



### **Career Education (CE) Committee**

Tuesday October 3, 2023

Hybrid HSS 261 and Zoom

1:00PM – 2:15pm

**Zoom:** A.J. Adelman, Tom Chen, Drew Davis, Lynn Dickinson, David Hall, Jennifer Hsieh, Ferris Kavar, Jenny Landa, Ann Marie Leahy, Hannah Nelson, Debbie Perret, Redelia Shaw, Joshua Thomas.

**In person:** Rebecca Agonafir, Ashanti Blaize – Hopkins, Ruth Casillas, Victoria Charles, Sheila Cordova, Andria Denmon, Jazmin Guzman, Gary Huff, Maria Leon-Vazquez, Jamar London, Dana Nasser, Debbie Perret, Patricia Ramos, Steven Sedky, Howard Stahl, Sal Veas.

**Call to Order:** 1:03pm

#### **Public Comments:**

The Elementary Teacher Transfer degree has been approved after sitting in curriculum for six (6) years. On October 24<sup>th</sup> – SMC will be hosting “Counselor Day” where twenty (20) plus high school counselors will be attending to learn about SMC and its programs.

The Center for Media and Design campus will have Taco Tuesday on October 24<sup>th</sup> at 6pm.

Physical Science will have its open house on October 24<sup>th</sup> from 11am – 1pm.

#### **Approval of Minutes:** September 19, 2023

Maria Leon Vazquez motioned to approve, Dana Nasser second. All are in favor, no abstentions, no oppositions.

#### **Reports:**

Chair: Debbie Perret

Debbie welcomes everyone and gives a brief overview of the items listed on the agenda for today.

Vice Chair: Steven Sedky

None

#### **Information and Discussion Items**

##### **a. SLO and PLO Mapping Discussion, Jamar London, and Sal Veas**

VP Jason Beardsley explained SMC’s response to the accreditation’s team sole core inquiry around our processes for SLO and PLO reporting. He explained a variety of efforts to continue to improve our processes around more accurate and detailed SLO and PLO reporting. He explained how currently, departments use a variety of methods to collect PLO’s and SLOs from courses, and surveying alum from programs. He mentioned he plans to have a faculty member reassigned in the spring to be a SLO/PLO coordinator and have curriculum reps or others in their



place to be representatives to work with departments to improve our PLO and SLO processes. There was some discussion amongst the committee on how to continue to improve our processes that included using Gradcast and a previous project that highlighted skills in classes using the tool Skillibi.

**b. LARC LMI and Regional Program Application Process – Jazmin Guzman**

Visit [www.smc.edu/senate](http://www.smc.edu/senate) - click on Committees – click on Career Technical Education – The Career Education Faculty Resource – click on Regional Program Approval for more detailed information and to view the [power point presentation](#).

For further questions email [guzman\\_jazmin@smc.edu](mailto:guzman_jazmin@smc.edu)

**c. LARC Process for Recommending Baccalaureate Curriculum – Steven Sedky**

There will be a 3<sup>rd</sup> process when submitting a Baccalaureate degree to the region. This will help avoid duplication of bachelor degree programs with the LA 19 colleges. More details to follow once the region provides further information.

**d. Homeless Services Certificate, Dana Nassar and Steven Sedky**

An update is given on the Homeless Services Certificate Program. The program will train frontline workers in the homeless response system. There are four courses, two-unit internship and/or a capstone course. We are hoping for a fall 2024 or Spring 2025 launch. This will be part of Contract Education handled by LAHSA (Los Angeles Homeless Services Authority). Dr. Greenstein pulled a lot of profile people to start the conversation and we are now closer to having the program approved.

**e. Continued Conversation CE Committee Goals and Training Requests 2023 – 2024**

The committee goes over the list of Goal setting and Possible Trainings that the committee might want to focus on during this and next semester.

**Goal Setting**

1. Marketing and Enrollment
2. Program improvement
3. Student Employment, Student preparation
4. Best practices of Perkins and Strong Workforce Funds

**Possible Trainings:**

1. Professional Development Funds
2. Perkins Training Core Indicators
3. Stipend Request/Process
4. Conference Request/Process



5. Data Gathering Recourses, Institutional Research
6. Precision Campus

Adjournment: 2:18 pm

For all documents, visit [www.smc.edu/senate](http://www.smc.edu/senate)

**Next scheduled meeting: 11/7/2023, 1:00-2:15, Location: Hybrid HSS 261 & Zoom**

Good morning,

I hope you are doing well. Ahead of our Curriculum Committee meeting this afternoon, I wanted to give you a heads up that I will be announcing an opportunity for faculty intended to support academic departments around student learning outcomes assessment and improvement.

Specifically, Academic Affairs would like to support our Curriculum representatives (or a delegate) with reassigned time to assist departments in discussions of course-level and program-level student learning outcomes. The supported faculty would be "SLO Ambassadors" and work in concert with the also anticipated new position of SLO Coordinator, a job that is described in our Core Inquiry response and expected to be recruited to begin this spring. The Ambassadors would also begin in the spring, and possibly in Winter with some supported training. For the spring 2024 term, each SLO Ambassador would receive 3 LHE of reassigned time.

Academic Affairs has consulted with and has the support of the Academic Senate and Faculty Association on this proposal.

I will circle back with you all to discuss the recruitment and onboarding process for the SLO Ambassadors. For now, I wanted you to know about this opportunity before I announce it at Curriculum this afternoon.

If you have any immediate concerns, please reach out.

#### **SLO Ambassador Position**

The SLO Ambassador is like a Curriculum rep but with an added responsibility to help the department make significant progress on the CSLO-PSLO mapping project along with any CSLO or PSLO refinements that are likely to arise out of that project.

The Student Learning Outcomes Ambassador is responsible for assisting their academic department(s) in mapping course-level student learning outcomes (SLOs) to program-level learning outcomes (PLOs) across all programs in the department's curriculum inventory. The SLO Ambassador will also serve as a liaison between the academic department(s) and the campus Student Learning Outcomes Coordinator, particularly in facilitation of departmental assessments of both course-level and program-level student outcomes data. The primary goal of this role is to enhance the college's commitment to continuous improvement in student learning outcomes assessment.

#### **Duties to be performed in the Spring 2024 term:**

##### **Mapping CSLOs to PSLOs:**

- Collaborate with department chairs and faculty members to review and align course-level SLOs with program-level PLOs for all programs within the curriculum inventory, using Curricunet META to map each PLO to an appropriate set of course-level SLOs
- Provide guidance and support to faculty in analyzing and refining SLOs and PLOs as appropriate
- Document and maintain accurate records of the mapping process, ensuring that all programs are accounted for

##### **Serving as Liaison to SLO Coordinator**

- Facilitate regular meetings or discussions between faculty and the SLO Coordinator to share progress updates and best practices