

 CAPILANO UNIVERSITY		POLICY		
Policy No.		Officer Responsible		
B.111		Vice President, Strategic Planning, Assessment & Institutional Effectiveness and Vice President Academic and Provost		
Policy Name				
Strategy Development and Review				
Approved by	Replaces		Category	Next Review
Board	B.101 Vision, Purpose, Values and Goals		Governance	April 2027
Date Issued	Date Revised	Date in effect	Related Policies	
April 30, 2024	NEW	April 30, 2024		

1. PURPOSE

The purpose of this policy is to establish Capilano University's (the "University") approach to developing, reviewing and updating, and redeveloping its statements of purpose, vision and values and the Strategic and Academic Plans.

2. DEFINITIONS

"Strategic Plan" means for the purpose of this policy, the overarching institutional planning document that describes the shared purpose, vision and values and sets out the long-term goals of the University as a whole and the strategies to achieve those goals.

"Academic Plan" means for the purpose of this policy, the planning document that describes the University's overall academic goals and commitments and sets out how those goals and commitments will be achieved across all learning locations.

3. SCOPE

This policy applies to the development of the University's purpose, vision and values statements, and the University Strategic and Academic Plans.

4. POLICY STATEMENT

- 4.1 The University will engage with learners, employees, and community partners when developing, updating or redeveloping clear statements of its vision, purpose and values.
- 4.2 The strategic priorities and goals of the University will be developed within the context of the vision, purpose and values, informed by consultation processes, and will be expressed in the Strategic and Academic Plans.

- 4.3 The consultation approach to be used when developing, reviewing and updating or redeveloping vision, purpose and values statements and the University's Strategic and Academic Plans will be developed and shared with the Senate and Board. Consultation will include learners, employees, and community members.
- 4.4 The Strategic and Academic Plans provide the overarching direction that guides the University's long-term decisions and actions.
- 4.5 The University will regularly monitor its success in incorporating its vision, purpose and values in its actions and decisions and in achieving the priorities and goals set out in the Strategic and Academic Plans.
- 4.6 The University will periodically review its vision, purpose and values statements and the Strategic and Academic Plans and consider whether to update or to redevelop the statements and/or plans to reflect change in the post-secondary environment including the mandate from government and the current and future needs of learners, employees and communities. Reviews will normally occur every five years but may be prompted by pressures or opportunities at any time.
- 4.7 Redevelopments of the vision, purpose, values, statements, and the Strategic Plan will be initiated by the President or at the request of the Board. Redevelopments of the Academic Plan will be initiated by the VP Academic and Provost.
- 4.8 The University will, as needed, develop relevant plans to support the achievement of the priorities and goals expressed in the Strategic or Academic Plans. As with the Academic and Strategic Plans, a consultative approach will be adopted during the development, review, and any redevelopment of relevant plans. As the individuals and groups impacted by these plans will vary depending on the purpose and anticipated content, this will inform the breadth and method(s) selected for consultation. Where a "living document" is created, ongoing consultation may be deemed appropriate.

5. RESPONSIBILITIES

- 5.1 The Board is responsible for
 - a) reviewing and approving the vision, mission and values statements of the University in collaboration with the Senate;
 - b) reviewing and approving the Strategic and Academic Plans;
 - c) monitoring the University's performance against the Strategic and Academic Plans;
- 5.2 The Board Governance and Planning Committee assists the Board in its strategic oversight role by providing advice on strategic planning for the University. The committee's role includes:
 - a) Reviewing the Strategic and Academic Plans and
 - b) Monitoring performance against the Strategic and Academic Plans.

- 5.3 The Senate provides advice to the Board on the development or redevelopment of the vision, purpose and values statements and Strategic and Academic Plans, receives the Strategic and Academic Plans (including when significant changes are made) and makes recommendations to the Board on the educational goals, objectives, strategies and priorities expressed therein.

6. REPORTING

- 6.1 The Vice President Strategic Planning, Assessment & Institutional Effectiveness or their designate provides periodic reports on progress with the Strategic Plan to the Board.
- 6.2 The Vice President Academic and Provost or their designate provides periodic reports on progress with the Academic Plan to the Senate.

7. DESIGNATED OFFICER

The Vice President Strategic Planning, Assessment & Institutional Effectiveness and the Vice President Academic and Provost are the Policy Owners, responsible for the oversight of this Policy. The Administration of this Policy and the development, subsequent revisions to and operationalization of any associated procedures is the responsibility of the Associate Vice President, Strategy, Analytics and Transformation and the Director, Academic Planning & Quality Assurance.

8. REFERENCES

University Act, RSBC 1996, c. 468

Accountability Framework, Standards and Guidelines Manual

Strategic Plan - Envisioning 2030

Academic Plan - Illuminating 2030

Board Governance Manual

Board Governance and Planning Committee Terms of Reference