GROSSMONT COLLEGE
Planning & Institutional Effectiveness Committee (PIEC)
Friday, September 20, 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)	EX-OFFICIO (voting)
☐ Joan Garcia Ahrens	☐ Kalia Nakamura	☒Victoria Christine Rodriguez
☒Juliana Bertin	☐ Julio Hernandez	☒ Susana Munoz
	☐ TBD	☐ Felicia Kalker
		☒ Karen Hern

ACADEMIC SENATE (voting)	CLASSIFIED SENATE (Voting)	ADMINISTRATORS' ASSOCIATION (Voting)
☒Denise Schulmeyer	☐TBD	☒Courtney Willis
☒Eva Nicasio	☒Michele Martens	☒Niko Crumpton
☒Summer Webb		☒Wayne Branker

ADVISORYY (non-voting)		
☐Agustín Albarrán, Academic Affairs	☐TBD District Research Planning	☐ Maria Denise Aceves, Curriculum
☐ TBD, Student Services	☒Joyce Fries, Academic Program Review	
☐Sheree Stopper, Administrative Services	☐Kelly Menck, Academic Program Review	
☒Marcelo Nieto, Research and Planning	☒Natalie Ray, Student Services Program Review	

CPIE	GUEST	
☒Christopher Yerkes	☒Brandi Tonne	☐
☒Carmen Hernandez	☐	☐
☒Cindy Emerson	☐	☐
	☐	☐

ROUTINE BUSINESS	
1. Welcome and Introductions	J. Bertin welcomed the committee.
2. Public Comment	None.
3. Additions/Deletions to Agenda	None.
4. Approve meeting notes: a. 04/16/24 b. 05/17/24	Meeting notes were approved April and May PIEC meetings.
NEW BUSINESS & CONSENSUS	
5. Review and update Norms	J. Bertin reviewed the PIEC norms. Norms were approved by the committee. The norms will also be configured to apply to virtual attendance.
NEW BUSINESS	

6.	[Review committee responsibilities and governance hand book](#), page 44	J. Bertin & PIEC read through the PIEC purpose and responsibilities. The committee discussed some of the topics within to clarify for committee members who are unfamiliar with terms or concepts. Suggestions during this conversation included: - In purpose, could we add clarifying language about how we forward our recommendations? - Change: "committee reviews program assessment results…" to "committee reviews various assessment results…" - Make sure the language is not be too prescriptive or operational. - In responsibilities, change language related to accreditation standards to accurately reflect new ACCJC guidance and structure.
7.	Review Governance Process for ISER Review	M. Nieto updated the committee on accreditation using the [2026 Accreditation Cycle Update PPT](#). This included the ISER Writing Team Structure, Accreditation Timeline, Fall 2024 Action Plan: College-wide Review of Standards 1 & 2, and Key Areas of Focus for Improvement. Additional M. Nieto and D. Schulmeyer shared the [feedback form](#) for ACCJC Standards 1 & 2 and explained how to use it. The contents will be used for discussion at the October PIEC meeting. Each governance committee will complete feedback forms for each standard. The [draft of standard 1](#) and feedback form will be sent to the committee after the meeting.

UPDATE

8.	None	

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:	AS: No student attendees FS: J. Fries reported that academic program review has been fully transferred over to Nuventive. S. Webb shared that a former Grossmont College student has been hired as a new lab technician hired, which was a position of need. CS: J. Bertin noted that there has been difficulty finding classified staff attendees for PIEC. Much of the challenge comes from convincing managers of value of classified staff attending participatory governance meeting. M. Martens shared that most of the seats available to classified staff on the governance committees have been filled. Additionally, the Classified Senate is updating their bylaws. AA: N. Crumpton reported that there have been changes to NANCE and more possibly coming. Changes include adjunct professors or student workers not being allowed to be NANCE funded. A potential review of what is considered NANCE could be upcoming. W. Branker emphasized that the Admin Association wants to partner with Classified Senate and staff to accomplish goals. They want to practice governance and lend support.

FOR FOLLOW-UP AT NEXT MEETING		
Who	**What**	**When**

PIEC members	1. Read Standard I 2. Complete Governance Feedback form 3. Return feedback form to Juliana.bertin@gcccd and Joan.ahrens@gcccd.edu	Friday, October 4th

Important: Annual Collegewide Planning Forum, Friday, April 25, 2025
Next Meeting Date: October 18, 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; <u>Yes</u>-agree; <u>No</u>-disagree; <u>Abstain</u>-decline to vote.