



UNITED STATES MARINE CORPS
MARINE CORPS EDUCATION COMMAND
MARINE CORPS UNIVERSITY
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MARINE CORPS UNIVERSITY POLICY LETTER 2-03

From: President, Marine Corps University
To: Marine Corps University

Subj: PRESIDENT'S PLANNING COUNCIL (PPC)

1. Purpose. This memorandum describes the purpose, organization, policies, and procedures of the Marine Corps University (MCU) PPC.
2. Cancellation. Marine Corps University Policy Letter 8-97.
3. Background. The continued vitality of the University depends on the ability to anticipate changes, conduct long-range planning, and monitor the progress of that plan. The PPC serves as the principal policy body within the MCU for the integration of planning, budgeting, and evaluation. The MCU Strategic Plan is key to the growth of the University and serves as the roadmap for the future. The PPC is the mechanism by which the Strategic Plan is approved and continually reviewed for progress.
4. Scope
 - a. The PPC will approve the MCU Strategic Plan and review the progress of that plan at least semi-annually.
 - b. The PPC will review annually the University mission and vision.
 - c. The PPC will provide the senior financial review for the University. The results of the Financial Working Group and the Financial Management Board will be presented semi-annually to the PPC for review and decision.
 - d. The PPC will advise and assist the President, MCU, in evaluating the effectiveness of MCU programs and operations and institutionalize a continuous planning and evaluation process. Planning and evaluation efforts will focus on administration, education support services, educational programs of the MCU, financial planning and review, and facilities planning.

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e. The PPC will review and develop policies, and exercise oversight over all aspects of the academic and administrative evaluation processes of the MCU, ensuring the institutional research function is an integral part of the institution's processes.

f. The PPC will establish rules of procedure and may, from time to time, appoint such standing, ad hoc, or special committees, as it deems appropriate.

g. The Director, IR will call for agenda items prior to each meeting and the President, MCU will approve topics for the PPC. As a general rule, the topics below will be discussed during the fall and spring meetings:

(1) Fall meeting (Sep/Oct) - IE/IR Annual Assessment; MCU budget for upcoming FY; Strategic Plan progress review; and review of MCU mission, vision, and statement of institutional purpose.

(2) Spring meeting (Mar/Apr) - Strategic Plan progress review, MCU budget mid-year review, and facilities review.

h. The membership of the PPC will consist of the President of MCU, the Chief of Staff, the Vice President of Academic Affairs, the directors of each school within the MCU, the Director of Enlisted Education, the Director of the Senior Leader Development Program, the Director of the Gray Research Center (GRC), the Director of the Historical Division, the Director of Institutional Research (IR), the MCU G-5, and a representative from the MCU Faculty Council.

i. Due to the close association with MCU, the Chief Executive Officer of the Marine Corps University Foundation and the Director of the College of Continuing Education will participate in an advisory capacity.

j. The Director, Institutional Research will serve as the coordinator and the MCU G-5 will serve as the recorder for the PPC.

5. Action. The meetings will be convened semi-annually and/or by direction of the President, MCU. The PPC will determine items appropriate for submission to the MCU Board of Visitors for their review.

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6. Applicability. This policy is applicable to all MCU staff, faculty, and administration personnel.



T. A. BENES

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