

VICTOR VALLEY COMMUNITY COLLEGE DISTRICT  
ADMINISTRATIVE PROCEDURE

THE DISTRICT

CHAPTER 1

**Review of District Vision, Values, Mission & Goals**

**AP 1200**

References: ACCJC Accreditation Standard IA-3  
VVCCD Board Policy 1202 and Administrative Procedure 1202  
VVCCD Board Policy 3250 and Administrative Procedure 3250

The vision, values, mission, and goals of Victor Valley College define the district's purpose and identity and are the basis for institutional planning and the evaluation of institutional effectiveness. In order to ensure that programs and services are aligned with the purposes of the institution, as well as designed and organized to serve immediate and long range community needs, a formal procedure is established for the regular review and revision of the district vision, values, mission, and goals. This procedure calls for an annual review of the mission statement and planning priorities by College Council and a periodic review and substantive revision of the vision, values, mission, and goals by the Board of Trustees at least once every five years.

**Annual Shared Governance Review of the Mission Statement and Planning Priorities**

The agenda for the first meeting of the College Council at the start of every academic year will include review of the district mission and planning priorities. The purposes of this review are as follows:

1. to confirm the relevance of the mission and priorities to the communities served;  
and
2. to establish a shared understanding across the institution of the vision, values, mission, goals, and priorities and of their role in the upcoming cycle of program review and planning.

Upon finding that minor revisions to the mission and/or priorities are advisable, College Council will recommend that the Superintendent/President establish a task force that is charged with the following:

1. Conducting a thorough evaluation of the existing mission statement and planning priorities in light of quantitative and qualitative data representing the current economic conditions and needs in the communities served.
2. Revising the mission statement and/or planning priorities in order to align the college more effectively with economic demands and community needs. Planning priorities must

## **AP 1200 – Review of District Vision, Values, Mission & Goals**

be stated in measurable terms so that the degree to which they are achieved can be determined and widely discussed.

3. Submitting revised statements and justifications for the recommended changes to College Council for discussion and refinement.
4. Managing the revision, review, and approval pursuant to established governance procedures of the relevant sections of BP 1200 and AP 1202.

Upon completion of its annual review of the mission and priorities, College Council will report the results to the Board of Trustees. If minor changes to the mission are recommended, the Superintendent/President will recommend and advocate their approval by the Board of Trustees through adoption of a revised Board Policy 1200.

### **Periodic Board of Trustees Review of the Vision, Values, Mission, and Goals**

Pursuant to Board Policy 3250, the Board of Trustees reviews and updates the general institutional mission and goals annually. This review will occur on receipt of the results of the annual College Council review described above.

In addition, a Board of Trustees review of the district vision, values, mission and goals occurs systematically in connection with long-range master planning efforts at least every five years. The Superintendent/President is responsible for providing a recommendation to the Board of Trustees as to the need for review.

Any revision of the district mission and goals will initiate a comprehensive master planning effort pursuant to relevant established board policies and administrative procedures. Revised goals must be stated in measurable terms so that the degree to which they are achieved can be determined and widely discussed. Changes to the mission and goals will result in changes to Board Policy 1200, Administrative Procedure 1200, Administrative Procedure 1202, and all related strategic planning and resource allocation processes. The Superintendent/President will ensure that all related policies, procedures, and processes are updated promptly to reflect changes approved by the Board of Trustees to the institutional vision, values, mission, and goals.