



# Strategic Planning Policy

## Alfaisal University

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Approved by: University Council

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## Introduction

At Alfaisal University, we are dedicated to fostering a culture of continuous improvement and excellence across all our operational dimensions—academia, research, administration, and community engagement. Recognizing the dynamic nature of the educational landscape, the Strategic Planning Policy is designed to provide a structured and practical framework for developing and executing the university's strategic plan and its periodic review and adaptation. This policy ensures that our strategic initiatives are aligned with the university's mission, vision, and core values while effectively addressing current and emergent challenges and opportunities.

This policy applies comprehensively across all colleges, faculties, departments, and units within Alfaisal University, guiding the concerted efforts of our community towards shared strategic goals. By committing to principles such as inclusivity, transparency, accountability, adaptability, and alignment, the policy underscores our commitment to excellence and our proactive approach to strategic planning. Through this framework, Alfaisal University aims to empower its stakeholders, optimize resource allocation, and enhance overall institutional effectiveness, ensuring our strategic vision is aspirational and achievable.

#### Purpose:

The purpose of this Strategic Planning Policy is to establish a clear and systematic approach for the development, implementation, review, and updating of Alfaisal university's Strategic Plan. This policy ensures that our strategic planning processes are aligned with our mission, vision, and core values, and that they effectively address the current and future challenges and opportunities facing the university.

#### Scope:

This policy applies to all colleges, faculties, departments, and units within Alfaisal university encompassing academic, research, administrative, and support functions. It outlines the responsibilities of all members of the university community in contributing to the strategic planning process.

#### Policy Statement:

Alafia University is committed to excellence in education, research, and community engagement. Our strategic planning process is designed to be inclusive, transparent, and dynamic, providing a roadmap for the university's future growth and development. It will guide decision-making, resource allocation, and performance measurement across all levels of the university.

Principle:

The strategic planning process at Alfaisal University is guided by the following principles:

- **Inclusivity:** Engaging a broad range of stakeholders in the planning process.
- **Transparency:** Ensuring that information about the strategic planning process is openly shared.
- **Accountability:** Holding individuals and units responsible for achieving strategic objectives.
- **Adaptability:** Remaining flexible to adjust to changing internal and external environments.
- **Alignment:** Ensuring that the Strategic Plan aligns with the university's mission, vision, and values.

### Strategic Planning Process:

The comprehensive framework for developing, implementing, reviewing, and updating the university's strategic plan, essential for aligning the university's goals with its actions. The framework has five major consecutive phases to suit the specific needs of the University:

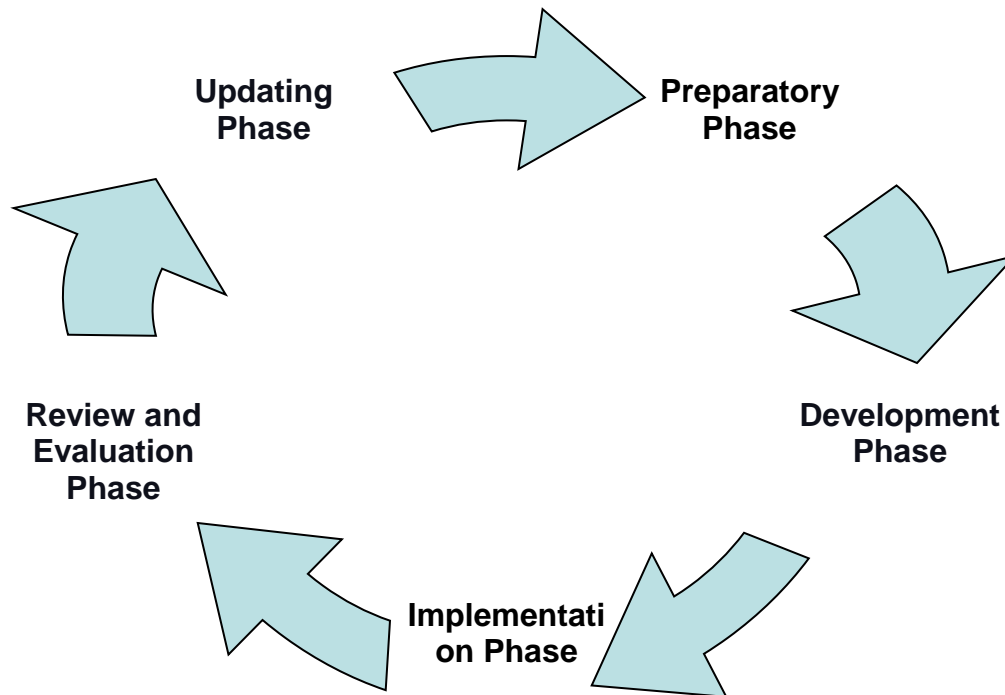


Figure 1: Alfaisal University Strategic Planning Framework

## Phase One: Preparatory Phase

**Objective:** Establish a solid foundation for the strategic planning process.

- **Establish a Higher Committee:** The Higher Committee guides and approves Alfaisal University's strategic direction. It makes critical decisions regarding the strategic plan formulated by the Steering Committee, including approving the plan and allocating necessary resources. The committee also ensures that the strategic initiatives are aligned with university policies and feasible within the governance structure. Additionally, it provides high-level advocacy for the plan, both within and outside the university, securing support and ensuring the strategic plan's long-term success and sustainability.
- **Establish a Steering Committee:** The Steering Committee is crucial for hands-on development and oversight of Alfaisal University's strategic planning process. Their main responsibilities include designing the planning framework, gathering stakeholder input, drafting the strategic plan, and monitoring its implementation. This committee ensures that the planning process is inclusive, systematic, and aligns with the university's goals, coordinating closely with different university sectors to maintain coherence and integration throughout the strategic initiatives.
- **Define the Scope and Timeline:** Set clear boundaries for the strategic plan's coverage and establish a realistic timeline for its development and implementation.
- **Conduct an Environmental Scan:** Analyze internal strengths and weaknesses, as well as external opportunities and threats (SWOT analysis), to understand the current situation and future possibilities.

## Phase Two: Development Phase

**Objective:** Create the strategic plan through a collaborative and inclusive process.

- **Vision and Mission Review:** Confirm or revise the university's vision and mission statements to ensure they reflect current values and aspirations.
- **Goal Setting:** Identify strategic goals that are specific, measurable, achievable, relevant, and time-bound (SMART) and align with the vision and mission.
- **Strategy Development:** Develop strategies and actions to achieve each goal. This stage should involve broad consultation within the university community to ensure buy-in and feasibility.

## Phase Three: Implementation Phase

**Objective:** Put the strategic plan into action while ensuring flexibility and responsiveness.

- **Action Plans:** Develop detailed action plans for each strategic goal that include tasks, timelines, responsible parties, and required resources.
- **Communication Plan:** Develop a plan to communicate the strategic plan to all stakeholders, ensuring transparency and fostering engagement.
- **Resource Allocation:** Ensure that necessary resources (budget, personnel, etc.) are allocated to support the implementation of the plan.



## Phase Four: Review and Evaluation Phase

**Objective:** Regularly assess the progress of the strategic plan and make necessary adjustments.

- **Monitoring and Reporting:** Establish a system for monitoring progress towards goals, including key performance indicators (KPIs) and regular reporting mechanisms.
- **Review Meetings:** Hold regular review meetings with the Steering Committee and other stakeholders to discuss progress, challenges, and opportunities.
- **Feedback Loops:** Implement mechanisms for gathering feedback from the university community and other stakeholders on the plan's implementation and impact.

## Phase Five: Updating Phase

**Objective:** Refresh the strategic plan based on evaluation outcomes and changing circumstances.

- **Assessment of Outcomes:** Assess the extent to which the strategic goals have been achieved and identify.
- **Adjustment and Adaptation:** Adjust strategies and action plans to address unmet goals or respond to new challenges and opportunities.
- **Renewal Process:** Periodically (every 2-3 years, for example), initiate a comprehensive review and renewal of the strategic plan to ensure it remains aligned with the university's evolving context and aspirations.

By following this framework, Alfaisal university can ensure that its strategic planning process is dynamic, inclusive, and practical, leading to a plan that is both aspirational and achievable.

#### Roles and Responsibilities:

- **Governing Body:** Provides overall approval of the Strategic Plan.
- **Strategic Planning Committee:** Leads the development, implementation, and review of the Strategic Plan.
- **University Community:** Engages in the strategic planning process and contributes to the achievement of strategic objectives.
- **Strategic Planning Office:** Coordinates the strategic planning process and supports the Strategic Planning Committees.

#### Policy Review and Revision:

This policy will be reviewed and revised as necessary to reflect changes in the strategic direction or operational needs of Alfaisal university. Any modifications will be approved by the University Council.