

AQIP Student Mentoring Project Project Charter

Project Description

The Student Mentoring project will explore, study, and recommend the design of a mentoring program scaled to serve all MCC students and involving the entire campus community.

I. Problem Statement

- a. What challenges currently exist?
- b. What is/are the current perception(s) of the problem?
- c. What is the “real” problem?

II. Opportunity

- a. What will you study/analyze?
- b. How will affected groups benefit?

III. Goal Statement

- a. One sentence that simply states the goal of the project

IV. Scope

- a. How will you define the current situation?
- b. How will you analyze the current situation?
- c. How will you develop an improvement theory?

V. Constraints

- a. What limitations are known/expected?

VI. Assumptions

- a. What are the ideas/concepts we assume to be true?

VII. Key Stakeholders

- a. Which users or groups are important stakeholders in this project?

VIII. Project Sponsor

- a. Executive Cabinet

IX. Budget and Timeline

The Student Mentoring Action Project is tasked with providing recommendations only. Therefore budgets required to implement suggested strategies will be evaluated at the time

those projects are approved. This team is tasked with providing the recommendations by 12/01/17.

X. Approach and Organization

Mott AQIP projects follow the “Continuous Quality Improvement” methodology (outlined below). This team is tasked with completing Steps 1, 2, 3, and 4.

Step	Action/Step	Timeline
1	Identify area for improvement	
2	Define current situation	
3	Analyze current situation	May, 2016
4	Develop an improvement theory	November, 2016
5	Implement best strategies	N/A for project
6	Monitor results	N/A for project
7	Adjust, standardize, or plan further	N/A for project

XI. Team Members

- a. Co-Chairs (Name and Institutional Title)
- b. Note-Taker (Name and Institutional Title)
- c. Membership (Name and Institutional Title)