**HCC Statement on the relation between Assessment and the Strategic Plan**

There are two major assessments that must be carried out by every program in the UH System. These are the 1) Annual Assessment and 2) 5 Year Program Review. HCC's Planning Council has agreed that these must serve as the primary means for justifying the inclusion of an item in the HCC Strategic Plan. Assessments must be student-centered and written in language that is approved by the Assessment Committee.

**Acceptance of items into the HCC Strategic Plan**

- The item must be aligned with the UH System Strategic Goals.
- The recommended way to justify an item being included in the Strategic Plan is to use assessment results of the Annual Assessment or Program Review Report.
- In cases where assessment analysis is not available for justification, the submitting party must be prepared to document the justification through forecasts that involve employer data and/or workforce development data.
- Some items may need to be included because of special overriding laws (such as the American Disabilities Act).
- Requests for resources beyond what is required to satisfy a need will not be forwarded. HCC's Administrative team must be allowed to seek the most cost-effective means for satisfying a need.

**New/Innovative Items and the Strategic Plan**

- Although a new/innovative program may not have assessment data available, the request should be documented with forecasts that include employer data and/or workforce development data.
- A new Hon CC Strategy (HON CC Strategy A.10) will be added to the HCC Strategic Plan to cover Startup and Seed Projects that could possibly become institutionalized. This will allow the Planning Council to require that assessment be performed during the time between the project's start and the point when the program might become institutionalized.

**Additions to the Strategic Plan**

- Add Strategy A.10 referred to above and shown on next page.
- Add a column that shows the submitter of the item. This will make it easier to follow-up when someone has questions about a requested item.
Strategic Goal A: Promote Learning and Teaching for Student Success

HON CC Strategy A.10: Institutionalize Successful Startup and Seed Projects

Meeting Hawai‘i’s Higher Education Needs:
1) Increases the educational capital of the State
2) Provides an effective means of new program evaluation

1. Improve opportunities for student success

Costs:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Participants</th>
<th>Submitter</th>
<th>Activity Dates</th>
<th>Costs</th>
<th>Relationship to HonCC Mission and Goals</th>
<th>Justification/Supporting Data indicating need</th>
<th>Possible Consequences if not met</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institutionalize successful startup and seed projects.</td>
<td></td>
<td></td>
<td></td>
<td>$$</td>
<td>Needed to fulfill HonCC mission and goals</td>
<td>HonCC will not have made plans to allocate resources for institutionalizing startup/seed projects.</td>
<td></td>
</tr>
</tbody>
</table>

Approved by Planning Council October 12, 2007