
Administrative Procedure
Chapter 3 – General Institution

AP 3250 INSTITUTIONAL PLANNING

References:

ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5;
Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55510, and
56270 et seq.

The District’s integrated planning process shall occur through the College Planning Council, a participatory governance committee with representation from management, full and part-time faculty, classified staff, and students, which shall cyclically review, evaluate, and revise the District’s Strategic Plan, mission statement, and values. Through the College Planning Council’s committee and subcommittee structure, college-wide plans will be developed, implemented, and evaluated on a cyclical basis in alignment with Strategic Plan goals and the College mission. These college-wide plans will include, but are not limited to the Facilities Master Plan, Equal Employment Opportunity Plan, and Student Equity Plan. The Council shall also develop, review, and revise the District’s annual planning and program review process and related resource allocation process.

The District’s multi-level annual planning and program review process informs the resource allocation process and requires all programs and departments to develop an annual plan and program review.

The District’s Participatory Governance and Institutional Planning Handbook identifies the:

- Processes for developing, reviewing, updating, and implementing plans,
- Committees including committee purposes, functions, and memberships.
- Required approvals,
- Integration of planning efforts, and
- Use of institutional effectiveness research in the College’s integrated planning process

Plans with required submission to the California Community Colleges Chancellor’s Office will be submitted in a timely manner.

Also see BP 3250 Institutional Planning and AP 2510.

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