

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

1102 Q STREET, SUITE 4554  
SACRAMENTO, CA 95811-6549  
(916) 445-8752  
<http://www.cccco.edu>



January 28, 2015

AA 15-04  
VIA E-MAIL

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 CCCCCO 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 CCCCCO 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@ccco.edu](mailto:curriculum@ccco.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)

<p>Old memo from May 20, 2014</p>	<p>All CCCC approved ADTs (MJC has 21 ADTs) must contain CIDs with an <b>“Approved”</b> status <b>or the courses and associate degrees would be deactivated</b>. Note: this memo extended the deadline from June 30, 2014 to June 30, 2015.</p>
<p>New memo from January 28, 2015</p>	<p>Change: The CCCC <b>will not</b> be deactivating previously approved ADTs (MJC has 21 ADTs) that include courses without a C-ID status of <b>“Approved”</b> 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: <b>Approved, Conditional Approval, Submitted, In-Progress, or Resubmitted</b>.</p>
<p>Changes between the two memos:</p>	<ul style="list-style-type: none"> <li>• Expanded the CID status list from one “Approved” to six possibilities without having our CCCC currently approved ADTs deactivated.</li> <li>• Community Colleges have between now and June 30, 2015 to submit ADTs to the CCCC containing the six CID statuses: Approved, Conditional Approval, Submitted, In-Progress, or Resubmitted <b>in the Required Core and List A section</b>.</li> <li>• Effective July 1, 2015, <b>all</b> ADTs proposals (new, substantial and non-substantial change), submitted to the CCCC for review must have a C-ID status of “Approved” for <b>all</b> 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 <b>in the Required Core, List A, List B, or List C sections</b>, must appear in C-ID.net with an <b>“Approved”</b> status for that descriptor (no other status allowed).</li> <li>• Note: I did not see any mention of a new deadlines for deactivation of courses or associate degrees in the January 28, 2015 memo.</li> <li>• 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 <b>“approved”</b> status.</li> </ul>