

AP 3250 Institutional Planning

References:

*ACCJC Accreditation Standards 1.4 and 3.5;
Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190,
55510, and 56270 et seq.*

Taft College embraces institutional planning, based on research data, to help guide the college forward in meeting its mission to serve students and the community. The Governance Council is a shared governance council that provides oversight and monitoring of the various planning processes and resulting documents within the institution.

The Governance Council's primary role is to:

1. Review and approve recommendations from its committees which makes recommendations, provides information, or serves as a resource to the Governance Council. The council approves/does not approve the recommendations and forwards their recommendations to the Superintendent-President for a final decision.
2. Assist in the development of the overall vision, mission, and long term goals of the College in conjunction with its committees and the stakeholders represented on the Governance Council.
3. Lead the development of the Mission Statement, Educational Master Plan, and Strategic Plan collaborating with the Strategic Planning Committee and Budget Committee.

The Governance Council:

1. Serves as the shared decision-making body of the college.
2. Encourages participation of all members of the college community in the college governance process.
3. Ensures a flow of communication and the sharing of information within the Governance Council and among all segments of the college community.

4. Provides processes for the link between budgeting and planning to ensure that the budget supports student learning and the College's Strategic Plan.
5. Identifies governance subcommittees and taskforce committees to report to the Governance Council as needed.
6. Develops criteria for ranking program plan proposals.
7. Reviews program plan proposals.
8. Ranks program plan proposals and recommends to the president which proposals should be funded.

The Superintendent-President and the President of the Academic Senate co-chair the Governance Council. The specific make-up of the Governance Council, duties and meeting procedures can be found in the Governance Council charter, which is periodically reviewed by the Council. The Taft College Governance Guide also describes the planning role of the Governance Council.

The Governance Council guides the development of the Educational Master Plan, the Facilities Master Plan, and the Technology Master Plan. These planning processes are developed in accordance with Title 5 of the California Code of Regulations. As required by regulations, plans are submitted to the Board of Trustees for approval and then submitted to the state Chancellor's Office.

Other plans developed by the District in accordance with state regulations include:

1. Transfer Center Plan (Title 5 Section 51027).
2. Student Equity Plan and Achievement Plan (Title 5 Section 54220 & 55510).
3. Equal Employment Opportunity Plan (Title 5 Section 53003).
4. Extended Student Opportunity Program and Services (Title 5 Section 56270).
5. Specific requirements for development, review and approval of each plan

are found in the appropriate Title 5 regulations.

Taft College Year by Year Integrated Planning

The College apprises all members of the college community of specifics of the planning process annually, so that each year it's clear what needs to be done in the planning cycle. The Educational Master Plan details the Year by Year planning timeline.