

Steps for Adopting a Developed Seamless Curriculum Model

Secondary Education:

1. Determine if the consortium members offer the cluster/major set forth in the model..
2. Reach an agreement with the college personnel in the consortium on which seamless curriculum model is to be adopted.
3. Adopt/adapt the 4 core courses and 2 recommended electives set forth in the seamless curriculum model in IPSI format which include test banks, performance objectives, and lesson plans. Adopt/adapt the proposed items set forth in the remaining steps of the seamless curriculum model.
4. Hold staff development for administrators, faculty and counselors
5. Market seamless curriculum to parents and students

Higher Education (Associate Degree Programs as listed in the Seamless Model):

1. Adopt/adapt the 13th year “mirror” courses (courses on the PS level that are a direct connection with Secondary level, i.e., Computer Applications (SL) and Computer Application (PSL); Algebra II (SL) and College Algebra (PSL) outlined in the Seamless curriculum model or place your own “mirror” courses on IPSI for alignment with the secondary education piece.
2. Sit down with Secondary personnel and review the proposed items set forth in the Seamless Curriculum Model and adapt/adopt the items.
3. ***Sit down with Provost/President and the college registrar to make sure all items on the *Transcript in Escrow* are covered and can happen.**
4. Hold staff development for administrators, faculty and admissions office
5. Market seamless curriculum

Higher Education² (Associate Degree Program within the Cluster/Major Seamless Model that was not included in the model):

1. Process the first step in the seamless model (Program Goals).
2. Validate the 4 core courses in the Major plus the 2 recommended electives are in line with the proposed Associate Degree to be added to the model.
3. Adopt/adapt or develop the “mirror courses” for the proposed Associate Degree on IPSI for aligning.

4. Sit down with Secondary personnel and review the proposed items set forth in the Seamless Curriculum Model and adapt/adopt or add to the items.
5. ***Sit down with Provost/President and the college registrar to make sure all items on the *Transcript in Escrow* are covered and can happen.**
6. Hold staff development for faculty and admissions office
7. Market seamless curriculum

Note:

The coordinator is responsible to assuring that all the steps take place. People should not attend orientation or work sessions without knowing what it's about. The *Transcript in Escrow* is a vital step in the process. Do not attempt to adopt a seamless curriculum until the *Transcript in Escrow* is agreed upon by all parties concerned.