



Dear New Employee:

Welcome to the WSC family. If I can do anything to ease the start of your employment at the college, do not hesitate to contact me. I wanted to take this opportunity to greet you and provide you with a summary of what AQIP and [Institutional Effectiveness](#) mean at WSC. In the coming months, you will learn more about each, but for now, here is a summary:

**AQIP** – Academic Quality Improvement Program – is the accreditation pathway WSC chose under the options given by our accrediting body, the Higher Learning Commission. AQIP is WSC’s driver’s license. Through tasks like [action projects](#) and AQIP Team meetings, I facilitate continuous improvement efforts on campus. Fall 2012, we had our Quality Checkup Visit which went very well. We received our reaffirmation on accreditation reaffirmed to begin our seven-year cycle in 2013.

**Institutional Effectiveness** – I work with members of the Institutional Effectiveness Team to review and share [results documents](#) with campus divisions. After reviewing this data, the IE Team facilitate the updating of the Strategic Plan as well as other decision-making processes, like annual goals and budget. Faculty and staff participation has been commendable. The IE team recently created an institutional scorecard to help measure the effectiveness and “health” of our institution.

If you haven’t already, you will soon hear about AQIP Teams. Through these teams, every full-time employee has the opportunity to share in the decision-making processes of the college. Each cross-divisional team focuses on a particular aspect of the college; the team establishes a five-year vision, sets goals, submits budget requests, and shapes the future of that particular aspect of the college. This grassroots approach is unlike any of our peer institutions. Full-time employees have access to data and reports and can be as involved and informed in the process as they choose to be. Each AQIP Team has an advisor and cabinet sponsor as identified by role on campus. From that point, full-time employees can choose which team to participate in based on their strengths and interests. Although some teams are identified by position on campus, there are several teams you could join. After consulting the list and descriptions of teams, talk with your supervisor about where you might best fit, and let me know which team you would like to join.

[AQIP 1A – Helping Students Learn](#) – **determined by role**

[AQIP 1B – Helping Students Learn](#) – **open membership**

[AQIP 2 – Meeting Student & Other Key Stakeholder Needs](#) – **open membership**

[AQIP 3 – Valuing Employees](#) – **open membership**

[AQIP 4 – Planning & Leading](#) – **determined by role**

[AQIP 5 – Knowledge Management & Resource Stewardship](#) – **determined by role**

[AQIP 6 – Quality Overview focuses on the Continuous Quality Improvement](#) – **determined by role**

I hope this provides you with enough information to understand AQIP/continuous improvement without overwhelming you. You will learn more as you participate – just know that at WSC, you have a voice. Please, contact me if you have any questions. Again, welcome to WSC. I look forward to getting to know you.

Best,

Kaylyn Bondy  
Registrar, Director for Effectiveness