

GROSSMONT COLLEGE
Planning & Institutional Effectiveness Committee (PIEC)
Friday, September 23, 2022
11:00 a.m. – 12:30p.m.
[PIEC Zoom Room](#)
Meeting Notes

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 (voting)	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE (voting)	ADVISORY
<input checked="" type="checkbox"/> Joan Garcia Ahrens	<input type="checkbox"/> TBD	<input type="checkbox"/> Marshall Fulbright
<input checked="" type="checkbox"/> Krystle Jones	<input type="checkbox"/> TBD	<input type="checkbox"/> Marsha Gable
	<input type="checkbox"/> TBD	<input type="checkbox"/> Bill McGreevy
		<input type="checkbox"/> Joyce Fries
		<input type="checkbox"/> Natalie Ray
		<input type="checkbox"/> TBD

ACADEMIC SENATE (voting)	CLASSIFIED SENATE (Voting)	ADMINISTRATORS’ ASSOCIATION (Voting)
<input checked="" type="checkbox"/> Natalia Aylett	<input checked="" type="checkbox"/> Pat Murray	<input type="checkbox"/> Courtney Willis
<input checked="" type="checkbox"/> Eva Nicasio	<input checked="" type="checkbox"/> Joel Bakker Proxy for Graylin Clavell	<input checked="" type="checkbox"/> Niko Crumpton
	<input checked="" type="checkbox"/> Juliana Bertin	<input type="checkbox"/> TBD

EX-OFFICIO (voting)	CPIE	GUEST
<input type="checkbox"/> Victoria Christine Rodriguez	<input checked="" type="checkbox"/> Cindy Emerson, Recorder	<input type="checkbox"/>
<input type="checkbox"/> Susana Munoz	<input checked="" type="checkbox"/> Kay Watson	<input type="checkbox"/>
<input type="checkbox"/> Felicia Kalker	<input checked="" type="checkbox"/> Carmen Hernandez	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Christopher Yerkes	

ROUTINE BUSINESS	
1. Welcome and Introductions	Joan welcomed Krystle Jones and the new PIEC members.
2. Public Comment	There were none.
3. Additions/Deletions to Agenda	Victoria Rodriguez, Interim Dean of Student Success & Equity was away at a conference. Therefore, item #10, Student Equity Plan, was tabled to the October meeting.
4. Approve meeting notes from 04/08/2022 & 05/20/2022	04/08/2022 notes approved 05/20/2022 notes approved
NEW BUSINESS	
5. 2021-2022 PIEC Overview	Joan provided a PIEC refresher for standing and new members.
6. Review & Update Norms	Committee members decided to drop an emoji in the chat at beginning of the meeting rather than the weather check-in.
7. IEPI: Operational Excellence Steering Committee	Joan shared that an Operational Excellence Steering Committee has been formed to help prepare for the Institutional Effectiveness Partnership Initiative (IEPI), Partnership Resource

	<p>Team (PRT) visit. The steering committee will consider and evaluate:</p> <ul style="list-style-type: none"> • How do we conduct a baseline review of current process? • How do we eliminate/redesign ineffective processes/policies? • How can we identify process/policies that create friction points for students? For Employees? (Friction points: those variables that slow down student and/or employee retention and engagement) • In what ways can we clarify our resource allocation processes? • How do we enhance continuous learning focused on essential training for employees? • How do we navigate operational improvements within a two-college district? <p>The Operational Excellence Strategic Priority committee Meets the 2nd and 4th Wednesday of each Month between 1-2:30 The scheduled IEPI Peer Response Team Visits will be held on: October 24, 2022- First visit November 28, 2022- Second visit</p>
UPDATE	
8. Annual Unit Planning	Units are completing their Annual Unit Plans (AUP) which are due October 3 rd . Units completing their Program Review this Fall do not need to do an AUP. However, if they are requesting resources they need to upload their resource requests under section six of the AUP form in Nuventive.
9. Strategic Planning Vision for Success vs. CCC Roadmap Goals	Joan spoke to the Multi-year Roadmap between the Newsom Administration and the California Community Colleges. She explained how the District is designing their Strategic Goals and Priorities on the Vision for Success/Governor’s Roadmap Goals and Grossmont and Cuyamaca’s Strategic Plans.
10. Student Equity Plan	Tabled to October meeting
11. Important dates	Each year this committee participate in hosting of the Annual College Planning Forum which is scheduled for April 14, 2023. Please put that date on your calendar. The work we do throughout the year helps us prepare for the forum.
DISCUSSION / CONSENSUS	
12. PIEC Meeting Date Change: a. Move 01/20/23 mtg. to 01/27/23 b. Move 02/17/23 mtg. to 02/10/23	Tabled to October meeting a. Reason – faculty off contract b. Reason – Presidents weekend campus closed
COMMITTEE/CONSTITUENCY REPORTS	
13. 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:	Classified Senate will hold their planning retreat at the end of October.
FOR FOLLOW-UP AT NEXT MEETING	

Who	Item	Timeline

NEXT PIEC MEETING: 08/19/2022; 11:00 am – 12:30 pm (Flex week)

DRAFT PIEC SCHEDULE DRAFT 2022-2023	
Date	Time
Friday, 10/21/2022	11:00 am - 12:30 pm
Friday, 11/18/2022	11:00 am - 12:30 pm
Friday, 12/16/2022	11:00 am - 12:30 pm
Friday 01/27/2023 (Move to 4th Friday. Faculty off Contract on 01/20/2023)	11:00 am - 12:30 pm
Friday 02/24/2023 (move 2nd Friday. Presidents weekend 02/10/2023)	11:00 am - 12:30 pm
Friday, 03/17/2023	11:00 am - 12:30 pm
Friday, 04/21/2023	11:00 am - 12:30 pm
Friday, 05/19/2023	11:00 am - 12:30 pm

Planning & Institutional Effectiveness Committee (PIEC)

NORMS

Updated
September 17th, 2021

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

- When measuring consensus members will use the Thumb up- all the way in; Thumb middle- can live with it; Thumb down- want to keep talking about additional solutions.
 - When consensus is final the committee will use the chat entering: yes, no, or abstain.
- Members may drop an emoji from the Zoom library as a quick check 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.

DRAFT