GROSSMONT COLLEGE
Planning & Institutional Effectiveness Committee (PIEC)
Friday, February 21, 2025
11:00 a.m. – 12:30p.m.
Agenda
[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)	EX-OFFICIO (voting)
☒ Joan Garcia Ahrens	☒ Kalia Nakamura	☐Victoria Christine Rodriguez
☒Juliana Bertin	☒ Julio Hernandez	☐ Susana Munoz
	☐ TBD	☒ Karolia Macias
		☒ Karen Hern

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

ADVISORY (non-voting)		
☒Agustín Albarrán, Interim VP Academic Affairs	☐TBD, District Research Planning	☐ Maria Denise Aceves, Curriculum
☐ Adrianne Garay-Lee, VP Student Services	☒Joyce Fries, Academic Program Review	
☐Sheree Stopper, VP Administrative Services	☒Kelly Menck, Academic Program Review	
☒Marcelo Nieto, Research and Planning	☒Rafael Ayala, Research and Planning	

CPIE	GUEST	
☒Christopher Yerkes	☐	☐
☐Carmen Hernandez	☐	☐
☒PJ Ball, Recorder	☐	☐

ROUTINE BUSINESS	
1. Welcome and Introductions	Juliana welcomed the committee to the first meeting of the Spring 2025 semester and committee members introduced themselves.
2. Public Comment	None.
3. Additions/Deletions to Agenda	Addition to Agenda. "Dear Colleague" DOE Letter update from Agustin.
4. Approve meeting notes: a. 10/18/24 b. 11/15/24	Quorum met but the committee members needed more time to review the notes. Minutes for both 10/18 & 11/15 will be reviewed and approved at next meeting.
NEW BUSINESS	
5. Annual Planning Forum	Joan reviewed the Annual Planning Forum agenda with the team. The agenda is still in draft. Joan encouraged the committee members to reach

	out if they'd like to collaborate on the APF agenda. The forum will take place on Friday, April 25th in Griffin Gate. The college is halfway through the Strategic Planning Cycle which runs between 2022-2028. The strategic plan is guided by *Guided Pathways* and *Vision for Success* initiatives, emphasizing student success, reducing barriers, and expanding career and technical education (CTE) access. The team reviewed the three strategic goals for Vision *2030*. 1. Equitable Baccalaureate Attainment 2. Equitable Workforce and Economic Development 3. Generative Artificial Intelligence (Gen AI) and the Future of Learning
6. Dear Colleague Letter	Agustin led a discussion centered around the Department of Education's (DOE) Office of Civil Rights "Dear Colleague" Letter issued on February 14. Key takeaways: • The letter is guidance, not legally binding law. It applies only to federally funded programs and does not impact state-funded initiatives. Most of the college's initiatives are state-funded and unaffected by the DOE's guidance. • A meeting was held to review federal funding received by the college and assess potential impacts. A spreadsheet was created to track relevant funding streams. Recommendations and findings will be presented to the Chancellor's Cabinet for further discussion.

UPDATE	

7. Annual Unit Plans
  a. 2024 AUP Requests
  b. AUP Assessment Survey
	Joan led an overview of the AUPs submitted in Fall 2024. The AUP timeline was reviewed. She shared the AUP resource request types and their data.
	• In Fall 2024, 129 total requests were submitted, including 6 budget augmentations, 44 classified staffing requests, 30 facilities projects, 24 full-time faculty requests, 23 technology requests, and 2 professional development requests. She shared it is a challenge to hire Classified Staff because the college does not receive funding from the State for Classified positions, unlike Faculty, which does receive state funding.
	• A survey will be conducted in March to gather feedback from chairs, coordinators, and deans about the AUP process.

8. Accreditation	Denise S. gave an update on accreditation. • The college is on track to meet all accreditation deadlines. • The ISER final draft is due to the ACCJC in Mid-December. This semester, focus is on gathering input for Standards 3 & 4. Feedback from committees is due March 24, after which revisions will be made. A full draft will be completed by May and shared with the broader campus community for additional feedback. The ISER will then be reviewed by the Chancellor and the Governing Board in the fall before final submission.
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: A town hall meeting for students is in the works and is planned for early March. The meeting will allow students to connect with the ASGC board and ask any questions of their ASGC representatives.
	
	CS: CS is currently in nominations process for e-Board. They are also in the process of planning the student appreciation pop-ups that will take place April 9th and 10th in the Quad.
	A concern mentioned- The Senate was unable to find a nominee for the President position, despite it being time for Michelle to step down and transition to Past President before her retirement. Frustration was expressed over the lack of managerial support for classified staff participation in the Senate, making it difficult to fill roles, especially on e-board. The committee discussed bringing this issue to College Council for further discussion.
	
	FS: There is ongoing debate about whether to align the college's start and end dates with the San Diego Community College District. The Faculty Senate will discuss the issue further on March 3rd and vote on whether to support the change on March 17th.
	
	AA: N/A

FOR FOLLOW-UP AT NEXT MEETING		
Who	**What**	**When**
PIEC members	**Read Annual Unit Planning Handbook**	

Important: **Annual Collegewide Planning Forum, Friday, April 25, 2025**
Next Meeting Date: **Friday, March 21, 2025**

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.