This notebook contains the background material for participants preparing for the CCSF Strategic Planning Sessions on March 7 and 8, 2002.

In Section I, there is an overview of the strategic planning system at CCSF. This document presents the concept of strategic planning, the events that have transpired and are yet to come, and the relationship of the strategic plan to other components of the college's comprehensive planning system.

In Section II, the process steps are explained and guides are provided for each step to be followed during the two-day planning session.

In Section III, the college's mission statement, vision statement and institutional goals are presented. These are the important, ongoing instruments that keep the college focused over time.

Section IV contains the research data for the environmental scan. The trends and events, drawn from both the internal and external environments, will prompt the identification of strategic opportunities during the planning session.

Section V, the largest of the five sections, contains summaries of various plans and studies completed in recent years. They are relevant to the strategic planning process because they contain many recommendations and initiatives to be implemented in the years ahead. Key initiatives for these plans and studies will be incorporated in the strategic plan emerging from these planning sessions.