

GROSSMONT COLLEGE
Planning & Institutional Effectiveness (PIEC) Committee
Friday, December 18, 2020
11:00 a.m. – 12:30 p.m.
PIEC Zoom Room
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"/> Joan Garcia Ahrens	<input type="checkbox"/>	<input checked="" type="checkbox"/> Marshall Fulbright
<input checked="" type="checkbox"/> Lara Braff	<input type="checkbox"/>	<input checked="" type="checkbox"/> Marsha Gable
	<input type="checkbox"/>	<input type="checkbox"/> Bill McGreevy
	Proxies:	<input checked="" type="checkbox"/> Victoria Christine Rodriguez
		<input type="checkbox"/> Joyce Fries
		<input checked="" type="checkbox"/> Natalie Ray

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS’ ASSOCIATION
<input checked="" type="checkbox"/> Marilyn Tajii	<input checked="" type="checkbox"/> Alexis Lytle	<input checked="" type="checkbox"/> Courtney Williams
<input checked="" type="checkbox"/> Tiffany Glen-Hall	<input checked="" type="checkbox"/> Iliana Garcia	<input checked="" type="checkbox"/> Niko Crumpton
	<input checked="" type="checkbox"/> Danielle Feliciano	<input checked="" type="checkbox"/> Wayne Branker

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

ROUTINE BUSINESS	
1. Welcome and Introductions	Joan welcomed everyone
2. Public Comment	None
3. Additions/Deletions to Agenda	Joan spoke about the Annual College Wide Planning Forum. Traditionally the forum is held on a Friday in March or April. Since we are working remotely we are considering a four-part series on Fridays. The forum will be informed by the recommendation and commendations from our accreditation last fall, and the key take-aways from program review, curriculum annual unit planning and assessment. More information to come.
4. Approve 11/20/2020 Meeting Summary	Meeting summary was approved.

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS	
5. Accreditation	<p>At the 12/16/2020 Accreditation Steering Committee (ASC) Bonnie raised the topic that the ASC should be a <i>Committee of PIEC</i> rather than a <i>Subcommittee</i>. A subcommittee consists of members of PIEC. A committee of PIEC consists of members of the college that have knowledge of accreditation and expertise in assessment and continual improvement of college programs.</p> <p>With the clarification of the committee definitions PIEC members agreed that ASC should be a <i>Committee of PIEC</i>.</p> <p>When we hold our annual governance review Joan will recommend that the ASC become a committee of PIEC which reports to PIEC. She will also recommend the language of the of each accreditation standard that each governance committee is responsible for be written under the Purpose and Responsibilities in the handbook. Currently the handbook reflects only the Standard number and alphabet.</p>
6. AUP feedback from PIEC members conversations with departments and constituencies	<p>Joan shared the Draft of the Administrative Services Outcomes Assessment Plan Proposal. See the attached proposal which includes the tentative launch dates. CPIE will assist with training and development in the areas of Nuventive.</p> <p>Lara and Joan shared the changes made to the Instructional AUP based on the feedback received from Chairs and Coordinators. See section three on the attached AUP v2 Instruction -Rev 2020-12-18.</p> <p>Regarding question 3.4.B.:</p> <p>Chairs found it helpful when there were examples. Also, it would be helpful to clarify that closing the loop requires assessment, planning, implementation and then again assessment.</p> <p>Training will be offered with the revised template and modeled responses. Under curriculum review and planning. There are a number of COR that are outdated. Section 4.1 and 4.2 has been added.</p> <p>Natalie shared the draft of the Student Services AUP template which aligns with Student Services Program Review. See the attached SS AUP draft.</p>
INFORMATIONAL ITEMS	
7. Preview of Nuventive Improve	Joan provided a preview Nuventive Improve and explained how the program will help Grossmont track, access, and close the loop with our SLOs and SSOs.
8. New Power BI Program Review Data Dashboard	<p>Victoria Rodriguez shared a draft of the GCCCD Dashboard which provides FTEF Grade Distribution, Retention a Success, Section and Enrollment Counts, WSCH and FTES, WSCH/FTEF and Definitions. The user can choose locations, division departments, course names, point and time. Information goes back to 2016 and data can be exported.</p> <p>The GCCCD Dashboard will be available on the Report Sever in January 2021</p>
COMMITTEE/CONSTITUENCY REPORTS	
9. Reports on PIEC-related topics from constituency groups and other committees (as needed) <ul style="list-style-type: none"> • Associated Students: • Classified Senate: • Faculty Senate: • Admin Association Committees: 	
FOR CONSENSUS	

FOR FOLLOW-UP AT NEXT MEETING		
Who	Item	Timeline

WORK AHEAD

Next meeting: February 19, 2021; 11:00 – 12:30

Planning & Institutional Effectiveness Committee

Norms

Updated at 09/18/2020 PIEC meeting

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.
- 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.
- Conversations in the Chat should be discussed (added at 09/18/2020 meeting).