Student Success Committee

Proposed Approach to Reviewing/Approving College Plans

**New Plans/Grant Proposals** –

1. Dean and project lead present concept proposal to committee and solicit input into plan development.
2. Committee provides guidance to ensure that the appropriate committees and groups are consulted (i.e. Budget Committee, Student Services, etc.).
3. Committee reviews the final proposal and requests additional information or modifications to the plan, as appropriate.
4. Committee makes recommendation to College Council to approve.

**Plan Renewals, Updates to CCCCO, and Substantial Changes –**

1. Project lead informs committee of timeline for plan renewal/update at least two months in advance of the deadline to the CCCCO or applicable funder. Substantial changes (e.g. significant modifications to staffing structure, a budget modification of greater than the equivalent of 10% of the project budget, or an alteration to the project work plan that will impact the proposed objectives), requires only two weeks advance notice.
2. Committee reviews the final proposal and/or substantial change and requests additional information or modifications, as appropriate.
3. Committee approves substantial changes, as applicable.
4. Committee makes recommendation to College Council to approve plan renewals and updates.