AP 3250  Institutional Planning

Decision Making at College of the Canyons describes planning processes and is updated annually. It also details the roles of each employee group on campus in planning and decision-making in general terms and related to specific committees and plans. Every instructional and academic department on campus participates in planning at the department and college-wide levels. Descriptions of committees who develop plans are further described in the Decision-Making Guide.

All plans are updated regularly. Most are updated at least once every three years, with many being updated annually. One noteworthy exception is the Educational and Facilities Master Plan which is updated every six years. Copies of individual plans are available on the Intranet, under the College Information link.

College-wide and departmental plans are developed in a manner that encourages broad participation from all employee groups on campus. Plans are informed by institutional research, especially performance indicators when appropriate. Once completed, the Educational and Facilities Master Plan and other plans as required by Title 5 are presented to the Board of Trustees for approval. Other plans, such as the Strategic Plan and the Technology Master Plan are presented to the Board of Trustees as information items. Plans are submitted to the Chancellor’s Office for approval when required. More importantly, all plans, including the budget, are interrelated and developed with the purpose of advancing efforts of every department on campus in meeting their departmental and institutional goals.

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