

Rancho Santiago Community College District 2012 Planning Design Manual

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**Rancho Santiago Community College District
2012 Planning Design Manual**

RSCCD Mission Statement

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Board Goals

1. Promote a learning community environment that is innovative, student-centered, and celebrates student achievement.
2. Prepare students for success in their academic, career, and personal life endeavors by providing access to education and services that foster student retention and program completion.
3. Update and implement facilities master plans, maximize college and community use of facilities, and incorporate “green” efforts into facilities development and other efforts when cost-effective.
4. Promote flexible, cost-effective educational programs and services including the use of cutting-edge technology and educational program delivery via technology.
5. Pursue alternative public and private funding sources to increase the district’s fiscal sustainability and to implement the district’s vision and goals, and encourage the foundations and district to create plans for capital and program campaigns, alumni association development, and other resource development activities.
6. Maintain a positive, productive working environment for employees, recognizing and embracing diversity and enhancing staff development opportunities that address innovation and technology.
7. Expand partnerships with business, labor, community groups, universities, schools, and other public and private agencies in order to enhance the district’s resource development; ensure student access and success; ensure robust economic development programs; and be responsive to workforce development needs and high-demand career fields.
8. Assess and address the educational needs of the communities we serve, and enhance awareness of the district and its colleges through outreach and advocacy to community constituencies, including local, state, and national leaders.

Approved by the Board of Trustees on February 6, 2012

District-wide Goals

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Introduction

The *Rancho Santiago Community College District 2012 Planning Design Manual* is a guide to integrated institutional planning at the district level. The processes described in this document identify the ways that constituent groups participate in and contribute to district-level long-term and short-term planning.

This document begins with a description of the Rancho Santiago Community College District (RSCCD) planning design. Following that overview is a description of the process and timeline for each component in the design.

Both of the RSCCD entities, Santa Ana College and Santiago Canyon College, have independent cycles of integrated planning in which the components are linked to one another as well as to district-level planning. The college planning processes link to district planning in two ways:

- The District-wide Goals serve as the starting point for the colleges' planning. Each college develops site-specific goals, objectives, and action plans that collectively contribute to the achievement of the District-wide Goals.
- The annual Progress Report details progress on District-wide Goals and District Objectives as well as the colleges' goals and objectives.

The *Rancho Santiago Community College District 2012 Planning Design Manual* is reviewed and updated annually to maintain credibility as a valuable resource. The annual update prepared by the Executive Vice Chancellor reflects minor changes, such as in descriptions, timelines, or processes. In addition to this annual review of content, the planning processes described in this document are evaluated every xx years. This assessment occurs as part of RSCCD's assessment of its decision-making processes. This timeline and assessment process is described in the "Assessment of Planning and Decision-Making Processes" section of this document. Through these two review processes, one completed on an annual basis and one completed every xx years, this document is maintained to reflect the inevitable changes in planning processes that are to be expected as part of RSCCD's cycle of continuous quality improvement.

<The next section is the RSCCD Planning Design graphic and a brief explanation of the cycle. Following that section is a narrative description and a chart of the steps for each component in the planning design. Following is one example.>

RSCCD Mission Statement

The RSCCD Mission Statement is the touchstone for district-wide planning processes because it describes the intended student population and the services that RSCCD promises to provide to the community.

RSCCD established its first district-wide mission statement in fall 2012. The following mission statement was approved by the Board of Trustees on xx.

<insert mission statement>

The cycle for reviewing and possibly revising the district-wide mission statement is every xx years.

Steps in Reviewing the Mission Statement

September 2017 and 2020

The Board of Trustees charges the Chancellor with developing and implementing a process for a district-wide review of the RSCCD Mission Statement.

In collaboration with the District Council, the Chancellor distributes a request district-wide asking faculty, staff, and students to suggest changes to the RSCCD Mission Statement along with a justification or rationale for the suggestion.



October 2017 and 2020

The District Council reviews the suggested changes and either

- (1) Recommends revisions to the RSCCD Mission Statement or
- (2) Assigns a workgroup to evaluate the suggested revisions and prepare recommended revisions to the RSCCD Mission Statement.



November 2017 and 2020

The District Council solicits feedback district-wide regarding recommended modifications to the RSCCD Mission Statement.



December 2017 and 2020

Based on the feedback, the District Council makes a recommendation to the Chancellor. The recommendation is either an affirmation of the current RSCCD Mission Statement or suggested revisions to the RSCCD Mission Statement.



January 2018 and 2021

The Chancellor considers the District Council's recommendation. If he/she approves, he/she recommends the revised or reaffirmed RSCCD Mission Statement to the Board of Trustees for approval.

If the Chancellor does not approve the recommended revisions, collaboration and compromise with the District Council continues until he/she approves.

Once agreement is reached, the Chancellor recommends the revised RSCCD Mission Statement to the Board of Trustees for approval.