

GROSSMONT COLLEGE
Planning & Institutional Effectiveness Committee (PIEC)
Friday, May 20, 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"/> Danielle Feliciano	<input type="checkbox"/> TBD	<input type="checkbox"/> Marsha Gable
	<input type="checkbox"/> TBD	<input type="checkbox"/> Bill McGreevy
		<input type="checkbox"/> Sam Ballard
		<input checked="" type="checkbox"/> Joyce Fries
		<input checked="" type="checkbox"/> Natalie Ray
		<input checked="" type="checkbox"/> Kelly Jackson

ACADEMIC SENATE (voting)	CLASSIFIED SENATE (Voting)	ADMINISTRATORS’ ASSOCIATION (Voting)
<input checked="" type="checkbox"/> Lara Braff	<input type="checkbox"/> TBD	<input checked="" type="checkbox"/> Courtney Williams
<input checked="" type="checkbox"/> Natalia Aylett	<input type="checkbox"/> Graylin Clavell	<input checked="" type="checkbox"/> Niko Crumpton
<input checked="" type="checkbox"/> Krystle Jones		<input type="checkbox"/> TBD

EX-OFFICIO (voting)	CPIE	GUEST
<input type="checkbox"/> Victoria Christine Rodriguez	<input type="checkbox"/> Cindy Emerson	<input type="checkbox"/> Kelly Menck
<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 type="checkbox"/>	

ROUTINE BUSINESS	
1. Welcome and Introductions	Welcomes were made around the room.
2. Public Comment	None
3. Additions/Deletions to Agenda	None
4. Approve meeting notes from 04/08/2022	Tabled to the August meeting.
NEW BUSINESS	
5. Review Key Performance Data	Kelly shared the Key Performance Data .
6. IEPI: Operational Excellence	The college has been awarded an Institutional Effectiveness Partnership Initiative (IEPI) Grant to focus on Operational Excellence. One of our strategic plan goals is operational excellence (Manage systems, processes, and resources efficiently and effectively to maximize organizational effectiveness). A Partnership Resource Team (PRT), which consists of individuals from multi- college districts throughout the State of California will help us review our practices and systems. There will be two visits in the fall between September 26 th and December 9 th . There

	will be a third visit in the Spring 2023 and an optional fourth visit. We will keep PIEC updated.	
7. PIEC Co-chair	Danielle’s term as the PIEC Co-chair ends at the end of this term. Our faculty members will need to decide who would like to co-chair PIEC over the 2022-2023 academic year.	
UPDATE		
8. Strategic Planning	Joan provided an update on the 2022-2028 Strategic Plan Goals & Objectives Draft . College members and constituencies are providing feedback. The next step is to prepare and present the plan to the Governing Board.	
9. Annual Unit Plan	Joan shared the Timeline for Preparing & Submitting Fall 2022 AUPs for Deans/Supervisors/Managers which was shared with the leadership team earlier this week. She pointed out that units that are interested in submitting a facilities project request must submit a Feasibility Report to Loren Holmquist, Director of Facilities/Operations/Maintenance by June 1 st , and if they are planning on adding staff, they need to provide preliminary staffing to Grossmont.cpie@gcccd.edu	
10. Facilities Master Planning	Danielle shared a copy of the Facilities Master Plan Draft Map that Gensler presented at the 05/18/2022 FMP taskforce meeting.	
11. BP/AP 3050 Institutional Code of Ethics	Natalie shared the current version of the AP3050 draft that the Cuyamaca, Grossmont small workgroup is working on. The group wants to move away from negative language and towards supportive language. Natalie is hoping we will have a framework of conflict resolution in place by the end of fall.	
12. Equity Plan	SEP workgroup focused on a broader perspective. Asking what is the root of the problem. They also discussed continuing to meet over the summer.	
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: 	
FOR FOLLOW-UP AT NEXT MEETING		
Who	Item	Timeline

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

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.
- A quick check weather check-in at the beginning of the meeting. This would help us calibrate our body language with one another. This may be done orally around the table or through the chat to save time.
- 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.