SECTION III

PART D   LONG-RANGE FACILITIES/INFRASTRUCTURE MASTER PLANNING

1.00   Scope of a Long-Range Facilities/Infrastructure Master Plan

The validity of a planning document is dependent on the integration of an institution's academic, facility, infrastructure and information technology goals. Information incorporated should be up-to-date and reflect an assessment of a governing board's vision for a particular institution.

Title 23-1-106 (3) directs the commission to "review and approve master planning and program planning for all capital construction projects of institutions of higher education" Title 23-1-106 (4), C.R.S. directs that facilities master plans 23-1-106 (4) C.R.S.) conforms to "approved educational master plans." Any facilities/infrastructure plan must be driven in large part by the academic course set for a particular institution. Although CCHE no longer reviews annual academic plans, the Long-Range facilities/infrastructure plan should outline ways it has been coordinated with institutional academic and information technology plans. CCHE staff may request copies of the institutional academic and information technology plans during review of the facilities/infrastructure plans.

The Commission provides guidelines that describe what a comprehensive long-range facilities master plan may include. Such a plan is divided into two distinct sections -- Institutional Data and the Facilities/Infrastructure plan. It is logical that much data about the institution must be collected and analyzed before planning infrastructure and facilities for the campus. Not all elements in the Commission guidelines will apply to each institution. It is suggested that Institution staff consult with CCHE staff prior to eliminating some of the planning elements.

2.1   Approvals of Long-Range Facilities, Infrastructure Plans

During the preparation of the long-range plan elements, informal review sessions with CCHE Staff are encouraged and may be requested by the institution to review any plan element.

These informal reviews will permit planning to be coordinated between the institutional governing board and the Commission and will assist in final review of the strategic academic, facility and technology decision-making that serve as the foundation of the plan.

The final published document must have the following formal approvals in this order before becoming official:

- Institution
- Governing Board
- Commission on Higher Education

Formal approval of the facility master plan will not be scheduled before the commission until the plan has been approved at both the institutional and governing board levels, although a plan may be submitted pending those approvals to expedite ~~so~~ staff review.

3.1   Periodic Updating of a Long-Range Plan

A long-range plan must be developed as a flexible framework for campus growth that recognizes the dynamic nature of higher education. As enrollments grow or decline and/or as academic programs change or become more comprehensive to serve new student needs, campus facility needs inevitably will change. A facility master plan must be capable of meeting these changing circumstances. To ensure that a Long-Range plan remains valid, an institution must do one of the following before the ten-year life of the plan expires:

- Create a new Long-Range Plan;
- Send a letter to CCHE stating that all assumptions contained in the master plan are still valid and that all facilities' needs outlined in it are still needed but have not yet been completed; or
- Amend the master plan to bring it up to date.

Thus, at least every ten years the long-range plan for each campus must be re-examined or updated in order to keep it current. Each new master plan, major revision, or master amendment must receive the approval of the entities enumerated in section 3.

4.1   Information Technology Strategic Planning

Information technology (IT) can help institutions reach evolving goals and deliver academic, administrative, student, and institutional business services; provide learning and research tools and resources for students and faculty; and provide a technology foundation to enable intellectual exploration, discovery, and growth.

Academic and institutional goals should drive priority setting and investments for information technology decisions. In this context, every higher education governing board and institution should have meaningful IT planning processes in place. Linkages between information technology and academic   program

initiatives should be incorporated within the framework of the institutional facilities/infrastructure planning Master Plan.

A.   Objectives

The objectives of information technology strategic planning are to ensure that appropriate resources are in place to support the institutions' roles and missions and that state, commission and system goals are achieved. Information technology planning enables governing boards and institutions to forecast areas in which new policy or funding initiatives are desirable.

B.   Statutory Authority

23-1-108 C.R.S. provides general duties and powers of the commission with regard to system wide planning, specifically, "(a) for the best use of available resources," which is interpreted to include IT resources.

23-13-104 C.R.S. provides statewide expectations and goals for higher education, including "(1) (d) technology integration to lower the institution's capital and administrative costs and improve the quality and delivery of education and provide effective stewardship of existing assets, recognizing that all technology changes may not result in lower costs in the academic arena. To meet this goal, each institution shall: (I) Integrate technology to reduce the institution's cost per unit of education; (II) Integrate technology to improve the marketability of graduates in the workplace; (III) Improve student access and continuing education through increased distance learning; (IV) Improve learning productivity."

5.00   Governing Board and Institutional Planning

Each higher education governing board shall ensure that all institutions under its authority have appropriate and meaningful information technology decision-making processes and that governing board planning priorities and criteria, as appropriate, are used. Such governing board decisions should guide institutional IT decisions for ensuring adequate and appropriate assets (infrastructure, technology, and applications) are in place with adequate support for their effective use.

A governing board's assessment of information technology needs within its system and for specific institutions should serve as the foundation for technology decision-making within program plans and the institutional facilities/infrastructure Master plan. The Commission encourages institutional updates to IT strategic plans when appropriate, ***but an update must be incorporated in the institutional facility/infrastructure plan when it is submitted for review.***

IT strategic plans provide a context for individual initiatives and do not comprise detailed commitments.

IT strategic plans shall include high-level descriptions of key goals, strategies, initiatives, and resources required. Distance learning objectives shall be incorporated. Major initiatives identified in the strategic plan for investment will require additional detailed planning. An IT strategic plan shall provide information that is useful in understanding the context for any funding request to the institution, governing board, or the state.

HISTORY: CCHE Agenda Item III, B – November 2, 2006