

MANAGEMENT REVIEW SUBCOMMITTEE REPORT

Working Group Members:

Karen Davies

Catherine Giles
Maureen Mallais
Penny Fahlman
George Davison

1 Annual Processes

There are several review processes in place within the College system. There are a number of one time only reviews, which tend to be issue driven reviews and the ones that have the most visible results. The Academic Reorganization paper written during the 1993/94 academic year is an example of an issue-driven review. This review resulted in a reorganization of the Academic side of the College, new reporting structures, and the formation of the Educational Administrative Team. Another example of an issue-driven review was the Community and Continuing Education framework paper. This paper resulted in the creation of the Community and Continuing Education Department in Prince George.

The following is a list of annual review processes within the College system:

1. Annual Report
2. Budget and Financial Reports
3. Education Administrative Team Planning review
4. Annual Planning Retreat of President's Advisory Committee
5. Annual College Board Planning and Goal Setting review
6. Program Advisory Committees (Appendix N)
7. Enrolment Reports

It was noted by this working group that the College does not have a strategic plan. However, there are four separate documents that do form a plan for the College. They are the EAT Planning document, the College Board Goals and Objectives, the PAC Goals and Action Plan, and the Annual Budget/Financial Reports.

The Operations Management side of the house reviews each department on a three year rotational basis. Senior Management meets on a quarterly basis with the Relationship by Objective Group, this is an issue-driven committee.

2 Schedule for Conducting Reviews

The working group found that the rationale behind the schedule of reviews varies by group. Some of the reviews are formal and, others as mentioned above, are more issue driven and conducted on an as-needed basis. Please see question one for a list of the annual reviews. Further examples of issue driven reviews are: the Prince George Facilities review, and the Burns Lake Management review. Since 1989, which was the

last formal institutional evaluation, a total of eight management reviews have taken place. They are: Student Services review, Academic review, Community and Continuing Education review, Facilities review, Quesnel Regional review, Burns Lake Management restructuring review, College Board Goals and Objectives review, Academic/Education Council review.

3 The Review Process

The Working Group found it difficult if not impossible to put time lines and costs to

