

**Strategic Educational Master Plan  
 Committee Minutes  
 Friday, May 1, 2020  
 11:00 a.m. - 12:00 p.m.  
 Via Zoom**

X				Excused	
				X	
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X		X			
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J. Carrillo reported that the timelines for Program Review and the Budget Enhancement Process, given the latest development, are going to have to be readjusted so that committees can finalize their prioritizations. He added that we're doing fine in terms of meeting previous deadlines but we're going to have to readjust and maybe shorten some of the other dates to ensure that we meet the Budget Process.

## **2. Strategic Educational Master Plan Update**

H. Covarrubias stated that the consultant was covered in the previous agenda item. He added that the SEMPC Program Review is moving forward and it is within our follow-up report. The two areas that we need to focus on and are still outstanding: how we see the evaluation of the review and the revising of the SEMP on a yearly basis.

J. Patterson indicated that out of the information he received in this meeting and what was provided during the CART Meeting is sufficient for him to craft language into the follow up report.

## **3. Institutional Set Standards Update**

J. Carrillo reported that through CART and the Office of Institutional Research, they have undergone the task to be able to set and approve the Institutional Set Standards for the college. He added that they have had some Institutional Set Standards that were set a number of years ago and unfortunately, they have not been revisited.

He stated that both him and J. Patterson have periodically gone to the Academic Senate and have done a series of presentations on them. Unfortunately, there has been a lot of stalling with getting them approved. There's a lot of questions and have had to re-shuffle some of them as well as switching actual figures because they were aiming very high and some were aiming very low. They are working really hard to try to get them approved through the Academic Senate.

## **D. New Business**

### **1. Committee Evaluation for 2019-2020 Input**

H. Covarrubias displayed the self-evaluation form for campus wide standing committees. He stated that focusing on the review from previous year and related institutional goals and then those actually intersect with committee goals. He emphasized that this is a priority and continue to push for this.

L. Amidon questioned the evaluation form that was displayed and stated that it was not the current form. She added that the evaluation was showing old goals and that the goals should align with what is in Program Review. J. Carrillo agreed and he will look for the current form sent by L. Amidon and update it as needed.

J. Carrillo stated that he would like to cover the progress we've done and then the areas where we need to improve as well as to cover the accomplishments that have been done within the last year. H. Covarrubias added that he will work with R. Price and J. Carrillo on getting the appropriate version done and disseminate it out.

