



# **ADMINISTRATIVE PROCEDURE**

**3250**

**DESERT COMMUNITY COLLEGE DISTRICT**

## **INSTITUTIONAL PLANNING**

The College Planning Council, through established committees with representation from faculty, administration, classified staff, and students, will review and recommend planning decisions related to human, physical, technology, and financial resources to the Superintendent/President. The Superintendent/President will present all institutional plans to the Board of Trustees for approval.

Applying the criteria of Accreditation Standards 1 and 3, the planning process will be guided by adopted vision, mission, and core values statements and will develop specific goals, objectives, and strategies, which have measurable outcomes and specific accountability. Action plans will be reviewed and revised annually and approved by the College Planning Council.

Institutional effectiveness research, program reviews, and individual unit plans are utilized in the planning process, which is intended to complement and inform the resource allocation process.

The Board may assist in developing the general institutional mission and goals for the comprehensive plans through a variety of means, including, but not limited to, the Superintendent/President's evaluation process, the Board Retreat, and any time the Board reviews curriculum items.

### **Reference:**

Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55510, and 56270 et seq.;  
ACCJC Accreditation Standards 4 and 3.5

Administrator: Superintendent/President  
College Planning Council Review: February 25, 2011  
Board of Trustees Review: June 16, 2016  
Executive Cabinet Review: November 25, 2025  
College Planning Council Review/Approval: December 12, 2025  
Board of Trustees, Information Item: January 22, 2026  
Next Review: 2032-2033