

## PLANNING PROSPECTUS

1994

### The Context

Act 629, as amended by the South Carolina General Assembly in 1988, directs that "The Commission on Higher Education shall ensure that each public institution of higher learning in this State maintains its individual planning process." (Section 59-104-630) This law also states that "The chief executive officer of the Commission on Higher Education shall develop a prospectus for planning each year." (Section 59-104-640) On February 6, 1992, the Commission on Higher Education (CHE), upon the recommendation of the Advisory Council on Planning, modified the annual planning cycle to coincide with the calendar year. Hence, this prospectus addresses the period from January through December of 1994.

This Planning Prospectus serves two purposes. First, it describes those components of planning on which each institution is expected to report in its Annual Planning Report to the CHE on June 15, 1994. Second, it describes briefly those issues and topics which the chief executive officer of the CHE proposes as the year's planning agenda for the Advisory Council on Planning.

### **Annual Planning Report**

Each institution and the State Board for Technical and Comprehensive Education will submit by June 15, 1994 a brief report that addresses (in the order listed below) components of that institution's (agency's) planning. Please note that when an institution has received a letter from the Committee on Statewide Planning indicating that either the mission statement or vision statement submitted in June, 1993 is judged to be adequate, there is no need to resubmit that statement in 1994 unless your board has approved a change since the June, 1993 submission or unless the Advisory Council on Planning or the Commission on Higher Education has raised additional questions and requested changes. Similarly, no institution is required to identify "major goals and actions" (item 4) if there have been no changes since the last submission. All institutions must respond to items 1 and 5 in this Prospectus, and all institutions that have received suggestions for improving their mission and/or vision statements must respond to items 2 and/or 3.

#### 1. Planning Process

A short (one or two pages) description of the institution's planning process, which may include a diagram for clarification.

#### 2. Institutional Mission Statement

A copy of the current institutional mission statement with an indication of the date on which it was approved by the governing board.

The Committee on Statewide Planning has been reviewing mission statements in an attempt to encourage all South Carolina public institutions to include certain common information elements (suggested in the Resource Manual on Institutional Effectiveness of the Southern Association of Colleges and Schools) in their mission statements. Institutional presidents have received a letter indicating either that the Committee felt that the current statement was clear and contained those elements or that the Committee felt that certain elements could be included or stated more clearly. We encourage institutions to modify their mission statements when the Committee feels that they could be improved.

### 3. Institutional Vision Statement

A short summary statement of the institutional vision for the next five years which incorporates plans and aspirations.

While a mission statement should focus on what an institution is currently authorized to do and how it is accomplishing or plans to accomplish that mission, a vision statement looks further into the future and may include plans that go beyond an institution's current mission as well as plans that are within its current mission. When an institution's vision statement goes beyond the currently established mission, that vision statement should contain specific language that identifies those plans which are "not within the currently established mission."

4. To support its mission, vision, and long-range plans, each institution is asked to identify major goals and actions (with projected timelines when possible) that it plans to take for the following areas that are applicable:

- a. academic programs and instruction
- b. staffing (academic and administrative)
- c. support services (library, institutional, administrative)
- d. student services
- e. finance/budget
- f. facilities
- g. research
- h. public service

5. A table with the full-time-equivalent and headcount enrollment identified by IPEDS definitions of undergraduate, first professional, and graduate students (as appropriate) for Fall, 1993 (actual) and Fall, 1997 (projected).

### New Planning Topics for 1994

The Commissioner of Higher Education recommends that the Advisory Council on Planning consider the following items, as well as any it may wish to add, as its planning agenda for the coming year:

1. It is proposed that a "blue ribbon" committee examine various efforts and proposals that have been designed to reward and fund higher education quality initiatives in South Carolina and elsewhere; determine which of these efforts and proposals are most effective; and recommend a program to

fund such initiatives in South Carolina. The committee should consist of three representatives of business and industry appointed by the Commission on Higher Education, three representatives of the colleges and universities appointed by the Council of Public College and University Presidents, and one representative each appointed by the Governor, the Chair of the Senate Education Committee, and the Chair of the House Education and Public Works Committee.

2. It is proposed that a "task force" comprised of appropriate faculty and administrators from public colleges and universities as well as two representatives from the Commission staff examine the feasibility of having institutions establish or expand internships as part of the required curriculum in appropriate professional programs. This "task force" would be asked to assess what institutions are currently doing in the areas of school-to-work apprenticeships, internships, cooperative learning and/or other programs which require in-field training for academic credit. The "task force" would make appropriate recommendations which could strengthen formal, planned school-to-work student experiences for up to a full semester's academic credit. Such planned experiences should include, but not be limited to, areas critical to South Carolina's general fund appropriations such as social services, corrections, health, and education. It is anticipated that the strengthening of the integration of academic and on-the-job learning could provide solutions to economic, educational, and social problems experienced by both colleges and universities and agencies/businesses/industries.