**Institutional Planning Process Overview**

**FALL**
- **Program Plans Created**
  100+ programs create annual plans for the following AY. Plans include outcomes, objectives, and resource requests.

- **Unit Plans Created**
  25+ units create annual plans for the following AY. Each unit includes 1+ program and brings together objectives and select program resource requests.

- **Area Plans Created**
  4 areas create annual plans for the following AY. Each includes 4+ units and brings together objectives and select from unit resource requests.

**SPRING**
- **Institutional Planning Retreat**
  Campus stakeholders meet. Activities include:
  - Reporting on Program Review Institutional Recommendations
  - Reporting on Prioritized Resource Requests
  - Review of Institutional Goals & Objectives

- **Reporting to Planning & Fiscal Council**
  Results of the Institutional Planning Retreat are reported to the council.

**SUMMER**
- **Reporting to President’s Cabinet**
  Results of the Institutional Planning Retreat are reported to the cabinet.

- **Board of Trustees**
  Prioritized resource requests are submitted for Board approval.

**Program Reviews Created**
Programs complete a review every six years. Reviews include a retrospective look at what the program has done and where it is going in the future.

**Program Review Committee Meetings**
Programs going through review meet with the Program Review Committee. Committee makes program and institutional recommendations.

**Planning and Fiscal Council Sub-Committee Meetings**
Resource requests are ranked and prioritized by PFC sub-committees.

**Institutional Effectiveness Committee Review**
Results of the Institutional Planning Retreat are reviewed by committee, Institutional Goals & Objectives recommendations are made.

**President’s Review & Approval**
Results of the Institutional Planning Process are reviewed and approved by the President.

**Completed by faculty staff, and admin.**

**Work by committee**

**Process, Evaluation or Approval**

Note: This overview may not include every step taken by a committee or individual.
Annual Program Plans
Programs create plans for the following academic year. Plans include objectives and resource requests.

Program Review
Programs complete a review every 6 years. Reviews include a retrospective look at what the program has done and where it is going in the future.

Annual Unit Plans
Unit brings together objectives and selected resource requests from assigned programs to create a plan for the following year.

Program Review Committee
Programs going through review meet with the committee. The committee makes program and institutional recommendations.

Annual Area Plans
Area brings together objectives and selected resource requests from assigned units to create a plan for the following year.

Planning & Fiscal Council Sub-Committee Meetings
Resource requests from area plans are ranked and prioritized.

Institutional Effectiveness Committee
Retreat results are reviewed, revisions to Institutional Goals & Objectives are made.

Campus Planning Retreat
Campus stakeholders meet to:
1) Review Institutional Goals & Objectives,
2) Review prioritized resource requests
3) Review recommendations that came out of the program review process.

Institutional Planning Retreat results are reported to PFC.

Institutional Planning Process Overview
Revised 8/6/19

Report to Planning & Fiscal Council
Retreat results reported to PFC.

Institutional Planning Process
Results of the Institutional Planning Process are reviewed and approved by the President.

Report to President’s Cabinet
Results of the Institutional Planning Retreat are reported to the cabinet.

Board of Trustees
Prioritized resource requests are submitted for approval.