PROJECT MANAGEMENT DOCUMENTATION	**VERMONT TECH**	**TRANSITION ADVISORY TASKFORCE**

PROJECT UPDATE REPORT

Project Name: **IRC sub-team of enrollment group**	**Author/Date:** **Maureen Hebert – 9/23/21**

1. Project Update
Reporting Period (From Date/To Date): April 23 – through September 23, 2021
Work Completed This Period: Survey
Work to Be Completed in Next Period (Date): Build IRC team with Faculty members
What's Going Well: We have survey results and a follow up plan
What's Not Going Well: did not meet this summer due to competing projects and missing team members, not a lot of interest in IRC's or awareness of, and no capacity with departments due to competing work.
KPIs (key performance indicators): We need faculty input and members to develop KPI's - see below
Resources Needed (data, funding, other): unknown
Plan: Survey was sent out 3/26 - https://cewd.formstack.com/forms/credentialsurvey2021 - Ana will set this again in April to the departments that didn't respond – only a few more were received. We were unable to send again in the summer, since faculty weren't on campus or working on other projects. Plan: • Review results of survey • Of the respondents ask for two faculty to join our group • Conduct SWOT analysis with this larger group • Provide research around IRCs and Credentials for the team – Ask EAB • Form KPI's and • Develop an implementation plan – 1-3 projects
Project Changes: we lost a team member and want to add two faculty
Other Information: The team assessed that this topic should really be embedded in the programmatic/assessment conversation, as this doesn't really seem to be a common practice across departments or of interest for a variety of issues. It really is essential for faculty involvement in planning and implementation, as it needs to be integrated into the fabric of the degree programs.
2. Project Schedule – Not sure at this point, given competing work.
Insert or attach a current Tracking Gantt