# Annual Planning and Evaluation Process

#### January

## Review Results & Update Strategic Plan

Summary of assessment of objectives and the use of results to improve programs and services are reviewed. Updates to the College's Strategic Plan are made.

> Who: ORIE and IE Committee.

#### **August - November**

Review of Achieved Outcomes

Summary of assessment of objectives and the use of results to improve programs and services are reviewed.

Who: The President and the Executive Council

# February

# Development of Institutional Goals

Based on prior year's performance, annual institutional goals and assessment methods determined.

Who: The President and the Executive Council

# June - July

Development of Institutional Budgets

The budgets developed by each division are discussed and prioritized collectively based on the previously set institutional goals.

Who: The President and the Executive Council

# March-June

# Development of Divisional Objectives

In alignment with institutional goals, determine area objectives and methods of assessment.

Who: Deans, directors, and coordinators in collaboration with faculty and staff

#### April - June

## Development of Divisional Budgets

Compile budget requests and send to VP and/or President. VPs and President compile and prioritize budgets for their division.

Who: Deans, directors, and coordinators