Ohio University, OH

Project: Meta Action Project

Declaration

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<th>Q:</th>
<th>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.</th>
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<td>A:</td>
<td>We propose developing a more mature process to manage action project idea development and decision making. With changes in leadership at OHIO and new ideas from AQIP regarding the scope and timeline of action projects themselves, it is time to take a fresh look at how we institutionally manage the action project pipeline at OHIO. This project will formalize an emergent role for a key committee on campus overseeing Teaching, Learning, and Assessment priorities, and the process will involve senior level academic and administrative leaders. If successful, we will have a more mature, more visible, and more effective process for identifying and nurturing priority improvement projects on a regular basis.</td>
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<th>Q:</th>
<th>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.</th>
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<td>A:</td>
<td>As noted during our Comprehensive Quality Review in 2015, the AQIP Task Force has been merged with the Teaching, Learning and Assessment Committee. This strategic transition occurred to keep the institution focused on “Helping Students Learn,” aligning strategic initiatives with our mission and vision to be transformative in students’ lives through education. With this realignment comes the opportunity to mature our process for selecting, deploying and evaluating action projects. While the CQR visiting team advised that the institution is aligned in its overall maturity for the category Quality Overview, they also noted that we, “…have the opportunity to take our quality systems to the next level of maturity by incorporating systematic evaluation of key processes and initiatives.” A more mature process will ensure that the planning system is effective and serving the needs of the institution by determining if resources invested towards making improvements are having the intended impact. Our intention is to complete this project over the 2017-18 academic year.</td>
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<th>Q:</th>
<th>List the project goals, milestones, and deliverables along with corresponding metrics, due dates, and other measures for assessing the progress toward...</th>
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The overarching goal of this project is to increase the maturity of the process by which Ohio University selects, deploys and evaluates its action projects. In order to accomplish greater maturity in processes this action project seeks to:

- Expand participation, engagement, and awareness in action project idea formulation
- Increase transparency by sharing across units the process and results to stakeholders
- Determine that the process continues to meet the needs of the institution by establishing a periodic evaluation that informs iterative refinement of the process.

Milestones for Goal 1: Expanded participation, engagement, and awareness

- Process developed by September 1, 2017
- Process will be initiated by November 1, 2017
- Evaluation will be performed by May 1, 2018

Milestones for Goal 2: Increased transparency

- Communication strategy developed by September 1, 2017
- Process will be initiated by November 1, 2017
- Evaluation will be performed by May 1, 2018

Milestones for Goal 3: Periodic evaluation

- Process developed by Sept 1, 2017
- Process will be deployed by May 1, 2018
- Evaluation will be performed by July 1, 2018

Metrics will be developed using estimated baselines established by the Teaching, Learning, and Assessment Committee at the initiation of this project. While these targets may be refined based on the development of baseline data, we plan to measure success by the following internal targets:

Goal 1: Expanded participation, engagement, and awareness

- 10% increase in views of communications regarding action project planning
- 10% increase in action project ideas proposed, with representation from a broad cross-section of the university community

Goal 2: Increased transparency

New processes developed for selecting, deploying and evaluating action projects, as well as the results of selecting, deploying, and evaluating action projects, will be shared through key communication channels as defined in the strategic communication plan, and tracking metrics will demonstrate broad visibility and consumption of this communication. Detailed metrics will be set once benchmarking is complete, but we will aim for exposure of the process in excess of 75% of the community and an increase in digital consumption of 15%.

Goal 3: Periodic evaluation

each goal. Be sure to include when you anticipate submitting the project for formal reviews.
The aim of gathering data regarding the process and its impact is to inform continuous improvement and ensure we achieve and maintain the highest level of integration into university operations as characterized by HLC’s Stages of Maturity. Data will be aggregated from throughout the implementation, e.g., web page views, numbers of plans submitted; the Teaching, Learning, and Assessment committee will seek feedback and engagement through focus groups; and involvement of academic leadership, key governance bodies in our shared governance structure, and stakeholders across the community; and the committee will implement changes based on these findings as warranted.

### 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.

**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:** A subcommittee of our Teaching, Learning, and Assessment Committee will lead this effort, but consultation with the full committee and many other key stakeholders, including academic and administrative leadership at multiple levels and faculty and staff who are engaged in action planning efforts, will be essential to success.

### 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.

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**A:** Measures:
- Action project timeline will be tracked by the Stakeholder Subcommittee Chair, who reports to the larger TLA Committee to monitor progress and ensure timely progress of this project.
- Internal targets, and initial benchmarking, will be used to measure results and progress toward each goal, as detailed above
- Overall project success will be measured by whether maturity of process for selecting, deploying and evaluating action projects is increased during our next Systems Portfolio review.

### Describe the challenges that may be encountered in successfully completing the project or for institutionalizing the learning from the project’s goals.

**Q:** Describe the challenges that may be encountered in successfully completing the project or for institutionalizing the learning from the project’s goals.

**A:** As we are moving through leadership transition, there may be delayed access to or approval regarding the roles we design for key leaders in the development of a more mature process. We see little real challenge in completing this work, and are excited to move to a more mature process for selecting, deploying and evaluating action project planning and implementation.

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

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