

GROSSMONT COLLEGE
Planning & Institutional Effectiveness (PIEC) Committee
Friday, January 31, 2020
11:00 a.m. – 12:30 p.m.
College Conference Room (10-106)
MEETING SUMMARY

Purpose The goal of the Planning and Institutional Effectiveness Committee is to ensure a culture of continuous quality improvement and data-informed decision-making. Best practices for institutional effectiveness include improving equity and student learning and achievement by analyzing data and using results to inform practice. It uses environmental scan data as well as institutional outcomes to drive institutional responses. The committee reviews program assessment results against the college’s mission, values, and strategic goals. The committee is also responsible for assuring the continuous integration of planning across the campus, regularly evaluating the college's progress to ensure institutional effectiveness.

CO-CHAIRS	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input checked="" type="checkbox"/> Catherine Webb	<input checked="" type="checkbox"/> Ailynn Martinez proxy for Pedro Miranda	<input type="checkbox"/> Mike Reese
<input type="checkbox"/> Elaine Adlam proxy Jocelyn Pacheco-Fonseca	<input checked="" type="checkbox"/> Diego Osuna Proxy for King Wong	<input type="checkbox"/> Dean of A&R & Financial Aid
	<input type="checkbox"/> Vacant	<input type="checkbox"/> Bill McGreevy
		<input type="checkbox"/> Victoria Christine Rodriguez
		<input checked="" type="checkbox"/> Joyce Fries
		<input type="checkbox"/> Natalie Ray

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS’ ASSOCIATION
<input type="checkbox"/> Lara Braff	<input checked="" type="checkbox"/> Nadia Almaguer	<input type="checkbox"/> Joan Ahrens
<input checked="" type="checkbox"/> Yohanny Corona-batalona	<input checked="" type="checkbox"/> Alexis Lytle	<input checked="" type="checkbox"/> Courtney Williams
<input type="checkbox"/> Tiffany Glen-Hall		<input checked="" type="checkbox"/> Wayne Branker proxy for Heriberto Vasquez

EX-OFFICIO	RECORDER
<input checked="" type="checkbox"/> Lida Rafia	<input checked="" type="checkbox"/> Cindy Emerson
<input checked="" type="checkbox"/> Bonnie Ripley	
<input type="checkbox"/> Felicia Kalker	

ROUTINE BUSINESS	
1. Welcome and Introductions	Introductions were made around the table
2. Public Comment	none
3. Additions/Deletions to Agenda	none
4. Approve 12/20/19 Meeting Notes	Minutes were tabled to the next meeting

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS	
5. Encore Discussion: PIEC 101: How does PIEC support educational equity?	Membership reviewed and had an in depth discuss on PIEC 101: How does PIEC support educational equity? (vs.2) as presented.
6. "Communication Kit" for KPIs discussion w/constituency groups	The final draft of the Key Performance Indicators Matrix was shared. Members discussed how the KPIs would be presented to the constituency groups. PIECs charge is to recommend a KPI matrix to the College Council to be adopted. Catherine will confirm whether additional constituency input should happen prior to the recommendation (group consensus was that unless there is a specific statement in the Governance Handbook, the input received from constituency reps during the preparation of the matrix should suffice prior to the recommendation). Catherine will report back at the February 21 st PIEC meeting.

NEW BUSINESS ITEMS	
7. Review Charge and Planning for Spring discussions	Tabled to next meeting

COMMITTEE/CONSTITUENCY REPORTS	
8. Reports on PIEC-related topics from constituency groups and other committees (as needed)	Associated Students: Classified Senate: Faculty Senate: Admin Association: Committees:

FOR CONSENSUS	
9.	

FOR FOLLOW-UP AT NEXT MEETING		
Who	Item	Timeline

10. WORK AHEAD 11. Future PIEC 101 topics: *Critical thinking skills, * Communication skills

NEXT MEETING: February 21, 2020; 11:00 - 12:30 pm; College Conference Room (10-106)

***Planning & Institutional Effectiveness Committee
Norms***

In participatory government, a high level of collegiality, respect, and civility is expected. Those expectations include the following:

- Thumb up- all the way in; Thumb middle- can live with it; Thumb down-want to keep talking about additional solutions.
- Quick check (weather check-in at the beginning of the meeting. This would help us calibrate our body language with one another.
- Raise hand to let folks know you are going to speak. Be respectful of others who may have raised their hand before you.
- Everybody's voice is equal, important and valuable.
- If there are times when we feel unsafe. Find ways to recalibrate and move forward in a gentle way.
- Use a parking lot.
- Give ourselves passing time at the end of meetings.
- If a proxy is requested make sure the proxy is briefed prior to the meeting.
- Operate under the assumption that everyone is speaking with a positive intent.
- Be solution focused when you don't understand where someone is coming from.
- Periodically check in on our norms and adjust them.