



Title: Strategic Planning Policy

Code: GU-PL60SPLN

Version: 3.2

Date of Issue: 2024

Effective Date: July 2024

Approval Authority: Board of Trustees

Document Owner: President of University

Review: The policy is subject to a periodic review every 4 years or in a shorter cycle as per amendments of University policies

1. Purpose

The purpose of this document is to standardize and institutionalize the process of strategic planning at Gulf University, in order to guide the Board of Trustees and the University's management in the development of the strategic plan.

2. Scope

The document applies to Board of Trustees, President, Vice President for Academic Affairs, COO, Deans, HODs, Heads of Units, Directors and Managers of Administrative Departments at Gulf University.

3. Acronyms

BQA	Education and Training Quality Authority
COO	Chief Operating Officer
HEC	Higher Education Council
HOD	Head of Department
NQF	National Qualifications Framework

4. Definitions

Key Performance Indicator: A Key Performance Indicator (KPI) is a measurable parameter that demonstrates how effectively the University is able to achieve its strategic objectives.

Strategic Plan: The Strategic Plan provides the structure and framework to implement the initiatives of the University at functional level and its impact on performance parameters. It is an inclusive process and comprised internal and external environment scan, identifying goals and objectives, deriving initiatives, achieving milestones, as well as stakeholders' participation in accordance with financial resources. The strategic plan lays the themes and directions of teaching and learning, research, community engagement and campus development for a period of 5 years.

Operational Plan: This is the plan developed by a component of the University organization (such as Colleges, units, centers, and administrative departments) that describes actions to be taken to support the strategic goals and objectives of the University. Usually, the operational plan details who, what, where and when for the intended actions. This plan indicates what departments will do in an academic year to contribute to achieving annual targets and goals.

Action Plan: a document that provides concrete actions specifying who, how and when those actions should be taken in order to achieve a specific outcomes or a project. Action plans are shorter in duration.

HR Strategy: HR strategy is a comprehensive plan outlining how a university leverages its human capital to achieve its goals. It acts as a bridge between the overall company

vision and the day-to-day activities of the HR department.

5. Policy Statement:

The Board of Trustees and the University management provide the strategic institutional directions and present an operational oversight to Gulf University via the strategic plan. The strategic plan is a dynamic document and it is the outcome of: analysis of internal and external factors, environmental scan analysis including SWOT analysis and TOWS Matrix, and the national strategic priorities of the Kingdom of Bahrain.

Strategic planning considers the input of the different internal and external stakeholders and informs the institutional community including students.

6. Policy Details:

- 6.1 Gulf University commits to initiating the strategic planning every 4 years, with adjustment when major changes in the internal or external environment occur.
- 6.2 Gulf University ensures that strategic planning articulates priorities, aligns University's mission, vision, core values, functions and resources, and defines the future Strategic Directions of the University.
- 6.3 Gulf University ensures that strategic planning consists of a set of externally benchmarked key performance indicators that are used to measure progress towards achieving University's Strategic Directions.
- 6.4 Gulf University commits to involving key stakeholders of the University in the Strategic Planning.
- 6.5 Gulf University commits to ensuring that stakeholders are effectively communicated, have accessibility to the Strategic Plan, and are informed regularly on the accomplishment progress .
- 6.6 Gulf University ensures that the strategic plan provides the basis for preparation of the operational plan(s).
- 6.7 Gulf University is committed to measure the achievement of strategic plan annually.
- 6.8 Gulf University commits to reviewing the process of strategic planning on a regular basis to ensure its effectiveness.
- 6.9 BoT ensures developing strategic plan follows GU policy and procedures.
- 6.10 BoT ensure implementation and monitoring of university performance through audit committee formed within BoT.

7. Responsibilities

Board of Trustees is responsible for:

- Ensuring appropriate implementation of this policy.

President is responsible for:

- Ensuring appropriate implementation of this policy.

Vice President for Academic Affairs is responsible for:

- Appropriate implementation of this policy.

Chief Operating Officer is responsible for:

- Appropriate implementation of this policy.

Deans, HODs, Heads of Units and Directors are responsible for:

- Following this policy appropriately.

University Policy Development and Review Committee is responsible for:

- Systematic review of the effectiveness of this policy.

8. Related Policies

- All University Policies

9. Related Procedures

- All University Procedures

10. Related References and Standards

BQA	Institutional Review Handbook
BQA	National Qualifications Framework Handbook
BQA	Programs-within-College Reviews Handbook
HEC	Regulations and Resolutions