

Appendix I

Excerpt from the Skyline College “Integrated Planning and Participatory Governance For Student Success” (updated Dec. 3, 2012)

The Institutional Planning Committee (IPC) is a subcommittee of the College Governance Council, the primary governance and planning body of the college. The IPC includes representatives from across the campus, ensuring that a broad voice is consistently infused throughout the dialogue and decision-making process. Moreover, by centralizing these plans through the Institutional Planning Committee, connections between the plans are more effectively identified, creating richer and more nuanced recommendations that can be collaborated with the College Budget Committee (CBC) and forwarded to the College Governance Council (CGC) for review.

Planning Process

The planning process at Skyline College is grounded in our Mission – Vision – Values, goals, and Institutional Learning Outcomes, and results in the development of the annual strategic priorities. The college planning process is broad-based, utilizing a participatory governance and planning structure that is designed to maximize input opportunities across constituencies and effectively centralize and integrate college-wide planning, budgeting and assessment. Ultimately a large number of individual program plans are integrated into an overall all College Plan. These include:

- Distance Education Plan (submitted by the Technology Advisory Committee)
- Disabled Students Program & Services (DSP&S) Plan (submitted by Disabilities Resource Center)
- Educational Master Plan (college wide planning process)
- Educational Facilities Master Plan (college and district wide planning process; recommended by the Educational Facilities Master planning Task Force)
- International Students Program Plan (submitted by Student Services Leadership Team and Instructional Leadership Team)
- Matriculation Plan (submitted by Student Services Leadership Team)
- Marketing & Outreach Plan (submitted by Marketing and Outreach Team)
- Program Review Plan (submitted by individual units, service areas and programs)
- Staffing Plan (submitted by Institutional Planning Committee)
- Student Equity Plan (submitted by College Success Initiative Coordinating Committee)
- Technology Plan (submitted by the Technology Advisory Committee)
- Transfer Plan (submitted by Student Services Leadership Team and Instructional Leadership Team)
- Vocational Technical Education Act (VTEA) Plan (submitted by VTEA Advisory Committee)

Multiple sources are used throughout the planning process to inform or guide the development of plans. These include:

- San Mateo County Community College District (SMCCCD) Board of Trustees Goals
- SMCCCD Board Value Statement
- SMCCCD Strategic Priorities
- Environmental Scans
- Advisory Committee recommendations
- Employee Voice Survey
- Student Engagement Survey
- College Goals
- College Strategic Priorities
- Student Learning Outcomes Assessments
- Program Reviews
- State and Federal Mandates