The Planning Process

- Why we do planning
- How is planning organized
- Planning dates and next steps
Strategic Planning

A disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what it does, and why it does it.
© Original Artist

"OK, how about 'proactively striving for excellence in da rackets game'?"
What is Planning

- Process to accomplish our mission
- Benefits everyone and better serves students
- Resource allocation
- Institutional Effectiveness
- Accreditation
Standard 1 – Institutional Mission & Effectiveness

- The institution sets goals to improve its effectiveness
- The institution assesses progress toward achieving its stated goals
- The institution provides evidence that the planning process is broad-based, offers opportunities for input, allocates necessary resources, and leads to improvement of institutional effectiveness
Rubric for Evaluating Institutional Effectiveness in Planning

- The institution uses ongoing and systematic evaluation and planning to refine its key processes
- There is dialogue about institutional effectiveness
- There is an ongoing review and adaption of evaluation and planning process
- There is consistent and continuous commitment to improving student learning; and educational effectiveness is a demonstrable priority in all planning structures and processes
Institutional Planning Process

Plan Team

Program Review Including SLO/SSO/SAO Assessment

Program Plan Including SLO/SSO Assessment

Unit Plan Including SLO/SAO Assessment

Area Plan Including SLO/SAO Assessment

Review Committee

Resource Allocation

Presidents Cabinet

Institutional Goals and Objectives

Planning Fiscal Council

Institutional Planning Retreat

Planning Fiscal Council

Vice President Finance & Business

Prioritized Resource Requests

Facilities Equipment Staffing Technology Committees
I'm afraid the meeting will start a little late, the strategic business planning team are lost in the building somewhere.
Planning Bodies

- Planning / Fiscal Council
- Program Review Committee
- Student Learning Outcome Committee
- Institutional Effectiveness Committee
The Planning Process

- Orientation / Training
- Program, Unit, Area Plans
- Resource Allocation - Staffing, facilities, technology and equipment, budget augmentation
- Analysis / Assessment
- Institutional Planning Retreat
- Institutional Goals & Objectives
- Assessment of Planning Process
The Planning Process

- 95 Program Plans
- 16 Program Review Plans
- 28 Unit Plans
- 4 Area Plans
Dues Dates

- Begin Program Plans and Program Review Plans – August 22
- Planning Training – September 8-17
- Complete Program Plans and Program Review Plans – October 17
- Begin Unit Plans – October 20
- Program Review Committee Meetings – October 31, November 14, December 5
- Complete Unit Plans – November 26
- Begin Area Plans – December 1
"You asked to see our original strategic plan."
Resources & Tools
Website Resources

- Important dates
- Help line
- Feedback form
- Planning process
- Planning documents
- Planning training
- Program review
- Research
Planning Software

- Plan Builder on or off campus
- Mac users
- Start a Program Plan
- Help text
- How to navigate
Planning Software

START HERE TO ENTER ANNUAL PLAN

Planning Software from On Campus
Planning Software from Off Campus

Institutional Planning Helpline x8644 or 909-443-6644

Institutional Planning Process
Institutional Planning Dates - Fall 2014

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Institutional Planning Kick-off</td>
<td>August 22, 2014</td>
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<tr>
<td>Complete Program Plans Review Plans</td>
<td>October 17, 2014</td>
</tr>
<tr>
<td>Begin Unit Plans</td>
<td>October 20, 2014</td>
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<tr>
<td>Begin Program Review Meetings</td>
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<td>Complete Unit Plans</td>
<td>November 20, 2014</td>
</tr>
<tr>
<td>Begin Area Plans</td>
<td>December 1, 2014</td>
</tr>
<tr>
<td>Complete Area Plans</td>
<td>January 16, 2015</td>
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</tbody>
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Institutional Research and Planning Office
Located in LA33
Phone: (909) 895-8912
Fax: (909) 895-8458
Plan Teams

- Representative group if possible
- Cross departmental
- Set up early
CHAOS ERUPTED IN THE BOARDROOM WHEN SOMEONE STARTED A PIE CHART FIGHT.
Plan Content

- Mission Statement
- SLO/SAO
- Characteristics, Performance, Trends
- Strengths, Weaknesses, Opportunities, Threats (SWOT)
- Accomplishments & Recommendations for Improvement
- Staff Development
- Strategic Directions
- Goals & Objectives – Resource Allocation
RIO HONDO COLLEGE
Planning ROCKS
The Comeback Tour

Institutional Planning Process Training