4.4 MISSION POLICY

Reference:

1. 1. Board of Regents Policy, Section 4-1
   Mission and Purpose of the University of Hawai‘i

2. University of Hawai‘i Systemwide Executive Policy E4.201
   Integrated Long-Range Planning Framework

Background and purpose:

This policy replaces WCC Policy 4.5 as the Planning and Budget Council has replaced the Strategic Planning and Budget Committees at Windward CC.

The college mission statement expresses the broad educational purposes of Windward Community College. The mission statement is consistent with the overarching mission statements established for the University of Hawai‘i system and the community colleges.

The Board of Regents has established that:

*The primary mission of the University of Hawai‘i system is to provide environments in which faculty and students can discover, examine critically, preserve and transmit the knowledge, wisdom, and values that will help ensure the survival of the present and future generations with improvement in the quality of life.*

*(BOR Policy, Section 4.1.c)*

*The University of Hawai‘i Community Colleges are open-door, low tuition institutions offering associate degrees and certificate programs in academic, technical, and occupational subjects.*

*(BOR Policy, Section 4.1.c (1)(a)*

Authority:

It is the responsibility of the Chancellor of Windward Community College to assure that the mission statement is reviewed consistent with this policy. It is also the Chancellor’s responsibility to ensure that the mission statement describes the institution’s broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement as well as assuring that the mission guides institutional decision-making, planning, and resource allocation and informs institutional goals for student learning and achievement.

Procedures:

By Board of Regents policy, the mission statement must be reviewed at least every fifteen years. Windward Community College will review and revise the mission statement every five years, if necessary. Following this timeline will assure that the mission will be reviewed and revised during the process of writing Windward CC’s Institutional Self Evaluation Report.
The process of updating the college mission statement will be initiated by the Chancellor, in partnership with the Faculty Senate. The periodic review of the mission statement shall include a process soliciting broad input from faculty, staff, students, and community members.

Every year, the Planning and Budget Council will affirm that the Mission Statement is still appropriate at the beginning the fall semester during the Strategic Plan Update. If they find that the Mission Statement needs revision before the scheduled five-year review, they will advise the administration accordingly and a comprehensive review will be scheduled.

The University Board of Regents must approve the Mission Statement. Prior to submittal to the Board of Regents, the Faculty Senate, the Staff Senate, the Student Senate, the Planning and Budget Council, and the Chancellor will approve the College Mission Statement.

**Responsibilities:** The Director of Planning and Program Evaluation through consultation with the Chancellor, and with feedback from the Mission, Vision, and Core Values Committee, will update this policy every five years.

**Effective date:** January 2017.

**Revised date:** January 20, 2017.