

Strategic and Institutional Effectiveness Planning Policy

Applies to Faculty and Staff

The purpose of the *Strategic and Institutional Effectiveness Planning Policy* is to affirm Rhodes State College's responsibility to engage in institution-wide, systematic, and continuous assessment of the effectiveness of the institution.

Policy Statement

Rhodes State College develops, manages, and monitors institutional operations based on a comprehensive strategic and institutional effectiveness planning process conducted within all organizational units. The College requires systematic, annual, and long-range planning, implementation and analysis, leading to performance improvement of institutional, program/department, and student learning outcomes in order to further the mission.

Policy Review

The Strategic and Institutional Effectiveness Planning Policy will be reviewed every three years and updated as needed to reflect changes in College structure, revision of accreditation standards or continual improvement of the institutional effectiveness process.

Responsible Office

Office of Institutional Effectiveness

Strategic and Institutional Effectiveness Planning Procedure

Applies to Faculty and Staff

The purpose of the *Strategic and Institutional Effectiveness Planning (SIEP) Procedure* is to ensure clear, consistent and sustainable processes in alignment with the *Strategic and Institutional Effectiveness Planning Policy*.

Under the direction of the President, the faculty, administration, and staff of Rhodes State College will participate in an ongoing planning, implementation, assessment and improvement cycle for both student-learning outcomes and administrative-services outcomes. The Vice President of Institutional Effectiveness/Assistant to the President for Planning will coordinate the SIEP process and, through the offices of Institutional Research and Assessment, provide consultation to all College personnel regarding: (a) the processes and procedures outlined within the SIEP Operations Manual; (b) measurement and assessment; (c) quantitative analysis; (d) survey development; (e) research design, for identified areas of study; and (f) related topics that support planning, assessment, and decision-making at the unit and institutional levels.

Strategic Planning

The College will have a formal strategic plan that incorporates an environmental scan, mission review, decisions regarding priorities and budgets, and Board of Trustees approval. The faculty and staff will be involved in developing the plan and will be included in the structure by which the plan is implemented. The institution will maintain a current strategic plan through which the institution's mission is advanced in accordance with the strategic directions and guiding principles established by the President in collaboration with the executive administration.

Institutional Effectiveness

The College will have a formal process by which systematic assessment of institutional effectiveness is conducted and the results used to achieve institutional improvement. The institution and each of its units will identify key performance measures to assess applicable student learning outcomes and functioning of services, specifically related to:

1. General education core skills and abilities at entry and exit;
2. Technical competencies;
3. Degree programs; and Non-credit Training
4. Academic and administrative support services and/or functions.

The faculty and staff will be involved in developing assessment processes and included in the structure by which those processes are implemented and used for improvement.

Strategic and Institutional Effectiveness Planning Budget Process

The institutional planning, assessment, and improvement processes are expected to contribute to the realization of Rhodes State's vision, mission, goals, and strategic initiatives. The institution and each unit will link its substantive budget allocations and other major academic and administrative decisions to its planning and assessment processes in order to improve institutional effectiveness.

Strategic and Institutional Effectiveness Plan

A current copy of the College's strategic plan will be maintained on the Rhodes State College website. The plan will contain: (1) a description of the planning and effectiveness structure and process, (2) institutional objectives, (3) the measures and targets for achievement of its strategic objectives, and (4) the associated key performance indicators used for assessing and improving institutional effectiveness.

Definitions

Assessment is the process of determining whether established goals in a division, unit, and department operational plans are met and how to make improvements based upon outcomes. Assessment is conducted by each academic and administrative unit on an annual basis, following the fiscal calendar.

Institutional effectiveness demonstrates achievement of the institutional mission by providing for review of the institution's mission and related goals, actions and outcomes, which results in data-informed approaches that lead to continuous improvement.

Procedure Review

The Strategic and Institutional Effectiveness Planning Procedure will be reviewed every three years and updated as needed to reflect changes in College structure, revision of accreditation standards or continual improvement of the process.

Responsible Office

Office of Institutional Effectiveness