



Strategic Planning Process

The strategic planning process guides the district through integrated planning, budgeting, and institutional effectiveness review. These common components form a repetitive, continuous cycle of sustainable quality improvement grounded in data-informed decision-making.

Embedded within the strategic planning process is an annual cycle that includes planning and prioritization, budgeting and resource allocation, implementation and institutional effectiveness review. The integration of these processes assures annual evaluation and improvement in an ongoing quest to support higher levels of student learning across the District. [See Administrative Procedure 3250: Institutional Planning.](#)

Integrated Planning, Budgeting, and Institutional Effectiveness Cycle:

- **Governing Board Strategic Plan:** The strategic plan is comprised of the District mission, vision, values, and strategic goals. This plan guides the other planning documents, and other planning documents should align with the priorities articulated in this plan.
- **Comprehensive District Master Plan:** The colleges maintain 6-year master plans (EMP). Using recommendations from the EMPs and other sources, District Services develops master plans for human resources, facilities, strategic enrollment management, security, and technology in consultation with the colleges.

- **Annual Planning Assumptions:** The Chancellor's Cabinet identifies the planning assumptions for the coming year, which include emerging strategies, revenue and expenditure assumptions, and Board strategic priorities.
- **Annual Action Plans:** The colleges and District Services compile annual action plans for the coming year using the planning assumptions, comprehensive district master plan, program reviews, etc. Each college and District Services prioritizes its action plan based on revenue assumptions.
- **Resource Allocation and Budget Process*:** The Chancellor's Cabinet sets the FTES targets for the coming year and determines the resource allocations to maintain adequate fund levels and to accomplish annual action plans. The District Consultation and Coordination Council oversee the resource allocation and budget process, and the Governing Board adopts the final budget. For additional information see the RAM Handbook.
 - The budget for extra pay assignments and adjunct faculty are adjusted based on enrollment targets.
- **Mid-Year Revisions:** After the budget has been approved by the Governing Board, the District may experience unexpected changes to revenue or expenditure. In such occurrences, the revenue and expenditure assumptions may be revised.

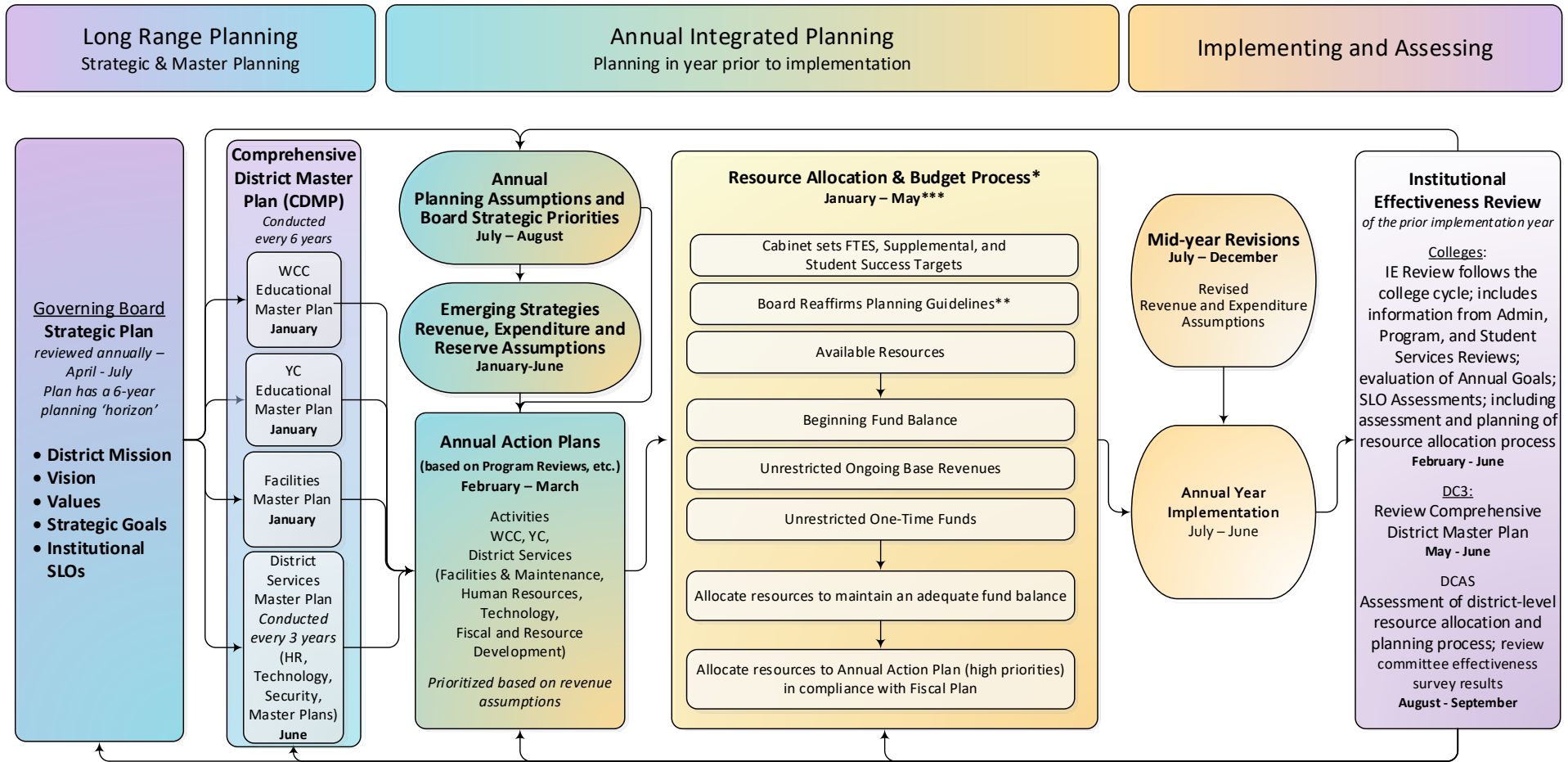
Institutional Effectiveness Review (IER) Process: An institutional effectiveness review for the prior implementation year is conducted. Based on its college cycle, each college conducts a review that includes information from administrative, program and student services review. They also evaluate the annual goals and student learning outcomes (SLOs), including an assessment and planning of the resource allocation process. The District Consultation and Coordination Council reviews the District master plan, and the District/College/Academic Senate Leadership Committee

* Base Commander's Sidewalk Development Theory

conducts an assessment of the district-level resource allocation and planning process and reviews the committee effectiveness review results. Feedback from the IER process informs the next cycle.

- **Annual Communication Cycle:** To support an inclusive and transparent integrated planning, budgeting, and institutional effectiveness process, the results of each of the annual cycle components will be widely communicated using multiple communication venues. The District Consultation and Coordination Council is charged to:
 - Assure broad dissemination of Strategic Planning Process deliverables
 - Serve as a formal conduit for constituent input into the Annual Action Plan, the Resource Allocation Recommendations, and the Institutional Effectiveness Review, and
 - To evaluate the effectiveness of the communication processes used for the purpose of improving communication in the future.

Yuba Community College District Planning Process



Adopted: 6/4/2013
Revised: 2/4/2016; 2/15/2018; 3/21/2019; 11/05/2024 (Align with AP 3250)

*DC3 Oversees Resource Allocation and Budget Process
**based on release of Governor's budget in January

***Board Action:
Tentative Budget (June)
Final Budget (September)