

**GROSSMONT COLLEGE**  
**Planning & Institutional Effectiveness (PIEC) Committee**  
**Friday, September 20, 2019**  
**11:00 a.m. – 12:30 p.m.**  
**ASGC Board Room**  
**AGENDA**

**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	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input type="checkbox"/> Catherine Webb	<input type="checkbox"/> Pedro Miranda	<input type="checkbox"/> Mike Reese
<input type="checkbox"/> Jocelyn Pacheco-Fonseca	<input type="checkbox"/> Beny Miranda	<input type="checkbox"/> Marsha Gable
	<input type="checkbox"/> Vacant	<input type="checkbox"/> Bill McGreevy
		<input type="checkbox"/> Victoria Christine Rodriguez
		<input type="checkbox"/> Joyce Fries
		<input type="checkbox"/> Natalie Ray

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS’ ASSOCIATION
<input type="checkbox"/> Lara Braff	<input type="checkbox"/> Nadia Almaguer	<input type="checkbox"/> Joan Ahrens
<input type="checkbox"/> Malia Molina	<input type="checkbox"/> Alexis Lytle	<input type="checkbox"/> Courtney Williams
<input type="checkbox"/> Tiffany Glen-Hall		<input type="checkbox"/> Heriberto Vasquez

EX-OFFICIO	RECORDER
<input type="checkbox"/> Lida Rafia	<input type="checkbox"/> Bernadette Black for Cindy Emerson
<input type="checkbox"/> Bonnie Ripley	
<input type="checkbox"/> Vacant (SLO Coordinator)	

ROUTINE BUSINESS	
1. Welcome and Introductions	
2. Public Comment	
3. Additions/Deletions to Agenda	
4. Approve 08/23/19 Meeting Notes	

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS	
5. Annual Unit Planning Template	
6. Working guidelines for establishing new/revised Key Performance Indicators (KPIs)	

**NEW BUSINESS ITEMS**

7. "PIEC 101"

**COMMITTEE/CONSTITUENCY REPORTS**

8. Reports on PIEC-related topics from constituency groups and other committees (as needed)

Associated Students:  
 Classified Senate:  
 Faculty Senate:  
 Admin Association:  
 Committees:

**FOR CONSENSUS**

9.

**FOR FOLLOW-UP AT NEXT MEETING**

**Who**

**Item**

**Timeline**

**10. WORK AHEAD**

**NEXT MEETING: Friday, October 18th, 2019 between 11:00 – 12:30 in the ASGC Board Room**

### ***Planning & Institutional Effectiveness Committee Norms***

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

- Thumb up- all the way in; Thumb middle- can live with it; Thumb down-want to keep talking about additional solutions.
- Quick check (weather 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.
- Give ourselves passing time at the end of meetings.
- 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.