



Academic Senate
for California Community Colleges

LEADERSHIP. EMPOWERMENT. VOICE.

COUNSELING, ARTICULATION AND CURRICULUM

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Overview

- Role of Curriculum Committee
- 10+1 curriculum development
- Role of Articulation Officer
- Role of Counseling Faculty
- Examples
 - New Course
 - New Program
 - Baccalaureate Degrees
 - Pathways
- Q&A



Curriculum Committee

Role

- Review new and revised curriculum (courses, certificates, degrees)
- Keep up-to-date with the State Chancellor's Office Program Course Approval Handbook
- Keep up-to-date with local practices

Membership

- Faculty from a variety of discipline areas, including Librarians and Counseling Faculty
- Articulation Officer
- Dean/Vice President of Instruction
- Curriculum Specialist
- Students
- Admissions and Records staff

Report curriculum actions to:

- District Curriculum Committee (multi-college district)
- College Academic Senate
- College Department Chairs and/or Divisional Deans
- Governing Board and CCCCO for approval

10+1 Curriculum Development

1. Curriculum: including establishing pre-requisites and placing courses within disciplines;
2. Degree and certificate requirements;
3. Grading policies;
4. Educational program development;
5. Standards or policies regarding student preparation and success;

Counselors/Articulation
Officers

10+1 Curriculum Development

6. District and college governance structures as related to faculty role;
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports;
8. Policies for faculty professional development activities;
9. Processes for academic program review;
10. Processes for institutional planning and budget development; and,

10+1 Other academic and professional matters.

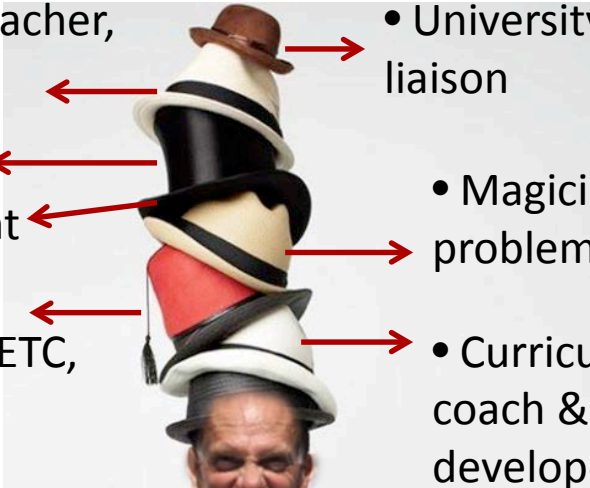
ASCCC Resolution (1998)



*"Resolved that the Academic Senate recommend to local senates that the positions of **Articulation Officer and Transfer Center Director** be faculty positions, and Resolved that the Academic Senate urge local senates that the positions of Articulation Officer and Transfer Center Director be full-time or, in cases of smaller colleges, at least a fifty percent assignment."*

The Articulation Officer

- Role varies widely among CCCs
- Continually evolving
- Different CCC reporting structures:
 - Instruction
 - Student Services

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- Counselor, teacher, administrator
 - ADT expert
 - Fearless student advocate
 - ASSIST, C-ID, IGETC, CSU, UC expert
 - University liaison
 - Magician and problem solver
 - Curriculum coach & developer

AO Primary Responsibilities

- Maintaining all transferable courses in ASSIST database;
- Proposing and obtaining articulation for all courses;
 - UC/CSU transferability, IGETC and CSU GE, C-ID, Course-to-course, GE and major preparation with individual colleges and universities
- Representing the college as the liaison with receiving institutions;
- Informing faculty, administrators, and students regarding curriculum changes;
- Advising all I faculty about curriculum needs;
- Developing or revising curriculum as appropriate with faculty;
- Serving on appropriate committees (e.g. Curriculum, GE, academic policies); and,
- Advocating for students, faculty, curriculum, institution.

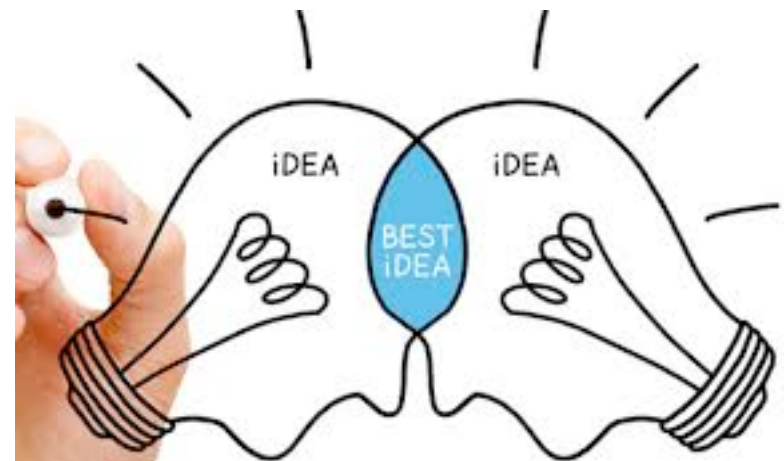
Curriculum LEADERSHIP

- **93% of articulation officers serve on their college Curriculum Committee.**
 - 72% of Articulation Officers are voting members.
- **AO reporting structure**
 - 20% report to the CSSO
 - 23% report to CIO
 - 57%+ report to other, typically the Dean of Counseling
- **AO assignments**
 - 47% full time
 - 31% are assigned half time+ but less than full time
 - 22 % are less than half time

Source: [CCCCO Articulation Addendum Report Results \(2016\)](#)

Successful Collaboration: Articulation Officers and Curriculum Chairs

- Frequent communication
- Collaboration
- Consensus
- Compromise
- Trust
- Curriculum committee
- CIO



Counseling Faculty



Professionally trained to diagnose the difficulties students face in pursuing and achieving their educational goals, to prescribe solutions for those difficulties, and to support students as they inch or stride toward success.

Crucial: understanding students' stated goals within the context of human development and the inevitable changes that occur.

Counseling faculty understand that students' lives and goals change as a result of their unfolding educational experiences or personal situations.

The Role of Counseling Faculty and Delivery of Counseling Services in the California Community Colleges. ASCCC (Spring 2012)

Counseling Faculty

- Roles: teaching; providing personal, academic and career counseling to a diverse student population;
- Vital understanding of student needs and the challenges (academic, career, personal);
- Current knowledge of all college programs;
- Explain and enforce college policies;
- Maintain expertise in UC, CSU and independent/out-of-state college admission/requirements; and,
- Awareness of other local college programs and requirements.

The Big Picture



Counseling faculty have the holistic understanding and knowledge of courses, programs and college policies and how they can affect student success.

Example of IVC Counseling Department

- **Types of counseling assignments in generalist counseling:**
 - Student Athletes, International, Re-entry, Foster Youth/Guardian Scholars, Honors, Early College, Basic Skills, Career Center Coordinator, Transfer Center Coordinator, Articulation Officer
- **Number of students served**
 - 2016 – 16,005 Drop-in counseling and appointments (one-on-one)
 - Not including: Workshops on Dismissal, Probation, MAP Lab, orientations/advisements, high school outreach and teaching and online counseling.

Curriculum Involvement

Articulation Officer – person behind the scene in assisting faculty with courses and programs in order to establish articulation with high schools and four year universities

10+1

Counseling Faculty – assist students on a daily basis with educational planning consisting of courses and programs that faculty created

Example: New Course – SOC 5

PERALTA COMMUNITY COLLEGE DISTRICT COURSE OUTLINE

COLLEGE: Berkeley City College STATE APPROVAL DATE:
 ORIGINATOR: Linda McAllister STATE CONTROL NUMBER:
 BOARD OF TRUSTEES APPROVAL DATE:
 CURRICULUM COMMITTEE APPROVAL DATE: 04/04/2013
 CURRENT EFFECTIVE DATE:

DIVISION/DEPARTMENT: SOC

1. REQUESTED CREDIT CLASSIFICATION:

Community Services (Fee-based)	Degree Credit <input checked="" type="checkbox"/>	Non-Degree Credit <input type="checkbox"/>	Non-Credit <input type="checkbox"/>	Stand Alone Course <input type="checkbox"/>
	<input type="checkbox"/>			
Course Is A Basic Skill Course				

2. DEPT/COURSE NO:
SOC 005

3. COURSE TITLE:
Minority Groups

Example: New course – SOC 5

- **Articulation officer**

- Provide faculty contacts at UC and CSU campuses.
- Locate comparable courses at UC and CSU campuses.
- Provide sample outlines at other community colleges.
- Recommend course be added to IGETC/CSU GE.

- **Counseling faculty**

- Assist with best time to schedule course.
- Recommend course be added to program.
- Recommend course be included to Ethnic studies requirements.

New Program Development

- Associate Degree for Transfer
 - Evaluating appropriate core courses (where options are available);
 - Evaluating appropriate List A, B and/or C courses;
 - Assessing options based upon common CSU transfer institutions and lower division major preparation requirements for associated majors;
 - Assessing course options based upon common requirements at UC and independent institutions;
 - Explaining how to incorporate double-counting major and GE requirements; and,
 - Obtaining C-ID and major articulation approvals.

Example: New Program ADT in Political Science

List B: Select 2 courses (6 units) from the following:

Any courses not selected above, any CSU transferable political science courses, and/or other courses that are articulated as lower division preparation for the political science major at a CSU, or any CSU transferable introductory course in the social sciences (i.e., articulated as filling CSU GE Area D).

Hundreds of course options based upon TMC List B

Articulation Officer

- **Evaluate** the comprehensive list and **determine** that only 13 courses are included within lower division major requirements at 23 CSU and 9 UC campuses;
- **Help** develop a realistic and reasonable course list that prepares students for transfer.
 - Example: POLS 104 (CPSLO, CSULB, CSUN, SDSU, SFSU)

Counseling faculty

- Assist with identifying differences and similarities in program at surrounding community colleges.
- Provide student trends/preferences in major and general education requirements.
- Provide UC/CSU impact and transfer preferences.

Upcoming

- **Baccalaureate Degree**
 - **Senate Bill 769 – increases from 10 to 25 colleges**
 - **Articulation officer**
 - **Assist with creating upper division general education courses in addition to major courses**
 - **Provide samples of upper division course outlines/syllabus**
 - **Provide examples of programs in other schools**
 - **Counseling faculty**
 - **Assist with information on labor market, earnings, and student trends**
 - **Assist with scheduling courses and mapping of course sequence**

Upcoming

- Pathways – funding coming from Chancellor’s Office to colleges to create pathways in order to increase student completion to go into the workforce
 - Articulation officer
 - Share current articulation agreements from CSU, UC, private and out-of-state schools
 - Assist with creating and revising course outlines and/or programs to better meet student’s needs
 - Explain how ADTs, UC Pathways are similar/dissimilar
 - Counseling faculty
 - Assists with identifying pathways that are most accommodating to student’s interests and demands
 - Assists in reviewing programs that would work best for students

Contact and Q&A

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