Amended 01/27/99

DATE: January 28, 1999

TO: Board of Trustees

FROM: Dr. Philip R. Day Jr., Chancellor

SUBJECT: Institutional Planning Objectives Annual (Resolution No. 990128-S5)

BACKGROUND INFORMATION:

You will recall that early in the year, the Board of Trustees approved my recommendation to establish a new Planning and Budgeting Council (PBC). This was in direct response to the strategic priority included in the December, 1997 approved Strategic Plan which called for the Development of an “integrated approach to planning and budgeting”. The PBC, operating under the leadership and chair of the Chancellor, was charged with the responsibility of developing the integrated approach to planning and budgeting and operationalizing this system in terms of developing our annual budget request each year. The initial and “pilot” year for this effort is the 1999/2000 budget-academic year.

The attached three-page graphic highlights the integrated aspects of the new system we are developing. On a yearly basis, the key component to this approach is the Annual Plan. This “plan” identifies the key objectives that our college community identifies and regards as the priority considerations and activity they would like to engage in during the upcoming year (1999-2000). Successful achievement of these objectives would suggest that the institution is making progress towards achieving its strategic goals and objectives. Some objectives may/will be carried over into the following year and others will be added to insure that we continue to achieve progress.

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The proposed Annual Plan for 1999/2000 was developed and approved by the newly created Planning and Budgeting Council and has their full support. I recommend the Plan for your approval. Once approval is granted, the document will become the “principal source document” to guide all of the budget administrators as they develop their 1999/2000 budget request as reflected in the attached graphic illustration.

RECOMMENDATION:

RESOLVED: That the Board of Trustees adopts the attached “Annual Institutional Plan, City College of San Francisco, 1999/2000” as the key objectives the District seeks to make progress on, and as the principal source document for guiding the development of the District's budget during fiscal year 1999-2000.

Dr. Philip R. Day Jr., Originator

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