GROSSMONT COLLEGE
Planning & Institutional Effectiveness (PIEC) Committee
Friday, March 8, 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	ASSOCIATE STUDENTS OF GROSSMONT COLLEGE	ADVISORY
☐ Catherine Webb	☐ Aivan Kakoz	☐ Mike Reese
☐ Jocelyn Pacheco-Fonseca	☐ Blanca Valdez	☐ Marsha Gable
		☐ Bill McGreevy
		☐ Sam Ballard
		☐ Joyce Fries
		☐ Natalie Ray

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☐ Lara Braff	☐ Nadia Almaguer	☐ Joan Ahrens
☐ Yohanny Corona-Batalona	☐ Elaine Adlam Proxy for Alexis Lytle	☐ Dee Oliveri
☐ Tiffany Glen-Hall		☐ Veronica Romero Proxy for H. Vasquez

EX-OFFICIO	RECORDER
☐ Lida Rafia	☐ Cindy Emerson
☐ Bonnie Ripley	
☐ Christine Vicino	

ROUTINE BUSINESS (10 minutes)	
1. Welcome and Introductions	
2. Additions/Deletions to Agenda	
3. Approve Meeting Notes & Follow-up	

NEW BUSINESS (45 minutes)	
4. Review Rules of Engagement	
5. Establish PIEC specific norms	

COMMITTEE REPORTS	
6.	

DISCUSSION (30 minutes)	
7. Annual Unit Plan	
8. CPIE website questions	
9. Summer meetings?	

FOR CONSENSUS	
10.	

FOLLOW-UP (5 minutes)		
Who	**Item**	**Timeline**

11. WORK AHEAD

NEXT MEETING: Friday, April 19, 2019 between 11:00 – 12:30 in the ASGC Board Room

Committees are to establish norms

In order to create valued outcomes, a commitment to participation, dialogue, and the pursuit of value in the form of useful output by all is necessary. It is acknowledged that there are power dynamics in a room. Work must be done to create the equitable and inclusive environment sought for effective and active participation. To do so, council/committee members will establish behavioral norms that include the following meeting rules of engagement, make use of meeting tools, and respect the roles of each member.

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

- There is no rank in the room when at the committee table. All participants are treated as peers, both between constituencies and within constituencies.

- Speakers will be heard one at a time and without interruption. Participants will allow for moments of silence for thought and other viewpoints. In consideration of hearing all feedback, members should be mindful of how often and how long they speak. Equity in consensus building means including diverse perspectives at all levels of the organization.

- Members will be engaged and contribute, and challenge ideas, not people. All meeting attendees will be respectful/civil in their comments, responses, and body language.

- Members will listen to others, and seek to focus on the merits of what is being said, while making a good faith effort to understand the concerns of others. Council/committee members are encouraged to ask questions of clarification.

- Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodate individual interests and the interests of others.

- All members should be mindful of the language used in discussions, including use of "I" statements instead of "they" attributions to relate anecdotal evidence or experiences. Members are encouraged to use an asset-minded approach that focuses on what works and how something can be done. This is in contrast to a deficit-minded approach that focuses on the negative and why an initiative, idea, or project can't get done.

- All council/committee members will be aware of the purpose and responsibility of their committees. When issues arise in discussion that are not supported by the committee's charge, the chair will identify the proper council, committee, or constituency group leadership for review, and forward the issue for consideration.

- Once consensus is reached after deliberation, council/committee members will support the group's recommendation.