

present to have both meeting meet on the 1st Friday of the month. D. Drury volunteered to cook for one of the meetings at 11:00 a.m. CART is at 10:00 a.m. and SEMPC will follow at 11:00 a.m.

J. Patterson asked that the committee continue to refine the Program Review process. Discussion on including all programs and not just academic programs. S. Gretz recommended that one person be the lead to Program Review.

Discussion, Information: 2. Review Committee Annual Goals and Objectives

The SEMPC Self Evaluation Form for 2018-2019 was discussed and committee annual goals and objectives were reviewed with no changes.

Discussion, Information: **3. SPOL Status**

J. Carrillo reported that he had received direction from cabinet to look into other Program Review software due to the complaints on reporting for SPOL. He is in the process of scheduling demonstrations. The SPOL license expires at the end of June 2020. He added that we will be losing about 6 years of historical data unless SPOL finds a way to export the data. SPOL wants to be included in the demonstrations to show their new changes to the program.

E. Silva asked what the timeline was to get this process completed. J. Carrillo stated that the software to be considered will be presented to SEMPC and to Cabinet but not timeline is in place. He added that they are looking at having it in place before the end of this academic year.

L. Johnson, C. Tafoya, and J. Carrillo are part of the team looking into the new software. E. Silva, S. Gretz, T. Argüelles, and J. Velasquez will be invited to be part of the team.

J. Carrillo sent out a survey on Program Review functions. The survey went out to everyone who is in charge of completing/approving Program Review. He asked that everyone who received the request, please reply and complete the survey. A brief discussion followed.

J. Enz stated that there is no easy button to find a solution. O. Ramos stated that the solution needs to include a day-to-day type of tool.

Discussion, Information: **4. Changes to Program Review Process (SLO/SAO, Vision for Success) & 5. Program Review Process Evaluation**

L. Johnson reported that we will be using SPOL this year. They are hoping to enhance SPOL for the SLO's/SAO's. J. Carrillo stated that there is a folder on the website that has guides on how to navigate SPOL. E. Silva went over the list of programs that are due under Academic Services. J. Carrillo will be sending out the list of the programs that are due under Student Services. J. Patterson stated that we don't have Program Review in a published format. A brief discussion followed. J. Carrillo will take on the responsibility to put them in a shared folder. He will also resend the link to the guides. He emphasized that we have 3 years (2021) to complete the goals. He also thanked O. Ramos for helping with the corrupted files.

Discussion, Information: **6. Faculty Prioritization**

E. Silva distributed the 3-page Justification for New Full-Time Faculty Position for 2020-2021 form. He asked that the committee review the form for any suggested changes. The deadline to submit the completed forms to C. Tafoya is November 15th but they would be reviewed by the deans prior to submission to her. They are due to Instructional Council by November 20th. L. Amidon stated that the form only addresses academic services. L. Johnson stated that this will only apply to our District Counselors and that Categorical Counselors are tied into grants.