

**Category:** Operational

**Division:**

**Department:** Operations

**Policy Title:** Administrative Planning and Decision Making

**Policy Statement:** Administrative planning and decision making includes input from students, staff, faculty and the community (stakeholders). The college plan aligns with the mission, values and goals set by the GCCC Board of Trustees.

**Procedures:** Throughout the year, students, employees and the community have an opportunity to provide feedback and input into college operations. Committee meetings, forums, advisory boards and the college planning process are just a few of the opportunities for input. The college planning process occurs each spring with discussions at various levels – beginning at the unit/program level and ultimately culminating with the annual goals and budget approved by the Board of Trustees. The annual planning schedule is as follows: January, Unit plans finalized; February, Department plans finalized; March, Division plans finalized; April college plan developed.

**Contacts:** Vice President for Administrative Services

**Approved Date:** 3/1/2018

**Policy History:** 1/1/16

**Keywords:** planning, decision, committees, stakeholders

**Related Form:** Click here to enter text.