

<p style="text-align: center;">HAYWOOD COMMUNITY COLLEGE</p>	<p style="text-align: center;">ADMINISTRATIVE STRATEGIC PLANNING</p>	<p style="text-align: center;">Procedure 2.3.2.1</p>
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The College follows a five-year strategic planning cycle; however, changes at the College may result in extensions to the cycle's time frame. Every five years, the Board sets five-year goals for itself during its annual retreat. The President's Institutional Excellence Team uses the Board's goals and data generated from College surveys and focus groups to revise the College's mission statement and vision statement, if necessary, and to set several measurable five-year goals as the College's strategic plan. While the strategic plan is a five-year process, goals will be evaluated at least annually.

These goals drive the College's organization, communication and resource allocation for the next five years. The Institutional Excellence Team will identify core team members for each of the goals. Teams are made-up of membership from throughout the College based on the focus of each team. These teams meet frequently and reevaluate goals annually.

Once teams are formed, they will operate in pursuit of the five-year goals' objectives. Teams may enlist other College personnel as needed for both ad hoc and recurring tasks. Teams meet frequently and the chairs of each team shall meet with each other regularly, but not less than once per semester, to coordinate team efforts. An update to the College on the strategic plan progress will occur at least once per year.

Prior to the end of each five-year cycle, teams shall make recommendations based on the achievement of the College's goals. These recommendations will be considered in setting the next five-year goals.

Adopted: 11-14-2017