

GROSSMONT COLLEGE
Planning & Institutional Effectiveness Committee (PIEC)
Friday, March 15, 2024
11:00 a.m. – 12:30p.m.
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 (voting)	ADVISORY
<input checked="" type="checkbox"/> Joan Garcia Ahrens	<input type="checkbox"/> TBD	<input type="checkbox"/> Agustín Albarrán
<input type="checkbox"/> Juliana Bertin	<input type="checkbox"/> TBD	<input type="checkbox"/> Marsha Gable
	<input type="checkbox"/> TBD	<input type="checkbox"/> Joyce Fries-co-chair, PR
		<input checked="" type="checkbox"/> Kelly Menck-co-chair, PR
		<input checked="" type="checkbox"/> Natalie Ray
		<input type="checkbox"/> TBD- VPAS
		<input checked="" type="checkbox"/> Marcelo Nieto

ACADEMIC SENATE (voting)	CLASSIFIED SENATE (Voting)	ADMINISTRATORS’ ASSOCIATION (Voting)
<input type="checkbox"/> Krystle Jones	<input checked="" type="checkbox"/> Graylin Clavell	<input checked="" type="checkbox"/> Courtney Willis
<input checked="" type="checkbox"/> Eva Nicasio	<input checked="" type="checkbox"/> Jayden Logan	<input checked="" type="checkbox"/> Niko Crumpton
<input checked="" type="checkbox"/> Summer Webb	<input checked="" type="checkbox"/> Rochelle Weiser Proxy for Juliana Bertin	<input type="checkbox"/> Wayne Branker

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

ROUTINE BUSINESS	
1. Welcome and Introductions	J. Ahrens welcomed the committee to the meeting
2. Public Comment	None.
3. Additions/Deletions to Agenda	Used amended agenda. No objections.
4. Approve meeting notes: a. 2/23/2024	Meeting notes approved.
UPDATE	
5. Key Performance Indicator Check in (preparations for the ACCJC Annual Unit Report	J. Ahrens presented the KPI Progress Check Power Point Presentation . The presentation included Annual Report to ACCJC due on April 12, Key Performance Indicators/Metrics (KPIs) for Grossmont College, Unduplicated Headcount, Certificate/Degree Completion & Transfer, Institution Set Standards (Targets), KPI Progress Check: FTES Target, FTES – Unit of measurement used for state funding calculation, Student-Centered Funding Formula (SCFF) - - Sample, 2023/2024 FTES Goal is to increase 2022/2023 FTES by 7%, and FTES Increase: One Year Target Met.

	For the ACCJC Report, the college must collaboratively look at its KPI targets evaluate them, and consider what must be done to reach those targets. This work will also take place during the Annual Planning Forum. The committee began the discussion on what could be realistic targets for the college.
6. Accreditation – Substantive Changes Application	D. Schulmeyer shared the Substantive Changes Application . The need for the college to fill out the form and send it to ACCJC is the result of the number of student who are taking distance education classes. She requested assistance from the committee members in providing information that can be used to fill out the form. She provided a shared version of the application for committee members to edit.
7. Annual Planning Forum Agenda	J. Ahrens shared a draft agenda of the 2024 Annual Planning Forum (APF). Changes to this year’s program included the forum be entirely virtual and the meeting being shortened to 90-minutes.
INFORMATION	
8. Vision Aligned Reporting (VAR)	<p>J. Ahrens updated the committee on the progress of the Vision Aligned Reporting Initiative (VAR). The presentation included Roadmaps to Success, Vision Aligned Reporting: Launches in Fall 2024, VAR Require Strong Partnership Linking CPIE, Student Services, Budget Analyst, District Ed Services & IT, This is how we did this work last time...,Benefit of Vision Aligned Reporting, and Vision Aligned Reporting Resources.</p> <p>Vision Aligned reporting will launch in 2024 and encompass a number of categorical programs including CALWORKS, CCAP, EOPS, and many more. To be done correctly it will require partnership between various departments at the college. The data collected from VAR will be extremely useful to Grossmont. J. Ahrens asked for the committee members to share the information and presentation with their constituent groups and get feedback.</p>
9. CPIE Research Agenda	J. Ahrens share the CPIE Research Agenda 2023/2024 . This list is not comprehensive and is subject to changes.
CONSENSUS	
10. None	
COMMITTEE/CONSTITUENCY REPORTS	
11. Reports on PIEC-related topics from constituency groups and other committees (as needed) <ul style="list-style-type: none"> • Associated Students Grossmont College: • Classified Senate: • Faculty Senate: • Admin Association: 	<p>ASGC: No attendees.</p> <p>CS: None.</p> <p>FS: None.</p> <p>AA: N. Crumpton shared that there will be no more hiring committees for classified staff due to new Personnel Commission. Training is needed for many people on the college who will be involved in the new hiring process.</p>
FOR FOLLOW-UP AT NEXT	

MEETING		
Who	Item	Timeline

Next Meeting Date: April 19, 2024

Important: Annual Collegewide Planning Forum, Friday, April 26, 2024

PLANNING & INSTITUTIONAL EFFECTIVENESS COMMITTEE (PIEC)

Meeting Norms October 20, 2023

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

In Person Setting

- Everybody's voice is equal, important and valuable.
- 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.
- If there are times when we feel unsafe. Find ways to recalibrate and move forward in a gentle way.
- Raise hand to let folks know you are going to speak. Be respectful of others who may have raised their hand before you.
- 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.
- Use a parking lot.
- If a proxy is requested make sure the proxy is briefed prior to the meeting.

Virtual Setting

- Conversations in the chat should be discussed.
- At the beginning of the meeting, members may drop an emoji from the Zoom library as a quick check-in at the beginning of the meeting. This would help us calibrate our body language with one another.
- Consensus will be measured in the chat. The co-chair will type the item to be vote on in the chat. Voting members will type in the chat; Yes-agree; No-disagree; Abstain-decline to vote.