

# Documenting Quality Improvement Projects With WEAVE

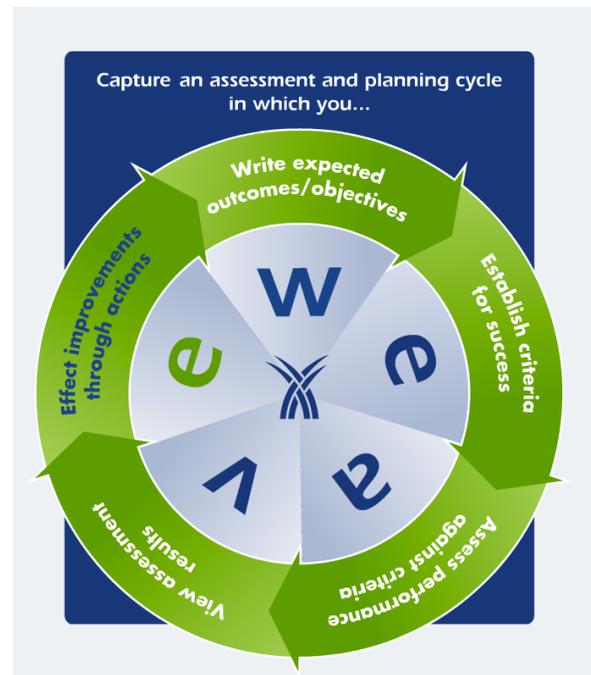
**W**rite Outcomes and Objectives

**E**stablish Criteria

**A**ssess Performance

**V**iew Results

**E**ffect Improvements



*Instructions for using WEAVE to  
Develop and Document Continuous  
Quality Improvement Projects*

Here is an overview and explanation of the information that will be input into WEAVE that uses Academic Affairs as an example.

**MISSION/PURPOSE:** *Unit Mission, Purpose, and Vision statements should be clearly aligned with the university's mission, values, and priorities.*

*Mission:* To attain regional visibility as an educational institution that provides affordable educational opportunities to traditionally aged students, adult learners, and historically underserved populations through transformative education, community engagement, and servant leadership.

*Vision:* To be recognized nationally as an institution that successfully prepares diverse communities of learners for lives of civic engagement, professional success, and intellectual independence through a commitment to equity and democratic service, continuous learning and improvement, and inclusive academic excellence.

**GOALS:** *Goals should also focus on gaps, deficiencies, or areas of improvement. They should be concrete, measurable (quantitatively or qualitatively) and offer opportunities for formative review.*

- I. **Facilitating Student Success:** Academic Affairs will pursue this goal through the creation of *intentional academic communities*. An *Intentional Community* is one designed and planned around collective values and ideals in which the sharing of resources and responsibilities is a basic expectation.

**OBJECTIVES/OUTCOMES:** *Objectives and Outcomes reflect specific achievements in relation to campus and university mission, values, and strategic priorities, e.g. "improving undergraduate advising aligns with IU's Foundations of Enduring Excellence, enhances student success, and increases stakeholder engagement" and is responsive to the AQIP System Appraisal Report's Opportunity 3R2: "IU Northwest may want to consider establishing benchmarks and target. This, in turn, may assist them in better serving students and planning processes that are intended to improve student and stakeholder satisfaction."*

**Once you have input objectives/outcomes, you will be able to create associations between these and other Unit Goals, Campus and University Strategic Goals, and Accreditation Criteria.**

**Goal Associations**  
Included:  
1: Promoting Student Success through Transformative Learning  
2: Building Intentional Community  
[Edit Associations](#)

**Standard Associations**  
To retain associations, leave checkbox area open. To abandon newly entered associations, click Cancel.  
Available:  
 NCA-HLC 2013 The Assumed Practices  
 NCA-HLC 2013 The Criteria for Accreditation (with Core Components)  
 NCA-HLC 2014 AQIP Categories  
[Cancel](#)

**General Education/Core Curriculum Associations**  
[Add Associations](#)

**Institutional Priority Associations**  
Included:  
1.1 Student academic success is our primary purpose.  
2.1 A Commitment to Student Success: Indiana University will continue to enhance its commitment to student success, while earning a degree and afterwards, by adopting innovations and realignments in schools, programs, and course delivery; by assuring systematic review of existing programs; and by ensuring that IU's high quality education remains affordable.  
Completion and student success. The Regional Campuses of Indiana University will demonstrate a culture of student attainment and timely completion, providing support for success in the  
3.2 classroom and after graduation. They will tackle the difficult work of increasing numbers of graduates and improving the graduation rates for students with a wide variety of backgrounds and educational and life experiences.  
[Edit Associations](#)

**Strategic Plan Associations**

**MEASURES/TARGETS/FINDINGS:** *Measures* are established in relation to three distinct states: where we are now, where we are in relation to peers and aspirational institutions, and where we would like to be (**Target**). e.g. “student satisfaction with advising is measured in relation to our campus senior survey, data from other regional campuses, and NSSE data.” **Targets** specify the amount of progress we want to make, and the time period in which we wish to make it and will be determined by **Findings**, which are produced through reporting processes that are qualitative, quantitative, or both (e.g. NSSE “survey responses to the question, ‘to what extent have your academic advisors listened closely to your concerns or questions?’ show that IU Northwest first-year students said “very little” about 19% of the time, while our peers’ students said this about 8% of the time.”). To effectively improve advising quality in a way that is measurable IU Northwest would set a target goal of 8% or less as a measure of quality improvement.”

**ACTION PLAN TRACKING:** *Action Plans* assess progress toward the goal and often include recommendations for realigning or refocusing strategic efforts. While planning should be guided by concrete goals, measures, outcomes, etc., it should also be both reflective and flexible enough to allow for adjustments to both the process and its outcomes. (e.g., the establishment of the RedHawk Advising Fellows position, supported by IU’s Student Success Fee, reflects a strategic approach to addressing advising concerns drawn from recommendations developed by the IU Northwest Advising Council.)

**IMPORTANT: When information is initially placed into WEAVE, the ENTRY STATUS for all entries should be DRAFT/IN PROCESS. it will only be saved as a final document at the conclusion of the yearly cycle, and this will be done by the Office of Institutional Effectiveness following review and approval of the Chancellor, the Vice Chancellors, and the Executive Directors.**

Following the April 2016 HLC visit, a final campus-wide forum will be held to review the effectiveness of WEAVE for documenting campus CQI efforts. At that time we will also present a more comprehensive discussion of WEAVE’s analysis, reporting, and document management capabilities.