

1 PURPOSE

The purpose of the Process Improvement Working Group (PIWG) is to:


- Identify SE Process improvement opportunities
- Facilitate improvement of the SE Process thru expansion of current SE processes, activities, steps, and practices
- Coordinate SE Process improvement mechanisms throughout INCOSE
- Provide improved SE processes, activities, steps, and practices to INCOSE members

The reason for initiating this Process Improvement WG is because there is no organized SE process improvement method provided to INCOSE members by other members. This Process Improvement WG will provide that opportunity and will support the mission, vision, and goals of INCOSE identified at <http://www.incose.org/about/index.aspx>.

2 GOAL

The specific goals for the Process Improvement WG are to:

- Capture the purpose, output, and description of the SE Process as identified in ISO/IEC/IEEE 15288, ISO/IEC TR 24748, the INCOSE SE Handbook, and other SE Process sources
- Identify, develop, solicit, coordinate, and schedule proposed improvements for the future SE Process.
- Recommend standardized approaches for SE Process improvement and definition.
- Enhance the WG members' knowledge of process improvement methods.
- Develop an integrated approach for an organization-level strategy for SE Process improvement that would encompass the concept and application of continual improvement of the SE Process tailored to the organization.
- Provide support for the INCOSE Quick Review Process for applications such as maturity models.
- Provide INCOSE representation in Capability Maturity Model Integration (CMMI) administration activities to provide consistent SE Process application.
- Develop or solicit SE Process improvements
- Solicit SE Process improvement volunteers
- Provide SE Process improvement as a benefit to INCOSE members
- Coordinate SE Process improvement throughout INCOSE
- Provide representatives to other INCOSE WGs to obtain and provide consistent SE Process improvement application.

-  [2008 International Workshop SE Process Improvement Summary Presentation](#) Size: 200K
- Contact [SE Process Improvement and Capability Evaluation Working Group](#) for additional information or to join this group.

The vision of the Process Improvement WG is to be the acknowledged leader in advancing the overall continual improvement of the SE Process throughout the SE community. The mission is to:

- Elicit stakeholders' needs and real-world constraints
- Provide direction for continual improvement of the SE process
- Provide value-added SE Process improvements for the SE practitioners of the future.

This Process Improvement WG will address SE Process improvement as it relates to SE throughout the system life-cycle. This effort will be a free volunteer effort provided as a benefit to all members. This effort will exclude identification of actual US DoD projects because of ITAR regulations, copyrighted material unless authorized in writing by the author, and labor financial compensation.

3 SKILLS AND EXPERTISE REQUIRED

The skills and expertise that will be required for success include SE Process improvement development and implementation skills. Members will be needed who can provide or develop SE process improvements.

4 MEMBERS, ROLES AND RESPONSIBILITIES

- Lead: John Clark, john.clark@incose.org
 - Organize and lead the WG
 - Report status to the Assistant Director for Knowledge
- Co-Lead: Dr John Noblin, john.noblin@lmco.com
 - Assist the Lead in organizing and leading the WG
 - The Co-lead is responsible to act in the absence of the Lead
- Working Member: Participates in most meetings, teleconferences, and any Quick Reviews. Provides SE Process improvements.
- Reviewing Member: Participates in all Quick Reviews.
- Informational Member: Receives information via e-mail and participates in as many meetings, teleconferences, Quick Reviews, and SE Process improvement opportunities as possible.

5 OUTCOMES (PRODUCTS/SERVICES)

- SE Process improvements

6 APPROACH

- Meeting semi-annually at the IW and IS of the entire WG team
- Telecon quarterly
- Current projects:
 - Review INCOSE SE Handbook
 - Review ISO/IEC TR 24748-1, -2, -3, and -4



7 MEASURES OF SUCCESS

- Number of SE Process improvements
- Size of membership
- Number of members attending the WG sessions

8 RESOURCE REQUIREMENTS

- LiveMeeting license and telecon
- Travel cost reimbursement to the IW and IS for the WG Lead

9 DURATION

This Charter will remain in effect until rescinded by the signatory.

10 SIGNATURES

Enter the signature block of the submitter Date

1st Level of Approval

Date August 23, 2011

Technical Director, INCOSE

2nd Level of Approval

Chairman, INCOSE Board of Directors Date

Revision History

<u>Date</u>	<u>Revision</u>	<u>Description</u>	<u>Author</u>
30 Jan 2011	1.0	Initial Draft.	John Clark



INCOSE Process Improvement Working Group Charter

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