

**General Institution**

1 **BP 3250 INSTITUTIONAL PLANNING**

2 **References:**

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

6 The President/Superintendent shall ensure that the District has and implements a broad-  
7 based, comprehensive, and integrated system of planning that expresses the District's  
8 philosophy and mission, involves appropriate segments of the College community, and is  
9 supported by institutional effectiveness research.

10 The planning system shall include plans required by law as well as plans that support the  
11 goals, objectives, activities, and outcomes aligned with the college's Educational Master  
12 Plan. The college will maintain a list of plans, who is involved in the plan creation, and the  
13 achievement outcomes the plan will be addressing.

14 The President/Superintendent shall submit plans for which Board of Trustees approval is  
15 required by Title 5 to the Board.

16 The President/Superintendent shall inform the Board of Trustees about the status of  
17 planning and the various plans.

18 The President/Superintendent shall ensure the Board of Trustees has an opportunity for  
19 input regarding the college's mission statement and goals for the Educational Master  
20 Plan.

21 Office of Primary Responsibility: Vice President, Academic Affairs

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**Date Adopted:** November 7, 2007  
**Dates Revised:** November 18, 2013; April 3, 2019  
**Date Reviewed:** November 16, 2022