October 2011

7.107 Annual Operating Plans

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I. Introduction and Purpose

The purpose of this policy is to define the process for each campus’ submission of their Annual Advancement Operating Plan.

II. Procedure

A. Each campus’ or unit’s senior advancement officer is to complete the Annual Advancement Operating Plan for the following fiscal year, by June 15 of each year, and forward the plan to the Vice Chancellor for Institutional Affairs (VCIA).

B. Every 6 months, each campus’ or unit’s senior advancement officer is to send a report to the Chancellor and the VCIA indicating the campus’ or unit’s progress toward meeting its goals and benchmarks.

Forms Cross Reference

| Annual Planning Template for Advancement Departments | Form # 7.107:01 |