



COLLEGE OF THE NORTH ATLANTIC

OPERATIONAL POLICY

TOPIC: INSTITUTIONAL RESEARCH & PLANNING

Policy No.	AC-114	Division	Academics
Supersedes	n/a	Board Policy Ref.	GP-A-104
Related Procedure	AC-114-PR	Effective Date:	November 4, 2016 (R1)

1. PURPOSE AND SCOPE

This policy and associated procedure outlines the protocols and parameters through which the College may generate and disseminate institutional research data and related information to internal and external stakeholders.

2. POLICY

It is the policy of the College that institutional research will be conducted in a collaborative environment primarily for the purposes of:

- Informing and supporting policy development, management decision-making processes and resource allocation principles of the College;
- Informing and supporting policy development and decision-making processes of external agencies and departments that may impact the operations of the College;
- Informing and supporting the College's response to legislative and regulatory accountability requirements;
- Informing and supporting internal and external partnerships or agreements;
- Informing and supporting core planning processes of the College.

It is also the policy of the College that all data and information generated, stored or released through the Office of Institutional Research and Planning (IRP) will be done so on a priority basis and in accordance with provincial

Access to Information and Protection of Privacy Act (ATIPPA) provisions and any other applicable federal or provincial legislative or regulatory requirements.

3. PROCEDURE

The Senior Vice President Academic and Chief Learning Officer shall ensure that procedures are developed and implemented in accordance with this policy.

Approval History	
Approved by President	May 19, 2009
Revision 1	November 4, 2016