

# IRVINE VALLEY COLLEGE STRATEGY FORM

## COVER PAGE (Changes Tracked)

*(Do not include with Proposal/ Tear off before submitting)*

### New Proposal Process:

1. Requestor completes the Strategy Form including the Main Page and all applicable Resource Assessment Worksheet(s) (RAW), signs the Signature Page and submits the Strategy Form/RAWs to the Dean/Director.
2. Dean/Director signs and submits the Strategy Form/RAWs to the Vice President (VP) or the President for signature and assignment to the appropriate Strategic Planning (SP) Committee.
3. After the SP Committee's review, the committee chair submits the Committee's assessment of the proposal as well as objective(s) it supports to SPOBDC. The Committee's brief comments and the chair's signature are included on the Signature Page.
- ~~3.4.~~\_\_\_\_\_The VP, President or their designee present proposals to Strategic Planning Oversight and Budget Development Committee (SPOBDC).
- 4.5.\_\_\_\_\_SPOBDC may assign the proposal to an additional Strategic Planning (SP) Committee, if necessary, or Formal Process (classified hiring, instructional equipment, etc).
- ~~5.6.~~\_\_\_\_\_If assigned to a SP Committee, the Committee verifies the proposal for consistency with the College's Goals and Strategic Plan. Committee does not make fiscal assessments.
- ~~6.~~ SP Committee chair submits the Committee's assessment of the proposal as well as objective(s) it supports to SPOBDC. The Committee's brief comments and the chair's signature are included on the Signature Page.
7. If referred to a Formal Process, the coordinator of that Formal Process presents a compiled list of proposals to SPOBDC.
8. SPOBDC makes recommendations to the President's Executive Council on all proposals. The SPOBDC's brief comments, recommendation, and co-chair's signature are included on the Signature Page.
9. The President's Executive Council makes final disposition on the recommendations.

*For further assistance please call Office of Fiscal Services at extension 5326 or email: [dkhachatryan@ivc.edu](mailto:dkhachatryan@ivc.edu)*

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