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Curriculum Committee Minutes

Wednesday, September 4, 2024, 3:00 p.m.
Drescher Hall, Loft (3rd Floor, Room 300-E)
Zoom (guests/members of the public)

Members Present:

Redelia Shaw, <i>Chair</i>	Susan Caggiano	Walker Griffy	Scott Silverman
Dione Carter Hodges, <i>Vice Chair</i>	Javier Cambron	Aileen Huang	Bobby Simmons
Jason Beardsley	Evelyn Chantani	Sharlene Joachim	Briana Simmons
Mary Bober	Rachel Demski	Jesus Lopez	Audra Wells
Fariba Bolandhemat	Susan Fila	Jacqueline Monge	
Walter Butler	Christina Gabler	Kevin Roberts	

Members Absent:

Lourdes Arévalo	Keith Graziadei	Estela Narrie*	Lydia Strong
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**Attended via Zoom – voting members of the committee unable to attend in-person may join as a guest on zoom but cannot move or vote on action items.*

Others Present:

Ciarán Brewster	Sheila Cordova	Eric Oifer	Olivia Vallejo
Lisa Collins	Eric Minzenberg		

(Information items are listed numerically; action items are listed alphabetically)

I. Call to Order and Approval of Agenda

The meeting was called to order at 3:04 pm. Motion to approve the agenda with no revisions.

Motion made by: Scott Silverman; **Seconded by:** Audra Wells

The motion passed unanimously. *(Christina Gabler, Kevin Roberts not present for vote)*

II. Public Comments

None

III. Announcements

None

IV. Approval of Minutes (May 15, 2024)

Motion to approve the minutes of May 15, 2024 with no revisions.

Motion made by: Scott Silverman; **Seconded by:** Dione Hodges

The motion passed unanimously. *(Kevin Roberts not present for vote)*

V. Chair's Report

Thank you to everyone who attended the Curriculum Retreat! If you haven't already filled out the feedback survey, please do so. The Canvas Shell should also now be accessible to all curriculum representatives and department chairs.

The first Common Course Numbering (CCN) Webinar was today – lots of updates; the links to register are on the curriculum homepage (smc.edu/curriculum) and in Canvas. The webinars are being recorded and

will be uploaded to the Chancellor's Office website. The CCN templates are also [now available on the Chancellor's Office website.](#)

As a reminder we have a lot of legislation and projects to get through this year – updates to the local GE pattern, Cal-GETC, Common Course Numbering, Credit for Prior Learning, updates to the ADTs, the SLO/PLO project, etc.

VI. Information Items

1. Cal-GETC Update – Estela Narrie and Dione Hodges
We have a Cal-GETC workgroup that meets every other week – including representatives from Curriculum, Admissions & Records, Academic Affairs, Counseling, and IT to share updates on the work being done to implement the Cal-GETC across all systems.
2. Credit for Prior Learning (CPL) – Jason Beardsley
As a refresher – CPL is now part of California law/Ed Code. In addition to exams for credit (AP, IB, CLEP); colleges are mandated to have a policy and regulations in place to offer credit for learning that happens outside of the classroom (including but not limited to: military experience/transcripts, work experience, industry certifications, portfolios, etc.) Academic Affairs will be supporting faculty to make decisions on experiences and credentials that can/should be articulated for credit courses. CPL will be a team effort – in addition to determining experiences to articulate, we'll also be working with IT, Admissions & Records, etc. to ensure credit is applied and transcribed.
3. Curriculum Institute Report
Updates from the Curriculum Institute are tabled for the September 18 meeting for time.
4. Local GE Pattern Update – Estela Narrie
We will need to discuss and decide as a committee (and within impacted departments) which courses should apply to the two new sections to the local GE pattern – Oral Communication/Critical Thinking and Ethnic Studies.
5. SLO/PLO Mapping Update – Jason Beardsley and Sheila Cordova
Academic Affairs supports the faculty purview of curriculum – it is the role of the administration to provide support to faculty working on curriculum. Academic Affairs will offer a stipend for faculty acting as SLO ambassadors. Jason will be sending an email to Department Chairs and SLO Ambassadors. Sheila Cordova is the SLO Faculty Lead and will provide training and engagement.

Sheila provided training on SLOs and PLOs, including mapping SLOs to PLOs. (*see page 5 for the training document.*) Additional updates and training coming soon!

6. Stellic Update – Dione Hodges
Enrollment Services in coordination with MIS and supported by a local team is making steady progress toward implementing Stellic, a replacement for MyEdPlan. The SMC Board of Trustees approved a 5-year contract with Stellic at its January 2024 meeting.

Stellic is a comprehensive academic planning and advising platform designed to support students and counselors in creating and managing personalized educational plans. It offers a suite of tools to enhance the academic planning process, improve student progression, and facilitate better communication and collaboration among students and staff. Key features of Stellic include a robust degree audit engine, education planning based on students' chosen pathways, conflict-free class scheduling, tools for counselors, analytics, and workflows. Stellic aims to make the academic planning process more efficient.

The Stellic Implementation Team consists of representatives from Enrollment Services, Admissions and Records, Counseling, IT/MIS, and Academic Affairs. The team has met weekly since late February to advise the leads and Stellic representatives on the local implementation. A separate weekly meeting

with MIS has also been held to address data integration.

The implementation has required extensive involvement from MIS personnel, not only to create data sources that feed Stellic, but to update and develop new applications and reports in WebISIS.

Select Progress To-Date

- Planning and Coordination
 - Held Project and IT kickoff meetings
 - Completed configuration documents
 - Scheduled discovery sessions with Admissions, Counseling, and Veterans teams
 - Established project key milestones and timeline
 - Beta testing is scheduled for end of July/early August
 - Full campus rollout is expected in November
 - Held sessions on transfer articulation
 - Held discovery session for Stellic's upcoming transfer student and prospective student modules
- Integration and Data Management
 - Established timing of data integrations
 - Created Stellic SMC instance
 - Integrated SMC Catalog data, semester class schedules, user data, SSO, among other data sources
 - Began integration of Canvas data
- Audit Building and Validation
 - Held degree audit-building sessions with Academic Affairs and Admissions and Records
 - Created overall audit guidance document for the Stellic audit building team
 - Phase 1 of degree audit building was completed, focused on 50 audits, including programs in Business, Design Technology, Nursing, and all current G.E. patterns
 - Academic Records Evaluators completed initial validation of audits with student records on July 15
 - Kicked off Phase 2 of audit building
 - Academic Affairs created audits for Liberal Arts, General Science, and Cal-GETC
 - An additional 50 degree audits have been created by Stellic (with remaining audits to be set up by mid-September)
 - Academic Records Evaluators are validating these audits and expect to finish by the end of August
- Student Testing
 - Admissions and Records has conducted initial testing with 26 students who were invited to participate. Feedback has been very positive. The goal of this testing (which is ongoing) is to help us identify how to best prepare for launch (e.g., materials to be developed to support students)

VII. Action Items

(Consent Agenda: Program Maps)

- a. Dance Teaching (Pre-K – Grade 5) Certificate of Achievement Program Map
- b. Production Design for Film and TV Fundamentals Certificate of Achievement Program Map
Motion to approve the consent agenda of Program Maps (Dance Teaching (Pre-K – Grade 5) Certificate of Achievement and Production Design for Film and TV Fundamentals Certificate of Achievement) with no revisions.

Motion made by: Scott Silverman; **Seconded by:** Walker Griffy

The motion passed unanimously. *(Christina Gabler not present for vote)*

(Courses: Substantial Changes)

- c. ANTHRO 1 Biological Anthropology (changed: SLOs, methods of evaluation, textbooks)
- d. ANTHRO 5 Biological Anthropology with Lab (changed: SLOs, methods of evaluation, textbooks)
- e. ANTHRO 9 Paleoanthropology (changed: SLOs, methods of evaluation, textbooks)

- f. ANTHRO 10 Forensic Anthropology (changed: SLOs, methods of evaluation, textbooks)
- g. ANTHRO 11 Introduction to Primatology (changed: SLOs, methods of evaluation, textbooks)
Motion to approve changes to ANTHRO 1 (VII. c.), ANTHRO 5 (VII. d.), ANTHRO 9 (VII. e.), ANTHRO 10 (VII. f.), ANTHRO 11 (VII. g.) as a block with additional revision to ANTHRO 9 sample assignments for consistent spelling of “Neandertals.”
Motion made by: Scott Silverman; **Seconded by:** Susan Caggiano
The motion passed unanimously. (*Christina Gabler not present for vote*)
- h. DANCE 17 Beginning Tap (changed: SLOs, textbooks)
- i. DANCE 18 Intermediate Tap (changed: SLOs, textbooks)
Motion to approve changes to DANCE 17 (VII. h.) and DANCE 18 (VII. i.) as a block with additional revision to Methods of Evaluation “Class Participation” (adding note of “in-class activities”)
Motion made by: Susan Caggiano; **Seconded by:** Scott Silverman
The motion passed unanimously. (*Christina Gabler not present for vote*)
- j. GEOL 3 Introduction to Environmental Geology (changed: SLOs, textbooks)
- k. GEOL 4 Physical Geology with Lab (changed: SLOs, textbooks)
- l. GEOL 31 Introduction to Physical Oceanography (changed: SLOs, textbooks)
- m. GEOL 32 Introduction to Physical Oceanography with Lab (changed: SLOs, textbooks)
Motion to approve changes to GEOL 3 (VII. j.), GEOL 4 (VII. k.), GEOL 31 (VII. l.), and GEOL 32 (VII. m.) with additional revision to remove “Students will…” from all SLOs from all courses.
Motion made by: Susan Caggiano; **Seconded by:** Jacqueline Monge
The motion passed unanimously. (*Christina Gabler not present for vote*)
- n. SST 904 Sustainability Assessment (changed: SLOs)
Motion to approve changes to SST 904 with no additional revisions.
Motion made by: Scott Silverman; **Seconded by:** Dione Hodges
The motion passed unanimously. (*Christina Gabler not present for vote*)

(Programs: SLO/PLO Mapping)

- o. Child and Adolescent Development AA-T
 - p. Elementary Teacher Education AA-T
 - q. Elementary Teacher Education Certificate of Achievement
 - r. Introduction to Early Care & Education Noncredit Certificate of Completion
 - s. Nature-based Pedagogy Certificate of Achievement
 - t. Political Science AA-T
- All “Programs: SLO/PLO Mapping” action items (VII. o. p. q. r. s. t.) tabled pending additional discussions regarding clarification for mapping details.*

(Programs: Revisions)

- u. Changes to degrees, certificates, and program maps as a result of courses considered on this agenda
Motion to approve to changes to degrees, certificates, and program maps as a result of courses considered on this agenda
Motion made by: Susan Caggiano; **Seconded by:** Walker Griffy
The motion passed unanimously. (*Christina Gabler not present for vote*)

VIII. New Business

None

IX. Old Business

None

X. Adjournment

Motion to adjourn the meeting at 5:15pm.

Motion made by: Susan Caggiano; **Seconded by:** Scott Silverman

The motion passed unanimously. (*Christina Gabler not present for vote*)