

**SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE PROCEDURE MANUAL**

Title: District Vision and Mission Statements	Number: AP 1.00
Legal Authority: California Education Code Section 66010.4	CCLC Number: AP XXXX

DRAFT 2/7/2022 with tracked changes

- ~~A. The District reviews its vision and mission statements annually.~~
- ~~B. The Associate Vice Chancellor, Institutional Development, is delegated the responsibility to carry out the process described in this administrative procedure.~~
- ~~C. The review process occurs each year at the outset of the annual planning and budgeting cycle.~~
- ~~D. Annual indices pertaining to the vision and mission statements include a summary assessment of learning outcomes, a dashboard of key performance indicators, an assessment of annual objectives, program review results, and other relevant data.~~
- ~~E. College wide discussion is fostered through Collegial Governance, Participatory Governance and other venues. Annual indices are presented to the Academic Senate, Participatory Governance Council (PGC), posted online, and announced college wide to encourage full participation and input. Suggestions for modifications to the vision and mission statements are collected electronically and assembled for Academic Senate, PGC, and Chancellor's review. Constituent groups are also encouraged to solicit input, particularly through their regular meetings. Options for affirmation or amendment are discussed by the PGC.~~
- ~~F. Following these discussions, the Chancellor presents a recommendation for affirmation or amendment of the vision and mission statements. The annual review process concludes upon Board approval.~~
- ~~G. The college regularly communicates its vision and mission in appropriate publications and online.~~

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Board Policy 1.00 constitutes the District’s Vision and Mission Statements. The College reviews these statements periodically. At minimum, review occurs prior to any significant revisions of the Education Master Plan. Any updates to the Vision and Mission Statements require broad input and are subject to Board approval.

The process for review relies on college-wide discussion fostered through the College’s formal governance structures so that all constituencies have opportunities for review and reflection, including discussion of quantitative and qualitative data. If discussion results in suggestions for potential updates, further feedback will be sought to ensure broad input. Following college-wide discussion and input, the Participatory Governance Council may recommend affirmation of the existing Vision and Mission Statements or it may recommend specific updates to either or both statements to the Chancellor, following the College’s formal decision-making process for Board Policies.

The District communicates its Vision and Mission on its website and in appropriate publications; any adopted updates will be promptly reflected in these locations.

The Chancellor will delegate the responsibility to carry out the process described in this administrative procedure to the senior administrator with oversight of institutional effectiveness.

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