

**CHAPTER 2: Administration and General Institution  
BOARD POLICY NO. 2.75 (BP 3250)**

**BOARD POLICY  
San Mateo County Community College District**

**Subject:** BP 2.75 Institutional Planning  
**Revision Date:** 5/09; xx/xx  
**Policy 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, 55250, 55510  
and 56270 et seq.; **Education Code Section 84754.6**

---

1. The Chancellor shall ensure that the District has and implements a broad-based comprehensive, systematic and integrated system of planning that involves appropriate segments of the College community and is supported by institutional effectiveness research.
2. The planning system shall include plans required by law, including, but not limited to:
  - a. Long range educational or academic master plans, which shall be updated periodically as deemed necessary by the governing board
  - b. Facilities plan
  - c. Equal Employment Opportunity Plan
  - d. Student equity plan
  - e. Student Success and Support Program Plan
  - f. Cooperative Work Experience
  - g. EOPS
3. The Chancellor shall submit those plans for which Board approval is required by Title 5 to the Board.
4. The Chancellor shall periodically inform the Board about the status of planning and the various plans.
5. The Chancellor shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.
6. Each College shall develop, adopt and publicly post a goals framework that addresses:
  - a. Accreditation status
  - b. Fiscal viability
  - c. Student performance and outcomes
  - d. Programmatic compliance with state and federal guidelines