



# **Handbook of Operating Procedures**

**Section:** 2.1.4  
Originally Approved: 09/28/00  
Last Amended: 02/26/08  
Last Reviewed: 07/20/06  
Page: 1 of 2

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## **STRATEGIC PLANNING AND ASSESSMENT**

### **A. Purpose**

The purpose of this policy is to set forth requirements for systematic, written strategic planning and assessment.

### **B. Persons Affected**

This policy applies to all institutional units at The University of Texas-Pan American.

### **C. Policy**

The policy of The University of Texas-Pan American is to ensure that the development, management, and operation of the University is solidly based on systematic, comprehensive planning and assessment processes that involve the engagements of all institutional units, result in continuous improvement, and demonstrate that the University is effectively accomplishing its mission.

### **D. Definitions**

1. *Institutional units.* Includes the divisions, colleges, academic departments or programs, administrative departments or offices, or centers or institutes.

### **E. Responsibilities**

The Office of Institutional Research and Effectiveness (OIRE), with the advice of the Stewardship Coordinating Council, will:

1. develop and disseminate guidelines for developing the strategic plan, the annual action plan, the annual assessment report, and other written documents required for the strategic planning and assessment processes; and
2. review and publish the results of the strategic planning and assessment processes on a regular basis.

### **F. Procedures**

Not applicable.

### **G. Review**



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Page: 2 of 2

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## **STRATEGIC PLANNING AND ASSESSMENT**

The Divisional Head for this policy is the President and this policy shall be reviewed every five years or sooner if necessary by the following Stakeholders:

1. Executive Director for the Office of Institutional Research & Effectiveness – Senior Reviewer
2. Stewardship Coordinating Council Chair
3. Council of Deans
4. Faculty Senate Chair
5. Staff Senate Chair
6. Student Government Association President