TO: Chief Instructional Officers  
   Chief Student Services Officers  
   Academic Senate Presidents  
   Curriculum Chairs  
   Articulation Officers  

FROM: Pamela D. Walker  
   Vice Chancellor, Academic Affairs  

SUBJECT: Update on C-ID Verification for Associate Degrees for Transfer (ADT)

Last Spring, California Community Colleges Chancellor’s Officer (CCCCO) extended the C-ID verification timeline to allow more time for the C-ID approval process to catch up with the demand. In light of the challenges that continue to hinder the review and approval of courses in C-ID, the CCCCO will not be deactivating previously approved ADTs that include courses without a C-ID status of “Approved” by June 30, 2015. California Community Colleges (CCCs) may continue to submit ADT proposals where courses with C-ID descriptors in the Required Core and List A reflect any of the following C-ID statuses: Approved, Conditional Approval, Submitted, In-Progress, or Resubmitted. However, effective July 1, 2015, all ADT proposals (new, substantial and nonsubstantial change), submitted to the CCCCO for review must:

1) Have a C-ID status of “Approved” for all courses entered on a TMC Template where a C-ID descriptor is listed. That is, any course listed on a TMC Template next to a C-ID descriptor in the Required Core, List A, List B, or List C sections, must appear in C-ID.net with an “Approved” status for that descriptor. One exception is that if the TMC Template indicates that an ASSIST Articulation Agreement by Major (AAM) is accepted in addition to the C-ID descriptor, then a valid AAM will be accepted in lieu of the “Approved” C-ID status, and

2) Include all the correct required attachments (Narrative, Template, Course Outline of Records, if applicable: ASSIST Reports, Advisory Board Minutes, Labor Market information and all attachments must include the required information).

Please send all inquiries to curriculum@cccco.edu.

cc: Denise Nolan, Vice Chancellor of Student Services and Special Programs  
   Cris McCullough, Dean of Curriculum and Instruction  
   Academic Affairs Division Staff  
   David Morse, President of Academic Senate for California Community Colleges (ASCCC)  
   System Advisory Committee on Curriculum (SACC)
Dissecting the January 28, 2015 chancellors memo: Update on C-ID Verification for Associate Degrees for Transfer (ADT)

| Old memo from May 20, 2014 | All CCCCO approved ADTs (MJC has 21 ADTs) must contain CIDs with an “Approved” status or the courses and associate degrees would be deactivated. Note: this memo extended the deadline from June 30, 2014 to June 30, 2015. |
| New memo from January 28, 2015 | Change: The CCCCO will not be deactivating previously approved ADTs (MJC has 21 ADTs) that include courses without a C-ID status of “Approved” by June 30, 2015. California Community Colleges (CCCs) may continue to submit ADT proposals where courses with C-ID descriptors in the Required Core and List A reflect any of the following C-ID statuses: Approved, Conditional Approval, Submitted, In-Progress, or Resubmitted. |
| Changes between the two memos: | • Expanded the CID status list from one “Approved” to six possibilities without having our CCCCO currently approved ADTs deactivated.  
• Community Colleges have between now and June 30, 2015 to submit ADTs to the CCCCO containing the six CID statuses: Approved, Conditional Approval, Submitted, In-Progress, or Resubmitted in the Required Core and List A section.  
• Effective July 1, 2015, all ADTs proposals (new, substantial and non-substantial change), submitted to the CCCCO for review must have a C-ID status of “Approved” for all courses entered on a TMC Template where a C-ID descriptor is listed. That is, any course listed on a TMC Template next to a C-ID descriptor in the Required Core, List A, List B, or List C sections, must appear in C-ID.net with an “Approved” status for that descriptor (no other status allowed).  
• Note: I did not see any mention of a new deadlines for deactivation of courses or associate degrees in the January 28, 2015 memo.  
• Bullet number 3 affects how we do business at MJC. If there are changes to any of our local ADTS due to deactivation of courses or adding new courses, it would serve us to submit and receive Chancellor’s approval prior to June 30, 2015 or be held to the CID rule of “approved” status. |