



MEMORANDUM

April 5, 2019

Via Email

TO: Chief Executive Officers

FROM: Eloy Ortiz Oakley, Chancellor

RE: Process for an Extension on Local Goal-Setting and Equity Plans

State law requires colleges to adopt local goals aligned with the *Vision for Success*, produce several plans to guide how the colleges will use state resources consistent with the Guided Pathways framework, and adopt budgets each year to support those activities. In February, I sent you a memo summarizing timelines and a coherent approach to planning and implementing these requirements. Since that memo, my office has been contacted with requests for extensions on two key plans: the local goals alignment and the equity plan. This memorandum summarizes the process to provide colleges in need of an extension flexibility to complete their work. **Please forward this memo to individuals in your teams that are responsible for these activities.**

GOALS ALIGNED WITH THE VISION FOR SUCCESS

All community colleges have now certified they have a process in place to adopt college-level goals that are aligned with statewide goals in the *Vision for Success*. Aligned local goals must be adopted by the governing board and submitted by May 31, 2019.

Colleges who are unable to meet the May 31, 2019 deadline may contact the Chancellor's Office to request an extension. Colleges must submit a letter from their Governing Board President requesting an extension of no more than 60 days to [Executive Vice Chancellor Marty Alvarado](#). Letters must briefly specify the reason for the extension, a desired extension day that aligns to a board meeting date and the key personnel responsible for plan submission.

EQUITY PLAN

As a condition of receiving allocations under the Student Equity and Achievement Program, and to effectively meet local *Vision* goals, each college must submit a board- approved Student Equity Plan every three years. College Equity Plans must identify goals and activities designed to close gaps for disparately-impacted equity populations—these goals and activities should be similar to achieve

progress in goal number 5 in the *Vision for Success*.

Colleges are required to submit the plan by June 30, 2019, but may receive an extension to certify adoption by their governing board. Colleges must submit a letter from the Governing Board President requesting an extension of no more than 90 days to [Vice Chancellor Rhonda Mohr](#). Letters must briefly specify the reason for the extension, a desired extension day that aligns to a governing board meeting date and the key personnel responsible for plan submission.

cc: Dr. Daisy Gonzales, Deputy Chancellor
Marty Alvarado, Executive Vice Chancellor
Rhonda Mohr, Vice Chancellor
Christian Osmena, Vice Chancellor