



College Policy & Procedures Manual	
Category	1 - General
Policy #	1.1.1 College Planning

1.1.1 College Planning

POLICY

The Board of Governors shall direct the President to develop a new or refreshed Strategic Plan at least every 6 years.

The President leads the College each year in generating an Integrated Plan that communicates initiatives designed to support achievement of the Strategic Plan objectives.

PURPOSE

Planning ensures the College's Mandate is achieved in the most effective manner.

SCOPE

Strategic planning involves wide consultation with both internal and external stakeholders.

All budget managers participate in the annual planning process and consult with their reports in developing initiatives that support the Strategic Plan objectives.

DEFINITIONS

Mission: The mission statement defines what the College does, why it exists, its reason for being.

Vision: The Vision statement is an aspirational description of what the College would like to achieve in the future. It takes into account the current status of the organization and serves to point the direction of where the College wants to go.

Values: A set of core principles and beliefs to guide how members of the College community behave towards each other and make decisions.

Integrated Planning: Integrated planning is the process by which all budget units at the College engage annually in the development of initiatives that contribute to the achievement of the College's 18 strategic objectives. It is the execution phase of the Strategic Plan and ensures that the Strategic Plan remains "dust-free". Integrated planning occurs at the individual department level, at the divisional level and collaboratively across divisions.



College Policy & Procedures Manual	
Category	1 - General
Policy #	1.1.1 College Planning

GUIDELINES

A. Strategic Plan

- A.1 A Strategic Planning Committee with broad representation is appointed by the President to oversee the development of the Strategic Plan.
- A.2 The Strategic Plan includes the College's Mission, Vision, Values and Strategic Objectives.
- A.3 The Board of Governors approves the Strategic Plan after seeking advice from Education Council.

B. Annual Integrated Plan

- B.1 Planning of initiatives is a continuous process, but the formal capture and documentation of the initiatives mirrors the budget development process cycle.
- B.2 The Integrated Plan is approved by the Board of Governors at the March Board meeting.