GROSSMONT COLLEGE
Planning & Institutional Effectiveness Committee (PIEC)
Friday, May 17, 2024
11:00 a.m. – 12:30p.m.
Notes
College Conference Room 10-106
[ZOOM LINK](#)

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
☒ Joan Garcia Ahrens	☐TBD	☐Agustín Albarrán
☐Juliana Bertin	☐ TBD	☐Marsha Gable
	☐ TBD	☐Joyce Fries-co-chair, PR
		☒Kelly Menck-co-chair, PR
		☒Natalie Ray
		☐TBD- VPAS
		☒Marcelo Nieto

ACADEMIC SENATE (voting)	CLASSIFIED SENATE (Voting)	ADMINISTRATORS' ASSOCIATION (Voting)
☒Krystle Jones	☐Graylin Clavell	☒Courtney Willis
☒Eva Nicasio	☒Jayden Logan	☐Niko Crumpton
☐Summer Webb		☐Wayne Branker

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

ROUTINE BUSINESS	
1. Welcome and Introductions	J. Ahrens welcomed the committee to the meeting.
2. Public Comment	None.
3. Additions/Deletions to Agenda	None.
4. Approve meeting notes: a. 4/19/2024	No quorum.
INFORMATION	
5. Academic & Student Services Program Review Updates (ACCJC Accreditation Standards 1.4 & 2.5—2.9) 6. Annual Planning Forum Debrief 7. Data Dashboards	5. Academic & Student Services Program Review Updates: K. Menck – Academic Program Review: An overview of what the last year of program review has looked like. Some struggles with Nuventive not functioning intermittently. Will be meeting with president to go over program review finding. Kelly gave highlights from programs including Dance, Media Communications, Theatre Arts, ASL, World Languages,

Communication, Philosophy & Religious Studies, History, Behavioral Sciences, ESL, and political economy.

Recommendations to programs: Many departments are needing to hire full-time faculty to better serve students. They also need to work with Counseling Department to help Counselors better understand programs. Need to continue SLO work and course outlines need to be updated. It's always important to make sure staff positions are getting classified and paid fairly based on employee responsibilities.

N. Ray – Student Services Program Review: Included the Student Service Program Review Redesign, Annual Reflection & Reporting, Spring 2024 Program Review highlights, Annual Reflection-Planning-Reporting Timeline 2023-2026 with an example calendar, Program Review & Outcomes Assessment Cycle 2020-2026, Student Services Outcomes 2020-2026, Student Services Metrics/Key Performance Indicators, Draft/example calendar, Annual planning & reporting Template, and Program review 3-year review presentation rubric.

It is important to learn what was set in place to respond to the program review and how that response worked.

Department Summaries: Collectively it was found that students are in distress. There is a need for liaisons, support, clerical assistance, and program specialists for programs supporting disproportionately impacted groups and to manage the response district policies.

Looking for an opportunity for a campus-wide showcase of program review. A topic for program review co-chairs to explore. Would include both academic and student services program review. Opportunities should be discussion for PIEC in fall. Annual Planning forum could be a venue for this showcase.

6. Joan Ahrens – APF Debrief: The forum had good attendance but limited responses to the survey. Need to have survey available immediately after forum in the future (QR code). Mixed review of forum length and modality. It is crucial for the college to improve Online Course success rates.

7. Marcelo Nieto – Data Dashboards: It is imperative to have data available to students and prospective students. One dashboard has been publically posted so far: [Certificate and Degrees Dashboard](). It is available on the GC website through the CPIE webpage. More dashboards are being reviewed to be put on the website (e.g. Course Success and Retention, Time to Completion). Not just about the quantity of dashboards but also more accessibility to students.

UPDATE	
8. Accreditation 9. Annual Unit Plan Process	8. D. Schulmeyer – Accreditation: A draft of the ISER was completed and reviewed by the Accreditation Steering Committee. By fall would it will be cleaned-up more and more evidence will be added. The total length will be 64-67 pages. J. Ahrens needs more program reviews uploaded to

	Nueventive. Grossmont College emphasizes quality of education over compliance, but compliance is still important. The ACCJC wants to see transformation, so there is a need to look at the ISER with a different lens in the fall. Review of ACCJC Accreditation Standard 1 is a priority for PIEC at the September 9th meeting. 9. J. Ahrens & F. Kalker – Annual Unit Plan Process: The Faculty Staffing Committee has offered suggestions for improving the AUP process. F. Kalker is responding to the suggestions. Offering more training on how to use Nuventive would be very beneficial. Governance: Planning for another governance retreat this summer, which will be scaled back from the 2023 retreat. The Governance Survey will likely go out on 5/17.

CONSENSUS	
10. None	

COMMITTEE/CONSTITUENCY REPORTS	
11. Reports on PIEC-related topics from constituency groups and other committees (as needed) • Associated Students: • Classified Senate: • Faculty Senate: • Admin Association:	None.

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

Next Meeting Date: Friday, September 9, 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 <u>Thumb up</u>- all the way in; <u>Thumb middle-</u> can live with it; <u>Thumb down</u>- 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; <u>Yes-</u>agree; <u>No</u>-disagree; <u>Abstain</u>-decline to vote.