GROSSMONT COLLEGE
Planning & Institutional Effectiveness Committee (PIEC)
Thursday, February 16, 2023
11:00 a.m. – 12:30p.m.
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
☒ Joan Garcia Ahrens	☐ Katherine Machado	☐ Marshall Fulbright
☐ Krystle Jones	☐ Jenine Smith	☐ Marsha Gable
	☐ TBD	☐ Joyce Fries-co-chair, PR
		☒ Kelly Menck-co-chair, PR
		☒ Natalie Ray
		☐ TBD- VPAS
		☐ Ruka Wang

ACADEMIC SENATE (voting)	CLASSIFIED SENATE (Voting)	ADMINISTRATORS' ASSOCIATION (Voting)
☒ Natalia Aylett (via proxy Mark Poupard)	☒ Graylin Clavell	☐ Courtney Willis
☒ Eva Nicasio	☒ Juliana Bertin	☒ Niko Crumpton
	☐	☒ Wayne Branker

EX-OFFICIO (voting)	CPIE	GUEST
☒ Victoria Christine Rodriguez	☐ Cindy Emerson	☐ Tate Hurvitz
☐ Susana Munoz	☒ Carmen Hernandez	☐
☒ Felicia Kalker	☒ Christopher Yerkes, Recorder	☐

ROUTINE BUSINESS	
1. Welcome and Introductions	J. Ahrens welcomed the committee and shared the meeting agenda.
2. Public Comment	None.
3. Additions/Deletions to Agenda	None.
4. Approve meeting notes: 01/27/2023	Approved.
DISCUSSION OF PRIOR AGENDA ITEMS/CONSENSUS	
5. KPI Recommended Targets	J. Ahrens said that she is collecting updates on the KPI targets from the participatory governance committees. There will be a presentation on the KPI targets at the Annual Planning Forum. J. Ahrens said that she is available to share information on the KPI targets for groups or departments that need it.

6. Annual Planning Forum: 04/14/2023
   a. Small Workgroup
     i. Timeline
     ii. Time (9:00 am – 12:00 pm)
	C. Hernandez shared a draft agenda for the Annual Planning Forum that had been compiled by the CPIE team for the committee to discuss and finalize. The committee agreed to a 9:00 am-12:00 pm meeting time proposed in the draft agenda.

iii. Theme (One College-One Team) iv. Flyer (Save the Date)	Along with the agenda items, J. Ahrens shared a sample of the Grossmont College RP Student Results Survey Results Presentation, which will be part of the program for the forum. The committee determined the forum purpose: Provide information and guide the annual unit planning. They discussed activities to be included, order of events, and who will present. The list of topics was narrowed down. The details will be finalized at the March 17, 2020 PIEC meeting. A save-the-date for the forum was finalized and sent for distribution in the Weekly Griffin on February 16, 2023.
NEW BUSINESS	
7. Resource requests in Nuventive	J. Ahrens reminded the committee that upcoming changes to Nuventive will include tying strategic priorities to resource requests. She is going to ask that the Prioritization Committee update their request forms before the changes to Nuventive are made.
UPDATE	
8. Institutional Innovation and Effectiveness Plan	No updates.

COMMITTEE/CONSTITUENCY **REPORTS**	
9. Reports on PIEC-related topics from constituency groups and other committees (as needed) • Associated Students: • Classified Senate: • Faculty Senate: • Admin Association Committees:	Classified Senate: J. Bertin said she has not received feedback on KPIs so far. Admin Association Committees: W. Branker said they working to encourage the transition of all documentation to the OneDrive account associated with employees GCCCD email for ease of access and protection of student data.

FOR FOLLOW-UP AT NEXT **MEETING**		
Who	**Item**	**Timeline**

NEXT PIEC MEETING: NOTE- Friday, 03/17/2023; 11:00 am – 12:30 pm

PIEC SCHEDULE Spring 2023	
Date	**Time**

Friday, 03/17/2023	11:00 am - 12:30 pm
Annual Planning Forum-04/14/2023	TBD
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 23th, 2022

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.
    o 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.