



TO: Chief Executive Officers
Chief Instructional Officers
Chief Student Services Officers
Academic Senate Presidents

FROM: John Stankas, Vice Chancellor, Academic Affairs
Equitable Student Learning, Experience & Impact Office

RE: Common Course Numbering Update

This memo provides an update on Phase I of the common course numbering (CCN) implementation as well as upcoming support activities.

Background

Assembly Bill 1111 (Berman 2021) called on the California Community Colleges to adopt a student-facing CCN system to “streamline transfer from two- to four-year postsecondary educational institutions and reduce excess credit (unit) accumulation.” To spur this effort, the California Community Colleges Chancellor’s Office (Chancellor’s Office) formed the AB 1111 CCN Task Force (CCN Task Force) to make recommendations for a systemwide plan. The CCN Task Force published their [final report](#) and, in doing so, proposed a phased approach to meet the mandates of AB 1111. In Phase I, which will be completed in 2024, faculty will work in collaboration with intersegmental leadership teams to develop CCN Descriptors for an initial set of high-enrollment courses to generate an initial set of CCN-aligned courses for fall 2025. During Phase II, a second cluster of courses will be used to evaluate and refine the development processes and templates, test technology-based implementation, test-drive convening practices and validate intersegmental collaboration. The goal for Phase III is to implement potential technology solutions and roll out the remaining transfer courses.

Within the recommended implementation plan, the CCN Task Force proposed a CCN Council to inform strategic direction and goals, guide the work of implementation workgroups, and identify policy barriers to strong implementation of CCN. A subset of CCN Council members form a Council Steering Group to collaborate with the Chancellor’s Office in planning CCN Council meeting agendas and other related matters. To carry the work forward, the CCN Task Force also recommended two workgroups, specifically focused on CCN development and CCN technology and processes. The Council and

Common Course Numbering Update

April 15, 2024

Workgroups include representation from the Chief Student Services Officers (CSSOs), Chief Instructional Officers (CIOs), Chief Executive Officers (CEOs), Community College League of California, University of California Office of the President (UCOP), California State University System Office (CSUSO), Student Senate for California Community Colleges (SSCCC), Academic Senate for California Community Colleges (ASCCC), UC and CSU faculty (including Articulation Officers), Association of Independent California Colleges and Universities (AICCU), California Association of Community College Registrars and Admissions Officers (CACCRAO), and California Community Colleges Chief Information Systems Officers Association (CCCCISOA). The work of the Council and Workgroups will continue for at least the next three years.

The CCN system will establish a structure that maximizes credit mobility for all students, strengthening equitable transfer and student success. More specifically, it will support students in areas such as building cohesive academic plans, understanding how required courses transfer and apply to completion, and making informed course selections that support degree completion. This effort will require the coordinated engagement of many stakeholders, including faculty, administrators, staff, and system officials. The goal is to implement CCN in concert with a new vision for dramatically improved transfer and articulation across the state of California, supported by a resourced infrastructure for intersegmental faculty collaboration (including the California Community Colleges, UC, CSU, and AICCU).

Urgency and Phase I

CCN presents a historic opportunity to make our colleges easier to navigate and finally address a long-recognized barrier that impedes countless students. The Chancellor's Office is continuously providing progress updates to the legislature and communicating the need for a timeline extension on behalf of the system. At the same time, it is imperative that we continue to show substantial progress toward meeting the existing mandates to demonstrate our commitment to satisfying the law's intent. The CCN Council acknowledges the urgency for this work to be completed per the legislative mandates and is moving quickly. Phase I priorities include 1) finalizing CCN taxonomy, 2) convening (in collaboration with the ASCCC) intersegmental faculty discipline groups to define and develop CCN elements and components, and 3) identifying the technology-enabled steps needed for commonly numbered courses to become student-facing.

As an immediate key priority, the CCN Steering Committee identified and recommended the selection of a cluster of courses for Phase I based on a set of high-enrollment data and in alignment with CalGETC as recommended by the CCN Task Force.

Table 1. Phase I Courses

Common Course Numbering Update

April 15, 2024

Course	Enrollment Data (2022-23)	CalGETC Category
College Composition	300K-330K	1A
Argumentative Writing and Critical Thinking	115K-140K	1B
Public Speaking	150K-175K	1C
Introduction to Statistics	185K-225K	2
Introduction to American Government and Politics	125K-160K	4
Introduction to Psychology	145K-170K	4

These courses will improve transfer and articulation for approximately 1 million students. The Phase I cluster of courses will inform processes, templates, and professional development needed for complete implementation. Throughout spring and summer 2024, as a part of a collaboration between the Chancellor's Office and the ASCCC, faculty from the California Community Colleges, CSU and UC will convene to define the common elements necessary for the first set of cohort classes with an eye toward improving articulation processes and maintaining the autonomy of the local curricular needs for all three segments.

Funding

In Fall 2024, the Chancellor's Office will release a one-time \$105 million appropriation to support colleges with the implementation of CCN. Funds allocated may be used for, but are not limited to, all of the following purposes: 1) aligning existing course curricula to a CCN system, 2) updating course catalogs and other digital course registries, 3) supporting faculty costs associated with course differentiation and curriculum approval, and 4) campus communication efforts to inform students of revised course numbers and curricula. The funding formula and reporting requirements are under development, and additional information and guidance is forthcoming.

Strategic Communications

Strategic communications are crucial to the success of the CCN Council and the implementation of CCN. The Chancellor's Office has a CCN website and will equip internal and external stakeholders with the guidance, tools, and information necessary to promote the integration of CCN across all

Common Course Numbering Update

April 15, 2024

systems of higher education in California. Consistent communications will amplify that current course numbering is a barrier for California community college students to transfer and/or stay on track to earn a degree/certificate.

If you have any questions, please send them to transfer@cccoco.edu.

cc: Common Course Numbering Council

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