

BAY de NOC COMMUNITY COLLEGE BOARD OF TRUSTEES POLICIES

1000 GENERAL ADMINISTRATION

1080 CONTINUOUS IMPROVEMENT POLICY

It shall be the policy of the Bay de Noc Community College Board of Trustees to encourage and support an environment that fosters teamwork and cooperation that promotes effective and efficient process analysis, problem solving, and decision making using continuous improvement concepts and systems.

PROCEDURE:

- 1080.1 The purpose of Continuous Improvement (CI) at Bay College is to ensure continuous progress toward fulfilling and meeting the changing educational needs of our students and community. Recommendations for CI projects will be based upon careful analysis of problems, ideas, and/or concerns. CI Projects should: have the potential of significant impact on the College and its academic core; align with the College's mission and vision; connect to the College's planning processes; provide evidence of significance and relevance at the time; and have potential to improve and sustain institutional and educational quality.
- 1080.2 As defined by the Higher Learning Commission (HLC) and required for the college to maintain accreditation, a Quality Initiative (QI) Proposal designed to suit the College's present concerns or aspirations must be submitted no later than August 31 of year 7 in the accreditation 10 year cycle and a QI Report must be submitted to the HLC no later than August 31 of year 9. To this end, CI projects can become QI Proposals if approved by the Presidential Advisory Council (PAC).
- 1080.3 CI projects will be incorporated into the Strategic Agenda and will have defined timelines and measureable outcomes.
- 1080.4 Continuous improvement requires input and collaboration of the College's teams, committees, divisions, and departments on an ongoing basis.
- 1080.5 Best practice methodologies will be used to facilitate communication regarding continuous improvement initiatives.

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Policy Origin Date: 01/16/2002
Policy Revision Date(s): 04/21/2004
08/16/2017

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- 1080.6 The College's annual budget process (2001 Budget Policy) will be used in the continuous improvement planning and development stages.
- 1080.7 The President may elect to appoint continuous improvement teams when necessary. These teams will report progress regularly to the President's Advisory Council (PAC).

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