



Nurtured  
Directed  
Focused  
Valued Engaged  
Connected

ADMINISTRATION

# Councils and Committees Pathways to Decisions

2021-22



## Planning and Resource Allocation

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### Integrated Planning

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Integrated planning is the linking of vision, priorities, people, and the physical institution in a flexible system of evaluation, decision-making, and action that is dedicated to the improvement of institutional effectiveness. The planning processes shape and guide the institution over time during financial growth and decline. Allan Hancock College is committed to the spirit and practice of inclusive and comprehensive shared governance in college decision making. Integrated planning is an essential component in this endeavor as reflected throughout this document.

When Allan Hancock College developed the CCPD, it made a commitment to pursue a systematic approach to organizational planning to guide the decision-making processes of the campus. This systematic approach to the planning process includes the integration of all operational plans under the general direction of our Mission, Vision, and Values. In other words, the realization of our purpose as an educational institution is accomplished by the operational plans of the various units and departments throughout the campus.

Integrated planning is neither top-down nor bottom-up; it is an interactive process in which an institution, through its governance processes, thoughtfully uses its values and vision to set priorities and deploy its resources and energies to achieve institutional changes and improvements at various levels of the organization in response to current or anticipated conditions.

Along these same lines, improvements to integrated planning and decision making need to reflect upon the allocation of resources through institutional budgeting processes and the essential steps used to identify resources. Decision making often, if not always, has some implication for resources. Accreditation Standard I.B.9 requires the institution to ensure integration of planning and resource allocation:

*The institution engages in continuous, broad based, systematic evaluation and planning. The institution integrates program review, planning, and resource allocation into a comprehensive process that leads to accomplishment of its mission and improvement of institutional effectiveness and academic quality. Institutional planning addresses short- and long-range needs for educational programs and services and for human, physical, technology, and financial resources.*

### Identifying Priorities

Institutional priorities facilitate the allocation of resources to program and broader college needs identified throughout the year largely through program review and annual updates. A comprehensive college-wide list of top institutional priorities and outcomes is established each year before the prioritization process. The steps of prioritization are explained more fully in the narrative in Timeline for New Funding (see page 25). In addition to the program review process, high impact initiatives are identified through council and committee efforts, such as the annual Student Success Summit. The college's annual planning retreat provides a platform for identifying institutional priorities, key activities, and resource needs to advance the college mission.

### Allocation of New Resources

Resource allocation processes link new resource needs identified in program reviews, institutional innovations, and other educational initiatives to available resources. The integration of prioritization and resource allocation ensures that resources are used in their highest priority of need and are leveraged to fund as many needs as possible. Resources include all assets of the college, including facilities, equipment, supplies, and employees.

An effective resource allocation process is one that is transparent, forward looking, and inclusive. Integral to successful budgeting is rolling multi-year budgeting.

### **Annual Timeline of Planning and Resource Allocation**

The annual process for planning and resource allocation can be seen as a two-part process. Part one is the prioritization of needs that includes input from program review, departments, deans, and vice presidents. Part two includes the integration of funds with the resource needs.

## Multi-year Planning and Resource Allocation

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