

Unit Planning

Each functional unit, department, and program participates in annual planning and evaluation processes at BCTC. The annual plans are housed in the online Assessment, Improvement, Measurement (AIM) System. The annual plan components include:

- Mission - Mission identification or a description of the purpose of the entity.
- Objectives/Outcomes - Initiatives that describe a task to be accomplished (objective) or a desired end result (outcome). The objectives/outcomes are linked to at least one college strategic goal and an annual institutional priority.
- Measure – Strategies to achieve the identified objectives. Target levels of achievement are determined for each measure. Progress on each measure is monitored throughout the year.
- Analysis Questions - Responses to three questions assist each unit in "closing the loop" and using their end-of-year findings in planning the upcoming year's initiatives.

The results for each year are compiled by the Office of Institutional Planning, Research and Effectiveness and included in the Strategic Plan Report.