

GROSSMONT COLLEGE
Planning & Institutional Effectiveness (PIEC) Committee
Friday, October 16, 2020
11:00 a.m. – 12:30 p.m.
PIEC Zoom Room (<https://cccconfer.zoom.us/j/96335429605>)
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	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input checked="" type="checkbox"/> Joan Garcia Ahrens	<input type="checkbox"/>	<input type="checkbox"/> Marshall Fulbright
<input checked="" type="checkbox"/> Lara Braff	<input type="checkbox"/>	<input type="checkbox"/> Marsha Gable
	<input type="checkbox"/>	<input checked="" type="checkbox"/> Bill McGreevy
	Proxies:	<input checked="" type="checkbox"/> Victoria Christine Rodriguez
		<input checked="" 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 type="checkbox"/> Barbara Gallego
<input type="checkbox"/> Tiffany Glen-Hall	<input checked="" type="checkbox"/> Iliana Garcia	<input checked="" type="checkbox"/> Courtney Williams
	<input checked="" type="checkbox"/> Ryan Cline for Danielle Feliciano	<input checked="" type="checkbox"/> Lida Rafia for Jocelyn Pacheco-Fonseca

EX-OFFICIO	RECORDER
<input 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 and welcomes were made around the Zoom room.
2. Public Comment	No comments were made
3. Additions/Deletions to Agenda	None
4. Approve 08/21/2020 & 09/18/2020 Meeting Summary	The 08/21/2020 meeting summary was approved. Iliana Garcia's name was added as an attendee to the 09/18/2020 meeting summary. The 09/18/2020 meeting summary was approved.

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS

<p>5. Participatory Governance Survey and Timeline</p>	<p>Joan reviewed the Annual Unit Plan Process Diagram (FY 20-21) - 2019.11.14 and provided a brief detail of where the college is on the timeline. Instructional, Student Service and Administrative Service units turned in AUPs with various resource requests. The Resource requests were distributed to the appropriate departments for follow-up. C PIE is currently analyzing the AUPs for overarching themes & emerging institutional needs. The team will report the themes at the next PIEC meeting.</p> <p>Joan displayed the participatory governance survey that was conducted last year and explained that College Council will partner with the C PIE office to conduct the Governance Survey. The timing of the survey will most likely be in March. It is the responsibility of PIEC to analyze data and support college plans.</p> <p>The College Council and Co-Chairs will meet on November 13th for the Governance annual review.</p> <p>Need survey how Participatory governance is going because it has been more than a year.</p>
<p>6. C PIE team to discuss findings of AUP (outcomes assessment & equity components)</p>	<p>Victoria Rodriguez shared findings from her review of the AUPs. See attached Fall 2020 AUP Update.</p> <p>At the November PIEC meeting other the C PIE team will discuss their findings. PIEC members will take the AUP Form: 2019-2020 V.1 (attached) back to their constituencies and ask for feedback on the form. Topics for discussion:</p> <ul style="list-style-type: none"> • Did you notice any threads that can impact the unite planning update? • Consider in Section Three: Reflection on Student Learning, Achievement and Equity <ul style="list-style-type: none"> ○ This section needs to be designed across all programs to be effective. <ul style="list-style-type: none"> ▪ Academic Services ▪ Administrative Services ▪ Student Services <ul style="list-style-type: none"> • Reference the Fall 2020 Outcomes Assessment Plan (attached) ○ The Fall 2021 update will include question #6 an equity question. <p>PIEC members to bring feedback to the 12/18/2020 PIEC meeting for discussion. Questions are to be incorporated into AUP forms for Student Services and Administrative Services by the February 19 meeting.</p>

INFORMATIONAL ITEMS

<p>7. USC Equity Alliance Camus climate survey for students and IEPI proposal for assistance with educational master planning</p>	<p>Racial Climate Survey that Students will be participating. Survey will Go out on 10/27 and will run through 11/24. This is part of the equity work. Once we get the results this committee will review.</p> <p>There will be incentives for the student to participate. Victoria and Joan are in the process of finalizing the details.</p>
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COMMITTEE/CONSTITUENCY REPORTS

<p>8. Reports on PIEC-related topics from constituency groups and other committees (as needed)</p> <ul style="list-style-type: none"> • Associated Students: • Classified Senate: • Faculty Senate: • Admin Association Committees: 	
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FOR CONSENSUS

9. none

FOR FOLLOW-UP AT NEXT MEETING

Who	Item	Timeline
Committee members	Discuss AUP template with departments, divisions, and constituency on how it can be improved. See details under item #6.	12/18/20 PIEC meeting

WORK AHEAD

Next meeting: November 20, 2020; 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).