



COR/CSLO/SYLLABI

Professional Development

Friday, April 6, 2018

Big Picture Agenda

- 11:15 – 12:30
 - *COR/CSLO/Syllabi Relationship*
 - *ACTIVITY*
 - Evaluate spring 2018 syllabi (do they meet requirements?)
 - Resubmit all spring 2018 syllabi to WHCC Educational Services Department portal site
 - *Afternoon Task List*
- 1:30 – 3:00
 - *AB 705 Update*
 - *CORs are in eLumen (WHAT!?!)*
 - *Faculty “review and approve” CORs*
 - *All CSLOs submitted/approved*

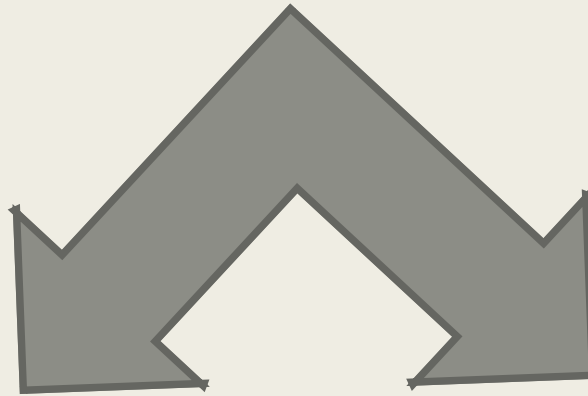
The Relationship

1. What is the COR?
 1. *The legally approved course, and all its components*
 2. *The driver for classroom expectations, data reporting, apportionment, and articulation*
2. What are the CSLOs?
 1. *The locally approved learning outcomes for the course*
 2. *The driver for student expectations and achievement*
 3. ***A COMPONENT OF THE COR***
3. What is the syllabus?
 1. *The contract between individual faculty and the student*
 2. *The guidelines for students that explains course expectations*
 3. ***All syllabi must contain approved CSLOs (ACCJC requirement)***

ACTIVITY!

- Review ALL your spring 2018 syllabi..
- Do they all contain approved CSLOs?

Yes!!! 😊



No!!! ☹️

Submit to:

1. Portal Site
2. You're done!

Correct and submit to:

1. Portal Site
2. Students

DUE: Today, 12:30 PM

https://my.whccd.edu/organizations/whcc_course_records/default.aspx

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~~■ Resubmit all spring 2018 syllabi to WHCC Educational Services Department portal site~~

~~— Afternoon Task List~~

■ **1:30 – 3:00**

- **CSLO Assessment**

- **AB 705 Update**

- **CORs are in eLumen (WHAT!?!)**

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Some items from Arkady

■ Elumen and Canvas Integration

- *It works!!! I have already integrated my SLOs into Math 15.*
- *Two step Process: 1. I send the SLOs to you. 2. You make your assignment and link those SLOs.*
- *I will set up yours once the Two Year Assessment Cycle is confirmed!*

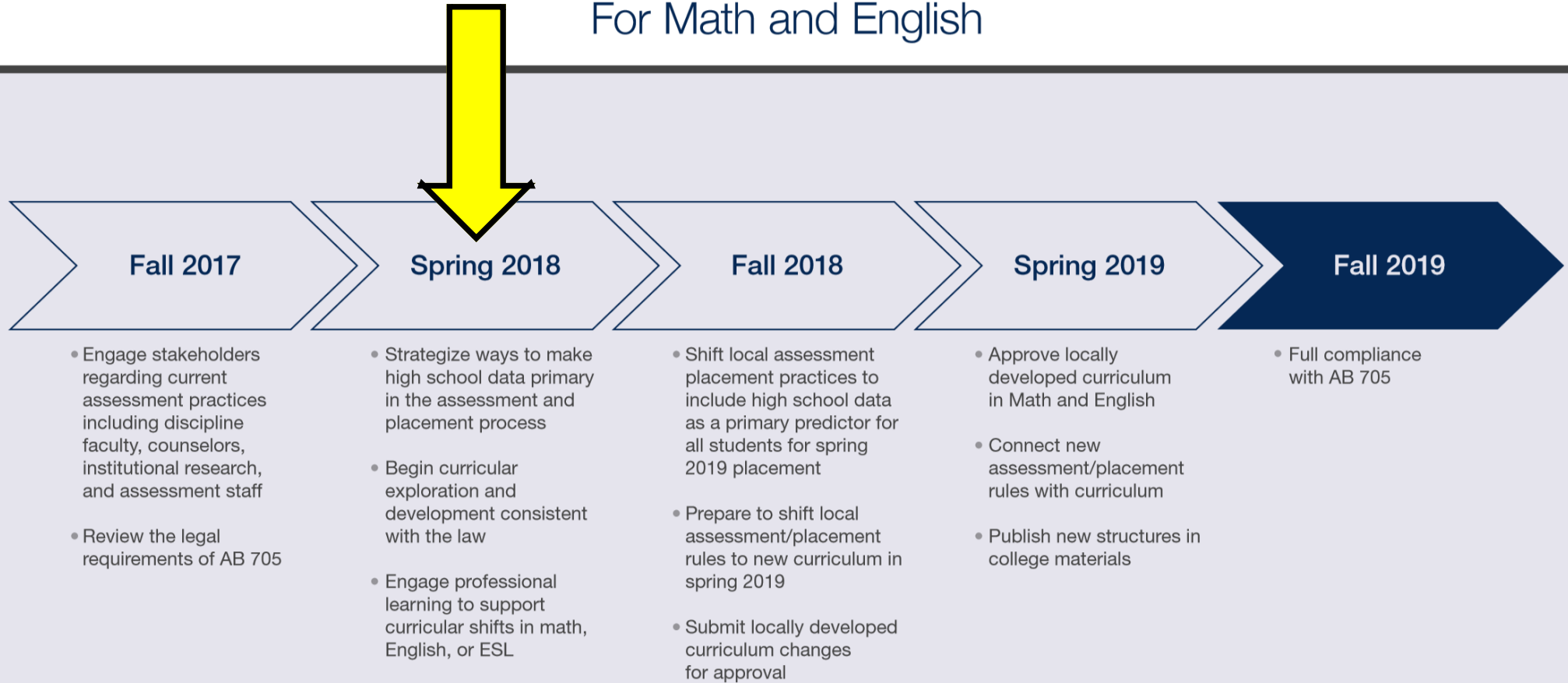
■ Two Year Assessment Cycle

- *Need to confirm that is when you want to assess. If not, edit and then confirm.*
- *The link to Google Spreadsheet was emailed to you 5 minutes ago.*
- ***Confirm by typing you last name into the first column***
- *Due date and time : April 9th at 5pm.*

AB 705 Update

AB 705 IMPLEMENTATION TIMELINE

For Math and English



Discipline Updates

- One-Minute Update:

- *English*
- *Math*
- *Counseling*

- Campus Impact

- *How will this impact **you**?*
- *Do **you** have courses with prerequisites?*
- *How will **you** support students?*

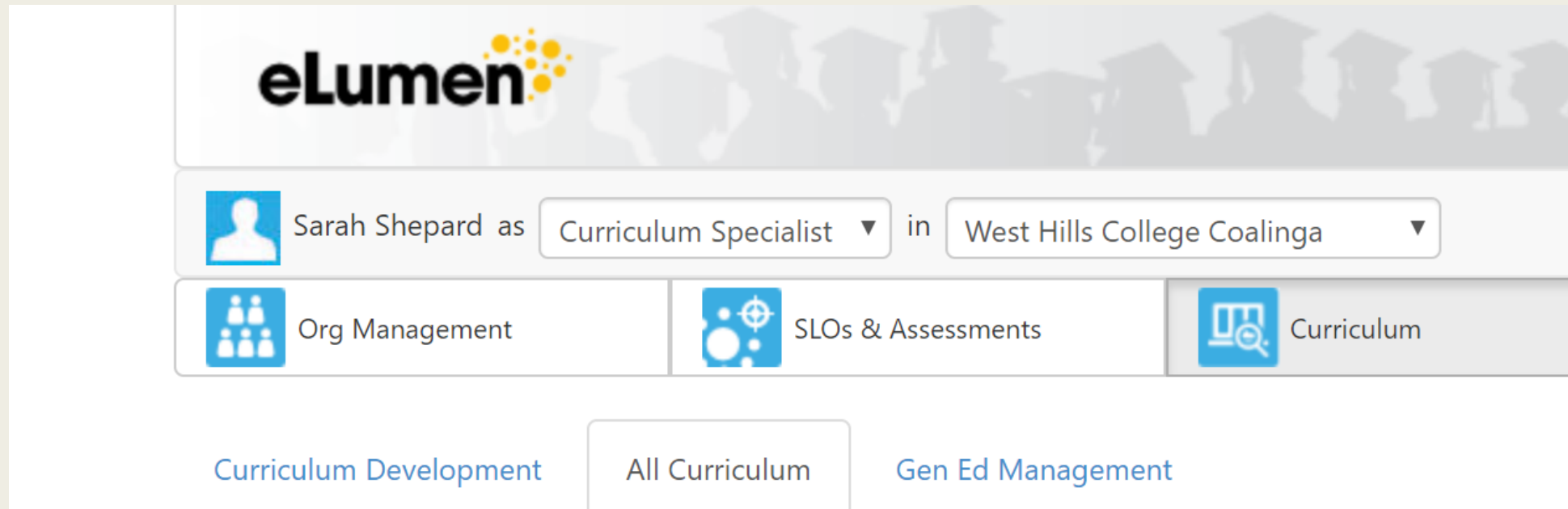
COCI is in the Building

- All CORs are in eLumen
- All CORs must go through “review and approve”
- All CORs are current through June 30, 2017
- All CORs are owned by faculty; therefore, faculty must “review and approve”
- Review and Approve =
 1. *Errors in import process*
 2. *Errors in COR content*
 3. *Missing COR content*



Getting Started...

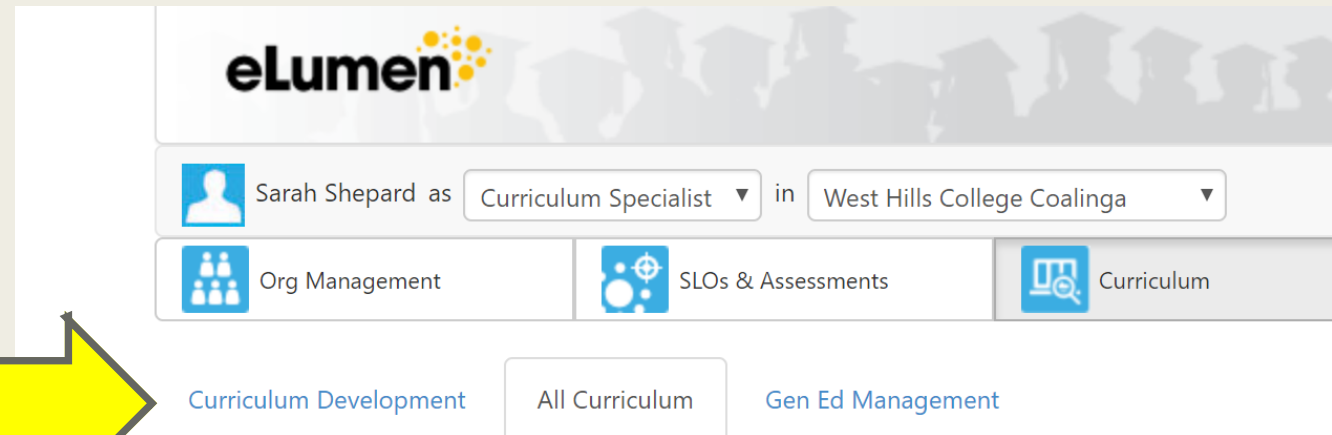
- Log in to eLumen
 - <https://my.whccd.edu/staff/Pages/default.aspx>
- Change your role to Curriculum Specialist



The screenshot displays the eLumen application interface. At the top left is the eLumen logo, which consists of the word "eLumen" in a bold, black, sans-serif font, followed by a cluster of yellow dots of varying sizes. Below the logo is a header bar with a light gray background and a silhouette of a row of graduates in caps and gowns. Underneath the header bar, there is a user information section. It features a blue square icon with a white person silhouette on the left. To its right, the text reads "Sarah Shepard as Curriculum Specialist" with a downward-pointing arrow next to "Curriculum Specialist". Further right, the text "in West Hills College Coalinga" is displayed with a downward-pointing arrow next to "West Hills College Coalinga". Below this user information section is a horizontal navigation bar with three items, each with a blue square icon and text. The first item has an icon of three people and the text "Org Management". The second item has an icon of a target with a crosshair and the text "SLOs & Assessments". The third item has an icon of a magnifying glass over a document and the text "Curriculum", which is highlighted with a light gray background. Below the navigation bar is a white section with three buttons: "Curriculum Development", "All Curriculum", and "Gen Ed Management".

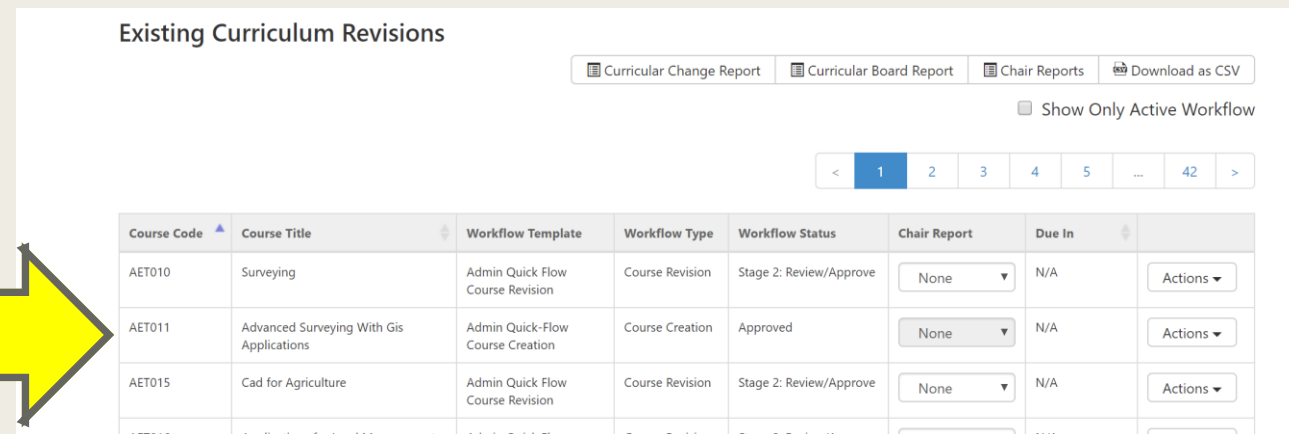
You're In...

- Click on Curriculum Development



The screenshot shows the eLumen user interface. At the top left is the eLumen logo. Below it, the user is identified as Sarah Shepard, a Curriculum Specialist at West Hills College Coalinga. A navigation bar contains three main sections: Org Management, SLOs & Assessments, and Curriculum. Under the Curriculum section, three sub-options are visible: Curriculum Development (highlighted with a yellow arrow), All Curriculum, and Gen Ed Management.

- Search and find your discipline courses




The screenshot displays a table titled "Existing Curriculum Revisions". At the top right, there are links for "Curricular Change Report", "Curricular Board Report", "Chair Reports", and "Download as CSV". A checkbox labeled "Show Only Active Workflow" is also present. Below the links is a pagination control showing page 1 of 42. The table has the following columns: Course Code, Course Title, Workflow Template, Workflow Type, Workflow Status, Chair Report, Due In, and Actions.

Course Code	Course Title	Workflow Template	Workflow Type	Workflow Status	Chair Report	Due In	Actions
AET010	Surveying	Admin Quick Flow Course Revision	Course Revision	Stage 2: Review/Approve	None	N/A	Actions
AET011	Advanced Surveying With Gis Applications	Admin Quick-Flow Course Creation	Course Creation	Approved	None	N/A	Actions
AET015	Cad for Agriculture	Admin Quick Flow Course Revision	Course Revision	Stage 2: Review/Approve	None	N/A	Actions
AET016	Applications for Land Management	Admin Quick Flow	Course Revision	Stage 2: Review/Approve		N/A	

Review a Course

- One-Person Discipline?
 - *Begin with the first course on your Discipline List*
- Multiple-Person Discipline?
 - *Divide your Discipline List*
- Under Actions menu, click View Workflow

BIO038	Microbiology	Admin Quick Flow Course Revision	Course Revision	Stage 2: Review/Approve	None ▼	N/A	Actions ▼
BUS001A	Beginning Principles of Accounting	Admin Quick Flow Course Revision	Course Revision	Stage 2: Review/Approve	None ▼	N/A	Actions ▼
BUS001B	Elementary Principles of Accounting	Admin Quick Flow Course Revision	Course Revision	Stage 2: Review/Approve	None ▼	N/A	Actions ▼
BUS002	Introductory Keyboarding	Admin Quick Flow Course Revision	Course Revision	Stage 2: Review/Approve	None ▼	N/A	Actions ▼
BUS003	Intermediate Keyboarding	Admin Quick Flow Course Revision	Course Revision	Stage 2: Review/Approve	None ▼	N/A	Actions ▼
BUS013A	Word for Windows I	N/A	N/A	Approved	None ▼	N/A	Actions ▼



- View Workflow
- View Status
- View COR
- View Change Report
- View Impact Report
- Show History
- Delete Workflow

Cover Info Tab

BUS1A Beginning Principles of Accounting

*Admin Quick Flow Course Revision
Course Revision*



Cover Info

Course...

Units...

Pre-re...

Specif...

Learni...

Outlin...

Curric...

General Information *indicates required field

Course Code (CB01) *

BUS	1A
-----	----

Subject Number

Course Title (CB02) *

Beginning Principles of Accounting

TOP Code (CB03) *

Select a TOP Code ▼

Department *

Business ▼

Course Description

BUS 1A is the study of accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements,

SAM Priority Code (CB09)

Select a SAM Code ▼

Course Development Options Tab

BUS1A Beginning Principles of Accounting

Admin Quick Flow Course Revision
Course Revision



Cover... Course Development Options Units... Pre-re... Specif... Learni... Outlin... Curric...

More Options

Course Basic Skill Status (CB08)

-- Choose Type --

Course Special Class Status (CB13)

-- Select Option --

Grade Options

None selected

Allowed Number of Retakes

0

Allow Students to Gain Credit by Exam/Challenge

Allow Students To Audit Course

Retake Policy Description

Short explanation of the Retake Policy for this course.

Rationale For Credit By Exam/Challenge

Short Explanation of the Rationale For Credit By Exam/Challenge

Units and Hours Tab

BUS1A Beginning Principles of Accounting



Admin Quick Flow Course Revision
Course Revision

Cover... Course... Units and Hours Pre-re... Specif... Learni... Outlin... Curric...

Credit / Non-Credit Options

Course Credit Status (CB04)

Credit - Degree Applicable



Course Non-Credit Category (CB22)

Credit Course.



Non-Credit Characteristics

-- Select Option --



Course Classification Code (CB11)

Credit Course.



Funding Agency Category (CB23)

-- Select Option --



Cooperative Work Experience Education Status (CB10)

Variable Credit Course

Pre-requisites and Entrance Skills Tab

BUS1A Beginning Principles of Accounting

*Admin Quick Flow Course Revision
Course Revision*



Cover... Course... Units... Pre-requisites and Entrance Skills Specif... Learni... Outlin... Curric...

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Each Rule Group contains requisites, there is an "AND" rule between them.
Every time you add a Rule Group, an "OR" rule is created between the existing ones and the newest.

[+ Add Rule Group](#)

No rules defined

[Remove](#)

[Add Rule](#)

Entrance Skills

Skill description

[+ Add New Skill](#)

Specifications Tab

BUS1A Beginning Principles of Accounting

*Admin Quick Flow Course Revision
Course Revision*



Cover... Course... Units... Pre-re... Specifications Learni... Outlin... Curric...

Methods of Instruction

Select Method of Instruction ▼

B *I* U x_2 x^2 | I_x | Size ▼

A. Lecture presentation and guided classroom discussion

Learning Outcomes Tab

BUS1A Beginning Principles of Accounting



Admin Quick Flow Course Revision
Course Revision

Cover... Course... Units... Pre-re... Specif... **Learning Outcomes** Outlin... Curric...

Course Objectives

Start writing the new Course Objective name to add it

+ Add New Course Objective

Course Objectives

A. Explain the nature and purpose of generally accepted accounting principles (GAAP) and International Financial Reporting Standards (IFRS). Explain and apply the components of the conceptual framework for financial accounting and reporting, including the



B. Define and use accounting and business terminology;



Outline Tab

BUS1A Beginning Principles of Accounting



*Admin Quick Flow Course Revision
Course Revision*

Cover... Course... Units... Pre-re... Specif... Learni... **Outline** Curric...

Course Outline

A rich text editor toolbar with various icons for text formatting (bold, italic, underline, subscript, superscript, strikethrough), list creation, linking, navigation, image insertion, table creation, undo/redo, and a size dropdown. Below the toolbar is a text area containing a list of course topics.

- A. Purposes and uses of accounting information
- B. The accounting cycle
- C. Cash and accrual accounting
- D. Internal controls
- E. Financial reporting rules and disclosures, including international standards, such as International Financial Reporting Standards (IFRS)