be meeting with program deans and instructors in preparation of the pilot. WITC’s Assessment Team will assist with the pilot assessment this spring and will gather and share data. They will also determine what improvements need to take place before the 2010 assessment process proceeds.

Programming – Kelly Sylte (NR faculty) and Diane Vertin (Vice President, Academic Affairs & Superior Campus Administrator)

The new program review and evaluation process has been developed at Wisconsin Indianhead Technical College through the office of Academic Affairs.

This new evaluation process is based on a three-year cycle that aligns with the Wisconsin Technical College System (WTCS) Quality Review Process (QRP). All instructional programs or units will undergo a formal evaluation as part of our continuous improvement efforts. New programs will be evaluated within two years of the first graduating class of students. Other programs will be reviewed every three years until all the programs have been evaluated; then the cycle will repeat.

Mark Your Calendars



February 18, 2009

Collegewide Inservice
Watch for more details after
January 1st.

WITC AQIP JOURNEY

Next Steps



October 2008

Action Project Teams Identified

November 2008

Action Project Teams begin working on Goals, Timelines, etc.

December 2008

Timeline for Systems Portfolio established

February 2009

Declaration of Action Projects

On-going

Annual Updates

2008-2012

Systems Portfolio compiled/completed

2013-2014

AQIP Quality Checkup Visit

2014-2015

Reaffirmation of accreditation

Communication – Mark Kearns (NR faculty) and John Will (Vice President, Administrative Services)



The Communication Action Project was the focus of the group activities at the HLC Strategy Forum in early October. The activities provided good insight and were useful to get a better idea of what items could be emphasized in the project. Since the Strategy Forum, the Communication Action Project Team has been identified. The following individuals have agreed to participate:

Mike Hanson, Renelle Gill, Tim McRaith, Pete Ptacek, Kathy Mongan-Rallis, Mary Leggate, Emilie Bailkey, Shawnda Schelinder, Bunni Haslerud, Craig Fowler, Terry Klein, Ellen Hauser, Julie Johanik-Johnson, Leslie Bleskachek, Becca Cusick, Mark Kearns – Co-chair, John Will – Co-chair, Bob Meyer – Ex officio member

The team's first responsibility will be to provide feedback on the work done to date, including the work at the Strategy Forum. A kickoff meeting is being planned for the first part of January 2009.

Technology – Diane Vertin (Vice President, Academic Affairs & Superior Campus Administrator) and Jim Dahlberg (Director, Instructional Technology)

Operationalize the Online Learning Plan

The Technology Action Project Team has been approved to begin the planning and implementation to operationalize online learning at WITC. The team will be facilitated by Diane Vertin and Jim Dahlberg and will include: Frank Braswell, Sharon Bednarski-Wilber, Dan Cooper, Wendy Dusek, Keith Hasart, Ellen Hauser, Andrea Schullo, Val Smith, Glenn Sokolowski, Laura Sullivan, and Barb Williams.

The team will focus on further development of the 5th Campus Plan which addresses the requirements to further advance the online learning services at WITC. As a result of the 5th Campus Plan recommendations, two new positions were identified and approved.

Instructional Technologist: provides research, organization, and support to the college to identify and implement technologies that will enhance the learning environment. This position has been assigned to Keith Hasart from the Ashland Campus.



Q & As

If you have specific questions related to AQIP, please e-mail them to QISC@witc.edu.

Curriculum Design Specialist: works collaboratively with faculty, program developers, and content experts in the design, production, and testing of online courses and programs. This position has been assign to Andrea Schullo from the Administrative Office.

Over the next several months, the team will center on defining training requirements for faculty and students, orientation for faculty and students, providing online services to students, and refining business processes to support online operations.

In October the college submitted a request to the Higher Learning Commission (HLC) to change our accreditation status to expand our granting of online degree programs. We currently have permission to offer two Associate of Applied Science degrees (AAS); Information Technology-Web Analyst/Programmer and Accounting. However, beginning fall of 2009, we would like to include a Marketing degree with further expansion in the future. The Office of Academic Affairs is prepared to offer the following eight additional online degree programs by 2012: Finance, Retail Management, Administrative Assistant, Supervisory Management, Office Support Specialist, Medical Administrative Specialist, and Business Management. We are hoping for approval of this request by January 2009. Jim Dahlberg, Keith Hasart, and Val Smith have been attending faculty listening sessions at each campus to hear from the faculty what their technology needs are in an effort to improve information technology services. The listening sessions have so far gathered many ideas and areas we can focus on continuous improvements. The collegewide Technology Committee will be reviewing the data gathered from the sessions and respond to every request and comment.

Feel free to contact [Diane Vertin](#) or [Jim Dahlberg](#) with any questions or comments.

