

STANDARD I.A. DRAFT - 8/30/22

Standard I.A. Mission

- 1. The mission describes the institution’s broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement. (ER 6)**

Evidence of Meeting the Standard

Together, CCSF’s Mission and Vision Statements describe the College’s:

- broad educational purposes,
“City College of San Francisco provides educational programs and services that promote student achievement and life-long learning to meet the needs of our diverse community.” [Mission]
“Our primary mission is to provide programs and services leading to: Transfer to baccalaureate institutions; Associate Degrees in Arts and Sciences; Certificates and career skills needed for success in the workplace; Basic Skills, including learning English as a Second Language and Transitional Studies.” [Mission]
- intended student population,
“Empowered through resources, collegiality, and public support, the college will provide diverse communities with excellent educational opportunities and services.” [Vision]
“City College of San Francisco provides educational programs and services that promote student achievement and life-long learning to meet the needs of our diverse community.” [Mission]
- types of degrees and other credentials it offers,
“Our primary mission is to provide programs and services leading to: Transfer to baccalaureate institutions; Associate Degrees in Arts and Sciences; Certificates and career skills needed for success in the workplace; Basic Skills, including learning English as a Second Language and Transitional Studies.” [Mission]
- and commitment to student learning and student achievement.
CCSF “provides educational programs and services that promote student achievement and life-long learning” [Mission]
“In the pursuit of individual educational goals, students will improve their critical thinking, information competency, communication skills, ethical reasoning, and cultural, social, environmental, and personal awareness and responsibility.” [Mission]
“The College is committed to providing an array of academic and student development services that support students’ success in attaining their academic, cultural, and civic achievements. To enhance student success and close equity achievement gaps, the college identifies and regularly assesses student learning outcomes to improve institutional effectiveness.” [Mission] (IA1-1, IA1-2, IA1-3)

Analysis and Evaluation

The College’s mission describes the institution’s broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement.

- 2. The institution uses data to determine how effectively it is accomplishing its mission, and whether the mission directs institutional priorities in meeting the educational needs of students.**

Evidence of Meeting the Standard

The College uses data to determine how effectively it accomplishes its mission as follows:

- Student Success and Achievement metrics are posted on CCSF’s Institutional Metrics web page for use by the Board, the Chancellor, and others at the College and in the community. (IA2-1)
- The College regularly analyzes data on student learning and makes these data available on the Institutional Assessment web page. (IA2-2)
- The Board of Trustees reviews data related to accomplishing the College’s mission during its annual summer retreat and subsequent meetings as needed. (IA2-3, IA2-4, IA2-5)

The mission directs institutional priorities as evidenced by the College’s Roles, Responsibilities, and Processes (RRP) Handbook. Section D1 of that document describes the process for program review which is central to the College’s integrated planning and budgeting system. (IA2-6)

Moreover, the development of the Education Master Plan (EMP)—the overarching plan in the College’s integrated planning, budgeting, and assessment process—includes extensive review of data related to the various components of the college mission. (IA2-7/pp. 11-43)

Analysis and Evaluation

The College regularly evaluates how well it is accomplishing its mission by reviewing relevant data. The College mission directs institutional priorities by serving as the basis for the EMP, which contains data addressing how well the College fulfills its mission, both of which drive Board Goals. Annual Plans/Comprehensive Program Reviews engage all instructional and student affairs programs in order to implement plans related to fulfilling the goals outlined in the mission, EMP and Board Goals.

- 3. The institution’s programs and services are aligned with its mission. The mission guides institutional decision-making, planning, and resource allocation and informs institutional goals for student learning and achievement.**

Evidence of Meeting the Standard

The College’s programs and services align with its mission to “promote student achievement and life-long learning to meet the needs of our diverse community” and align with the “primary mission ... to provide programs and services leading to: Transfer to baccalaureate institutions; Associate Degrees in Arts and Sciences; Certificates and career skills needed for success in the

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workplace; Basic Skills, including learning English as a Second Language and Transitional Studies.” (IA3-1)

Further, the Comprehensive Program Review systematically requires program leads to articulate how the work of their department support the College mission. (IA3-2)

The mission guides institutional planning as evident in the following items:

- The Assessment, Planning, and Budgeting Integrated Cycle diagram, which the College developed through a consultative and participatory process and shares broadly via CCSF’s Planning website. (IA3-3)
- The Roles, Responsibilities, and Processes Handbook, section D1, which describes the process for program review, central to the college’s integrated planning and budgeting system. (IA3-4)
- The Education Master Plan (EMP), the overarching plan in the college’s integrated planning, budgeting and assessment process, provides the framework for assuring CCSF’s mission guides institutional decision-making, planning, and resource allocation. (IA3-5)
- The Implementation Plan for Board Goals 2020-2021, in which the Goal Fulfillment Summary column demonstrates mapping to the EMP. (IA3-6)
- The Multi-Year Budget and Enrollment (MYBE) Plan (2020), which states that the plan, “[r]elies on the participatory governance process to focus on programs designed to stabilize and grow enrollment at a reasonable rate consistent with the College’s Vision and Mission.” (IA3-7; p. 2)
- The Facilities Master Plan (2019), which “provides a plan for facilities development to support the goals and strategies of the City College’s Education Master Plan” and maps to the EMP goals. (IA3-8)
- The Technology Plan (2021), which maps technology goals and strategic priorities to the EMP goals. (IA3-9)

In addition, the mission informs institutional goals for student learning and achievement.

Four Institutional Learning Outcomes (ILOs) for students appear in the mission: “In the pursuit of individual educational goals, students will improve their critical thinking, information competency, communication skills, ethical reasoning, and cultural, social, environmental, and personal awareness and responsibility.” (IA3-10, IA3-11)

The College also establishes student achievement goals directly related to the mission in the following forms:

- Institution Set Standards and Stretch Goals, as required by ACCJC (IA3-12)
- Vision for Success Goals, as required by the California Community Colleges Chancellor’s Office (IA3-13)
- Student Equity Goals, as required by (CCCCO) in the Student Equity Plan (IA3-14)
- Adult Education Program goals, described in the San Francisco Adult Education Three-Year Plan (IA3-15)

Analysis and Evaluation

CCSF’s programs and services are aligned with the mission:

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- The catalog presents the programs and services offered, and all are clearly aligned with the mission and designed to “support and encourage student possibilities” as articulated in the vision. Further, as part of Program Review, programs are required to articulate how they align with the college mission.

The mission guides institutional decision-making, planning, and resource allocation and informs institutional goals for student learning and achievement:

- The Education Master Plan provides the framework for assuring the mission guides institutional decision-making, planning, and resource allocation and informs institutional goals for student learning and achievement.
- Major college-wide plans including the Multi-Year Budget and Enrollment Plan, Facilities Master Plan, and Technology Plan all clearly cite the college mission as foundational, and map goals and strategies to the EMP, illustrating that the mission guides institutional decision-making, planning, and resource allocation.
- Student learning goals are evident in the Institutional Learning Outcomes, which are expressly mentioned in the mission.
- Student achievement goals including Institution Set Standards and Stretch goals, Vision for Success goals, Student Equity goals and Adult Education goals collectively illustrate that the mission informs institutional goals for student learning and achievement.

These goals overlap to a great extent, and are informed by the commitment stated in the mission to “provide educational programs and services that promote student achievement and life-long learning to meet the needs of our diverse community,” and to the primary mission areas of “programs and services leading to Transfer to baccalaureate institutions; Associate Degrees in Arts and Sciences; Certificates and career skills needed for success in the workplace; Basic Skills, including learning English as a Second Language and Transitional Studies.”

Collectively these goals include: access, connection and entry; progress toward educational and career goals, e.g., course completion, persistence from fall to spring, certificates and degrees awarded, transition to post-secondary education and employment (noncredit students), transfers to four-year institutions (credit students); and licensure examination pass rates and job placement rates for Career and Technical Education students.

- 4. The institution articulates its mission in a widely published statement approved by the governing board. The mission statement is periodically reviewed and updated as necessary. (ER 6)**

Evidence of Meeting the Standard

Board Policy 1.00 articulates the College Mission Statement along with a Vision Statement that elaborates on the College’s commitment to student learning and achievement. (IA4-1)

The College widely publishes its mission statement in numerous locations, including the College web site, the College catalog, and in college-wide plans such as the Multi-Year Budget and

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Enrollment (MYBE) Plan, the Facilities Master Plan, and the Technology Plan. (IA4-2, IA4-3, IA4-4/p. 2, IA4-5/p. 8, IA4-6/p. 3)

The Board of Trustees periodically reviews the mission and vision, and the College most recently updated its mission in November 2014. (IA4-7, IA4-8, IA4-9/see footer)

CCSF recently revised the process for mission and vision review and update in Administrative Procedure 1.00 that accompanies BP 1.00 to bring it into clearer alignment with this Standard. (IA4-10, IA4-11, IA4-12)

Analysis and Evaluation

The College publishes the mission and vision statements in a widely accessible manner through BP 1.00, on the CCSF web site, in the CCSF catalog, and in other publicly shared College documents and plans.

The College periodically reviews and updates the mission as necessary and recently improved the process for reviewing these statements by revising AP 1.00 - District Mission and Vision Statement. This revision brought the mission review process into clearer alignment with this Standard. The College is currently reviewing the language of the mission and vision statements.

Conclusions on Standard I.A.: Mission

City College of San Francisco provides educational programs and services that promote student achievement and life-long learning to meet the needs of our diverse community. The College is committed to this mission, which directs institutional priorities, planning, and goals for student learning and achievement. The College analyzes data to determine how well it is accomplishing its mission, and the College periodically reviews and updates the language of the mission as necessary.

Improvement Plan(s)

There are no improvement plans at this time.

Evidence List

[IA1-1 BP 1.00 - District Mission & Vision](#)

[IA1-2 CCSF Mission & Vision Web Page](#)

[IA1-3 CCSF Mission & Vision in Catalog](#)

[IA2-1 Institutional Metrics Web Page](#)

[IA2-2 Institutional Assessment Data and Reports](#) (SLO Dashboard)

[IA2-3 Mission Accomplishment Overview](#)

IA2-4 Mission Accomplishment Overview – Basic Skills

[IA2-5 Implementation Plan for Board Goals 2020-21](#)

[IA2-6 RRP Handbook Section D1](#) **PLACEHOLDER*****

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[IA2-7 CCSF Education Master Plan 2018-25](#)

[IA3-1 Catalog Overview of CCSF 2022-23](#)

[IA3-2 Fall 2022 Program Review Prompts](#)

[IA3-3 Integrated Planning Chart](#)

IA3-4 RRP Handbook Section D1 (see [IA2-6](#)) **PLACEHOLDER*****

IA3-5 CCSF Education Master Plan 2018-25 (see [IA2-7](#))

IA3-6 Implementation Plan for Board Goals 2020-21 (see [IA2-5](#))

[IA3-7 Multi-Year Budget & Enrollment Plan 2020](#)

[IA3-8 Facilities Master Plan 2019](#)

[IA3-9 Technology Plan 2021-2025](#)

IA3-10 BP 1.00 - District Mission & Vision (see [IA1-1](#))

IA3-11 Institutional Assessment Data and Reports (SLO Dashboard) (see [IA2-2](#))

IA3-12 ACCJC Annual Report 2022 (see [CP-2](#))

[IA3-13 Vision For Success Goals](#)

[IA3-14 Student Equity Plan 2019-2022](#)

[IA3-15 SF Adult Education Plan 2022](#)

IA4-1 BP 1.00 - District Mission & Vision (see [IA1-1](#))

IA4-2 CCSF Mission & Vision Web Page (see [IA1-2](#))

IA4-3 CCSF Mission & Vision Catalog (see [IA1-3](#))

IA4-4 Multi-Year Budget & Enrollment Plan 2020 (see [IA3-7](#))

IA4-5 Facilities Master Plan 2019 (see [IA3-8](#))

IA4-6 Technology Plan 2021 (see [IA3-9](#))

[IA4-7 BoT Mission Vision Review 2021](#)

[IA4-8 BoT Mission Vision Review 2019](#)

IA4-9 BP 1.00 - District Mission & Vision (see [IA1-1](#))

[IA4-10 Planning Committee Minutes 11-1-21](#)

[IA4-11 Chancellor PGC Report 5-19-22](#)

[IA4-12 AP 1.00 District Vision and Mission Statement](#)