

Action Project

Institution: Blackhawk Technical College
Submitted: 2007-02-07

Timeline:

Planned project kickoff date: 2006-12-06

Target completion date: 2008-02-28

Actual completion date: 2008-02-28

A. Give this Action Project a short title in 10 words or fewer:

Revising College Core Abilities

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

1. Redefinition and consensus of the college-wide core abilities in terms of intended learning outcomes for employment rather than as the skills needed to be successful in the classroom. 2. Determination of when and how the core abilities are being consistently assessed across the curriculum in all programs.

C. Identify the single AQIP Category which the Action Project will most affect or impact:

Primary Category: Helping Students Learn

D. Describe briefly your institution's reasons for taking on this Action Project now -- why the project and its goals are high among your current priorities:

Moving Student Outcome Assessment (SOA) into the culture of the college will provide a universal understanding of the SOA processes, procedures, and importance of collecting and disseminating data on student learning at BTC. The significance of this cannot be overstated as the college community has struggled with data validity questions, how the data should be collected and reported and what is done with the data once the information has been obtained.

E. List the organizational areas - -institutional departments, programs, divisions, or units -- most affected by or involved in this Action Project:

All areas of Learning Services will be affected. If the college adopts the core abilities as college wide core abilities, all parts of the college will be affected.

F. Name and describe briefly the key organizational process(es) that you expect this Action Project to change or improve:

Student outcome assessment process.

G. Explain the rationale for the length of time planned for this Action Project (from

kickoff to target completion):

1. The project will be addressed during three dedicated in-services per calendar year - two years total.
2. All program advisory committees must meet to validate the core abilities.
3. The committee needs time to publish the new core ability information in the college catalog.

H. Describe how you plan to monitor how successfully your efforts on this Action Project are progressing:

1. On-going progress through each in-service.
2. Validation through advisory committee minutes.
3. Survey feedback data from faculty.
4. Posting of core ability assessment strategies on the college intranet.

I. Describe the overall "outcome" measures or indicators that will tell you whether this Action Project has been a success or failure in achieving its goals:

1. Two-thirds majority of faculty agree to core abilities on distributed survey.
2. Updated core abilities and indicators included in college catalog.
3. New core abilities are posted in classrooms around college.
4. All program advisory committees are apprised of core abilities document.

J. Other information (e.g., publicity, sponsor or champion, etc.):

Vice President of Learning - Liaison
(608)757-7737

Last Action Project Update: 2007-09-10

A. Describe the past year's accomplishments and the current status of this Action Project.

Activities and accomplishments:

8/2006 In-service: Bob Mundhenk presented on assessment. Faculty reviewed Core Abilities and General Education Outcomes considering relevance and redundancy. Two Core Abilities, "Apply Basic Skills" and "Values Self Positively" identified for elimination or combination. Divergent opinions on merging General Education Outcomes with Core Abilities.

Data returned to Project Team. Team prepared additional research.

1/2007 Inservice: Faculty reviewed research: 12 Critical Manufacturing Core Skills; Healthcare Core Standards; and job data. Faculty brainstormed indicators for Core Abilities and wrote titles through affinity process. Team announced General Education division would determine General Education Outcomes.

Data returned to Project Team.

2/2007 Inservice: Project update and training on assessment basics. Faculty round table discussions review Core Abilities titles and indicators from January inservice.

Faculty surveyed quantitatively and qualitatively for agreement on Core Ability statements and indicators. Faculty panel presentation on assessment strategies. Survey results presented: 6 of 7 Core Abilities validated. For the one invalidated Core Ability, Leadership, faculty supported Core Ability for qualities of leading.

Survey feedback returned to Project Team.

5/2007 President's Council and District Board approved Core Abilities. Several Advisory Committees review and are pleased with Core Abilities.

8/2007 Inservice: Revised Core Abilities presented to faculty and staff.

B. Describe how the institution involved people in work on this Action Project.

The Core Abilities project had the full support of the college executive leadership which made it easier to maintain as an institutional priority. The team originated with a group of academic deans who attended an HLC workshop on assessment. When the college became an AQIP institution and formulated the first action projects, the Project Team expanded to include faculty, staff, and every academic dean. However, the team realized the importance of involving all faculty in the revision of the college's Core Abilities.

In order to involve the entire faculty, this project was made a central activity at the four in-service days between August 2006 and August 2007. The deans were responsible for planning in-service activities so there was a natural connection between the project and in-services. The tie to Inservice also helped to maintain motivation because it provided absolute deadlines for which the team needed planned activities.

C. Describe your planned next steps for this Action Project.

The next step for this project is to continue to present the Core Abilities to the college's Advisory Committees during the 2007-08 academic year. The division deans and faculty members with Advisory Committee responsibility will be including a review of the Core Abilities in Advisory Committees' agendas.

D. Describe any "effective practice(s)" that resulted from your work on this Action Project.

It was effective to involve the entire college faculty and to make the process an ongoing conversation over the course of a year. We felt it was important that all faculty members have an opportunity to have a voice in the process. Not only did this yield a better product, it subsequently helped with buy-in. Although we did not plan it from the outset, it helped to have an ongoing conversation over the course of an academic year so that the product had more reliability and was not just a snapshot in time.

The faculty did grow weary of the project after the third in-service session; however, we believe the product was worth the effort.

E. What challenges, if any, are you still facing in regards to this Action Project?

We must decide how to incorporate the Check – Act elements into the process and determine an appropriate interval when we will again revisit the Core Abilities.

F. If you would like to discuss the possibility of AQIP providing you help to stimulate progress on this action project, explain your need(s) here and tell us who to contact and when?

N/A
