

To: Dave Eck, President of Academic Senate

From: Lisa Palmer, Chair of Curriculum

Date: November 9, 2023

Re: Curriculum Report

Thank you to all of the faculty who have been working on courses and programs up for review this academic year. We held a curriculum workshop/meeting last Thursday during which ten faculty members got help. It was relaxed, productive, and almost fun. Next Thursday will be a regular curriculum meeting with 33 CORs to approve thanks to Ana (Dance), Susan (ENVS), Chase (Funeral Services), Daniel (Ethnic Studies), Martin (PHYS), Elsa (INTD), and Ami (PSYC).

Within the last few years, the chancellor's office has begun requiring all of our curriculum updates to be stored in the chancellor's office curriculum inventory system, or COCI. That means whenever a program is being created or reviewed, the COCI "program narrative" document must also be updated and submitted to the state inventory.

How?

- 1) Go to the curriculum webpage.
- 2) Select resources.
- 3) Select the appropriate template.
- 4) Fill out the template, most of which is copied/pasted from CurricUNET.
- 5) Attach the completed COCI template in the "attach documents" field on the program within CurricUNET and send it to your dean and to Frank (nguyenlep@smccd.edu), the curriculum specialist.

Reminder: when your department's CORs are up for review, on the regular review cycle (2 year/CTE; 5 year everyone else), the programs also need to be reviewed and updated as necessary.