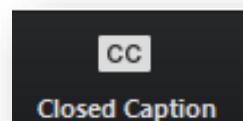




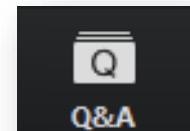
California Community Colleges

System Webinar  
February 4, 2026

# *Moving from TOP to CIP Guidance and Support*



Click the tab to read live  
captions.



Click this tab to enter questions  
for the presenters.

# Webinar Agenda

1. **Welcome** by Vice Chancellor Siria Martinez
2. **Updates** by Deputy Chancellor Rowena Tomaneng
3. **Transitioning from TOP codes to CIP codes**

➤ **Introductions and Topics**

- **James Todd**, CCCCO Vice Chancellor, Academic Affairs – History and Process
- **Erik Shearer**, Asst. Superintendent, VP, Instruction, Butte College – CIO Perspective
- **Laura Coleman**, Statewide Director, Center of Excellence – Demonstration of TOP-CIP Crosswalk
- **Jenni Abbott**, CCCCO Strategy Advisor, Academic Affairs (TOP-CIP Coordinator) – Process and Timeline
- **Raul Arambula**, CCCCO Educational Services – COCI CIP Code Submission Process
- **Terrence Willett/Todd Hoig**, CCCCO Research, Analytics, & Data
- **Lorena Romero**, CCCCO College Finance & Facilities Planning

4. **Closing Remarks** by Dr. James Todd



# Transition Process - Introduction

- History and purpose of change
- Support from the Chancellor's Office
  - [Website: TOP to CIP Code Transition Project](#)
  - Ongoing collaboration with ASCCC, 5C, CIOs, CBOs
  - Updated TOP to CIP Crosswalk
  - COCI Interface Tool for simple evaluation & submission (end of February)
  - Open Office Hours every 2 weeks
  - Special Office Hours for Noncredit (Feb 10<sup>th</sup>, 1:00); CBOs (Feb 24<sup>th</sup>, 10:00)
  - Funding for the CCN process may be used for TOP to CIP

# Transition Process - Introduction

QUESTIONS may be posted in the Q&A

- We will answer some during the webinar
- Others will be added to the FAQs on the webpage

DEDICATED EMAIL for any questions: [top2cip@cccco.edu](mailto:top2cip@cccco.edu)

UPDATED TOP to CIP Crosswalk for evaluating CIP Codes

Please REVIEW and CONFIRM any you have already selected

# Revised Code Crosswalk

## Previous

- Version on CCCCO website
- Last updated in 2021
- Code pairs (TOP # to CIP #) based on similarity of code descriptions

## Update

- Integrates code pairs from new sources
  - Chancellor's Office Curriculum Inventory System (COCI)
  - IPEDS reporting



# About the Crosswalk Data Tool

- Built in Data Studio (a Google product)
- Incorporates all possible TOP to CIP matches, and filters for filters for Noncredit and CTE/Not CTE
- Instructions, notes, and links to other supports

## TOP-to-CIP Crosswalk (Revised)

Please log in to your Google Account to use this Dashboard



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**Dashboard User Tips:** Narrow the data displayed by making selections to the filters. For code or title searches, scroll the list or type directly into the filter to select. To export data, click on the 3 dots at the top right of the results table. For more information, please email [info@coeccc.net](mailto:info@coeccc.net).

TOP Code - Title	CTE TOP	Broad CIP Code Groups
CIP Code - Title	CTE CIP	Noncredit CIP Code
0101.00 - Agriculture Technology and Sciences, General	CTE	01.0000 - Agriculture, General
0101.00 - Agriculture Technology and Sciences, General	CTE	01.0102 - Agribusiness/Agricultural Business Operations
0101.00 - Agriculture Technology and Sciences, General	CTE	32.0107 - Career Exploration/Awareness Skills

**Reset Filters**

TOP Code - TOP Title	TOP Code CTE Flag	CIP Code - CIP Title	CIP CTE Flag	Count of Colleges
0101.00 - Agriculture Technology and Sciences, General	CTE	01.0000 - Agriculture, General	Not CTE	15
0101.00 - Agriculture Technology and Sciences, General	CTE	01.0102 - Agribusiness/Agricultural Business Operations	CTE	12
0101.00 - Agriculture Technology and Sciences, General	CTE	32.0107 - Career Exploration/Awareness Skills	Noncredit CIP	null

# Crosswalk Tool

# Demo



# Differences between CIP and TOP

- CIP codes are often more detailed than TOP codes
  - Several different CIP codes may correspond to a single TOP code
- CIP code descriptions designate programs as CTE or not CTE:
  - “A program that prepares individuals for . . .” (**CTE**)
  - “A program that focuses on . . .” (**Not CTE**)
- **Noncredit** programs include this description and have specific CIP numbers:
  - “This CIP code is not valid for IPEDS reporting” (see 2-digit CIP codes 32-37)
- Though some TOP codes have been used for non-instructional administrative activities, **CIP codes may only be assigned to instructional programs and courses**

CIP codes are determined  
by program intent, awards,  
outcomes

# Highlights

- **TOP Codes** will be completely **phased out by fall 2027**  
Current non-instructional administrative & support activities that use TOP codes will transition to codes under non-CIP/non-TOP categories.
- **ADTs & Common Course Numbers** will have **consistent CIP codes** across System  
(CO and 5C workgroup)
- **STEP ONE:** All colleges submit instructional CIP codes to COCI (programs/courses) by **December 31, 2026**
- **STEP TWO:** Testing, corrections, BUDGET development, changes in other systems
- Colleges will **report both TOP & CIP** through spring 2027 reporting; Summer 2027 reporting & forward – CIP only

## Revised TOP-CIP Crosswalk

Please log in to your  
Google Account to  
use this Dashboard



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TOP Code - TOP Title	TOP Code CTE Flag	Broad CIP Groupings (2-digit)
CIP Code - CIP Title	CIP Code CTE Flag	Noncredit Flag

TOP Code - TOP Title	TOP Code CTE Flag	CIP Code - CIP Title	CIP CTE Flag	Count of Colleges
0101.00 - Agriculture Technology and Sciences, General	CTE	01.0000 Agriculture, General	Not CTE	15
0101.00 - Agriculture Technology and Sciences, General	CTE	01.0102 Agribusiness/Agricultural Business Operations	CTE	12
0101.00 - Agriculture Technology and Sciences, General	CTE	32.0107 Career Exploration/Awareness Skills	Noncredit CIP	null
0101.00 - Agriculture Technology and Sciences, General	CTE	32.0111 - Workforce Development and Training	Noncredit CIP	null
0102.00 - Animal Science	CTE	01.0302 - Animal/Livestock Husbandry and Production	CTE	14
0102.00 - Animal Science	CTE	01.0505 - Animal Training	CTE	3
0102.00 - Animal Science	CTE	32.0107 - Career Exploration/Awareness Skills	Noncredit CIP	null
0102.00 - Animal Science	CTE	32.0111 - Workforce Development and Training	Noncredit CIP	null



## Browse CIP Codes

### 10) COMMUNICATIONS TECHNOLOGIES/TECHNICIANS AND SUPPORT SERVICES.

#### 10.01) Communications Technologies/Technicians.

[10.0105\) Communications Technology/Technician.](#)

#### + 10.02) Audiovisual Communications Technologies/Technicians.

#### + 10.03) Graphic Communications.

#### + 10.99) Communications Technologies/Technicians and Support Services, Other.

## Detail for CIP Code 10.0105

[!\[\]\(159d358f62b1ac8b870dab1e418e0037\_img.jpg\) Print](#)

**Title:** Communications Technology/Technician.

**Definition:** A program that generally prepares individuals to function as workers and managers within communications industries. Includes instruction in business economics, basic management, principles of interpersonal and mediated communications; radio, television, and digital media production; and related aspects of technology and communications systems.

# Adult Ed/Noncredit Impact



National Center for  
Education Statistics

What we do ▾

Use our work ▾

Explore funding ▾

Learn with us ▾

About us ▾

**CIP** | THE CLASSIFICATION OF  
INSTRUCTIONAL PROGRAMS

CIP 2020

## Browse CIP Codes

This is a full listing of all CIP codes in this version. (Note: Neither old location of codes that moved nor deleted codes are shown in this listing; that information may be viewed on other areas of this site.)

Range  
32 – 37  
are non-  
credit

- + 32) BASIC SKILLS AND DEVELOPMENTAL/REMEDIAL EDUCATION.
- + 33) CITIZENSHIP ACTIVITIES.
- + 34) HEALTH-RELATED KNOWLEDGE AND SKILLS.
- + 35) INTERPERSONAL AND SOCIAL SKILLS.
- + 36) LEISURE AND RECREATIONAL ACTIVITIES.
- + 37) PERSONAL AWARENESS AND SELF-IMPROVEMENT.



32.01) Basic Skills and Developmental/Remedial Education.

- [32.0101\) Basic Skills and Developmental/Remedial Education, General.](#)
- [32.0104\) Developmental/Remedial Mathematics.](#)
- [32.0105\) Job-Seeking/Changing Skills.](#)
- [32.0107\) Career Exploration/Awareness Skills.](#)
- [32.0108\) Developmental/Remedial English.](#)
- [32.0109\) Second Language Learning.](#)
- [32.0110\) Basic Computer Skills.](#)
- [32.0111\) Workforce Development and Training.](#)
- [32.0112\) Accent Reduction/Modification.](#)
- [32.0199\) Basic Skills and Developmental/Remedial Education, Other.](#)



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# Adult Ed/Noncredit CIP Transition

TOP Code Category	TOP Codes	CIP Code Category	CIP Codes
English as a Second Language (CDCP)	493084-493100	See: <b>Basic Skills &amp; Developmental/Remedial Education</b> ( <i>Second Language Learning; Accent Reduction/Modification</i> )	32.0109 32.0112
Short-term Vocational (CDCP)	ANY VOCATIONAL TOP CODE	<b>Basic Skills &amp; Developmental/Remedial Education</b> ( <i>Workforce Development &amp; Training</i> )	32.0111
Workforce Preparation (CDCP)	ANY VOC TOP CODE or 493010-493072	<b>Basic Skills &amp; Developmental/Remedial Education</b> ( <i>Career Exploration/Awareness; Workforce Development &amp; Training</i> )	32.0107 32.0111
Elementary and Secondary Basic Skills (supplemental instruct, supervised tutoring) (CDCP)	150100-170200 493009-493060	<b>Basic Skills &amp; Developmental/Remedial Education</b> ( <i>job-seeking skills, career exploration, second language learning, Workforce Development &amp; Training, Exam Prep, H.S. Equivalent Exam Prep</i> )	32.0101 – 32.0299

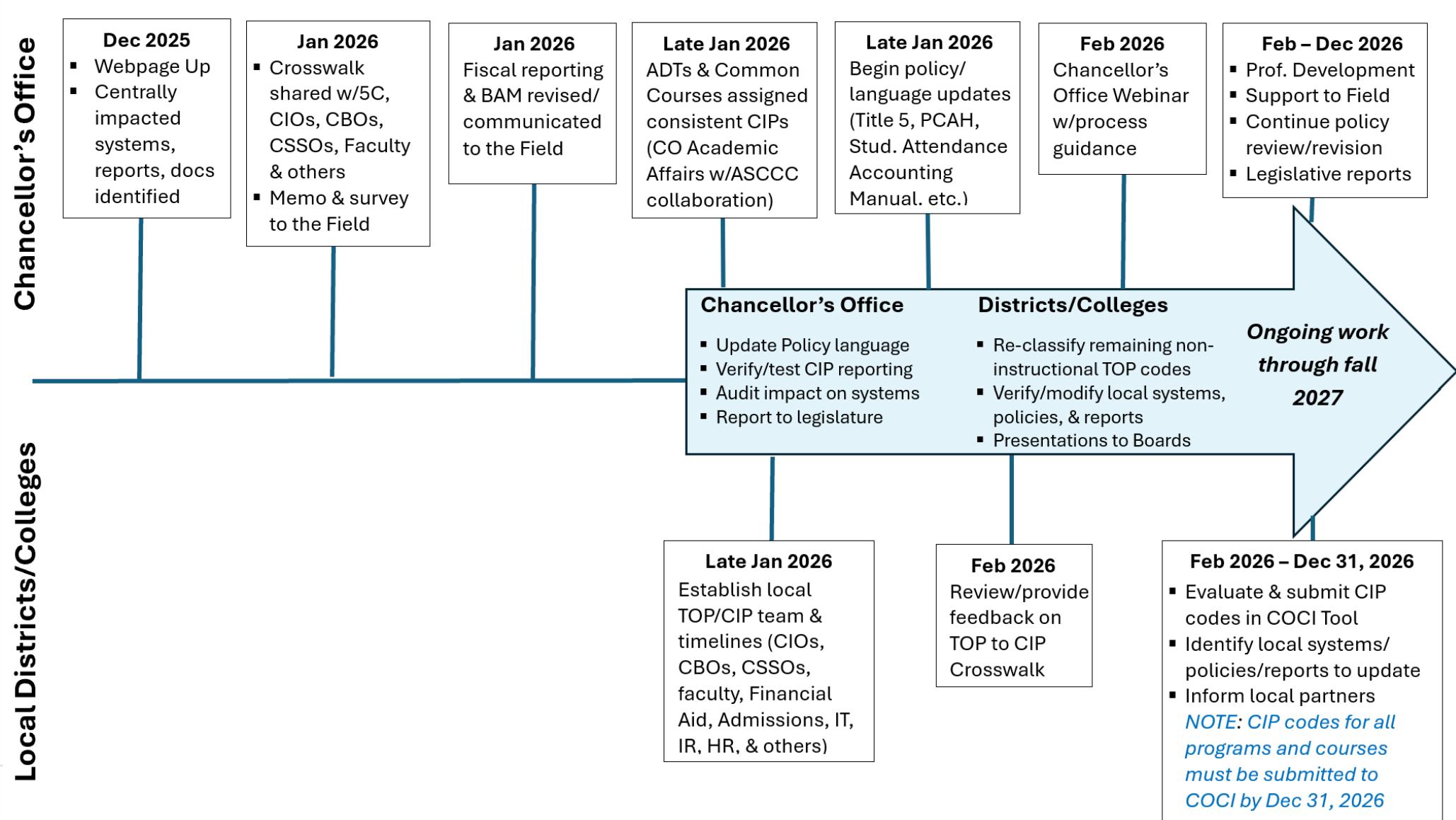
Immigrant Ed.	→ 33.xxxx
Health & Safety	→ 34.xxxx
Substantial Disabilities	→ 32.-37.
Parenting	→ 34.xxxx
Home Economics	→ 19., 36.xxxx
Older Adults	→ 34. – 37.

Noncredit CIP codes include: 28, 32-37, 53, 60, 61.

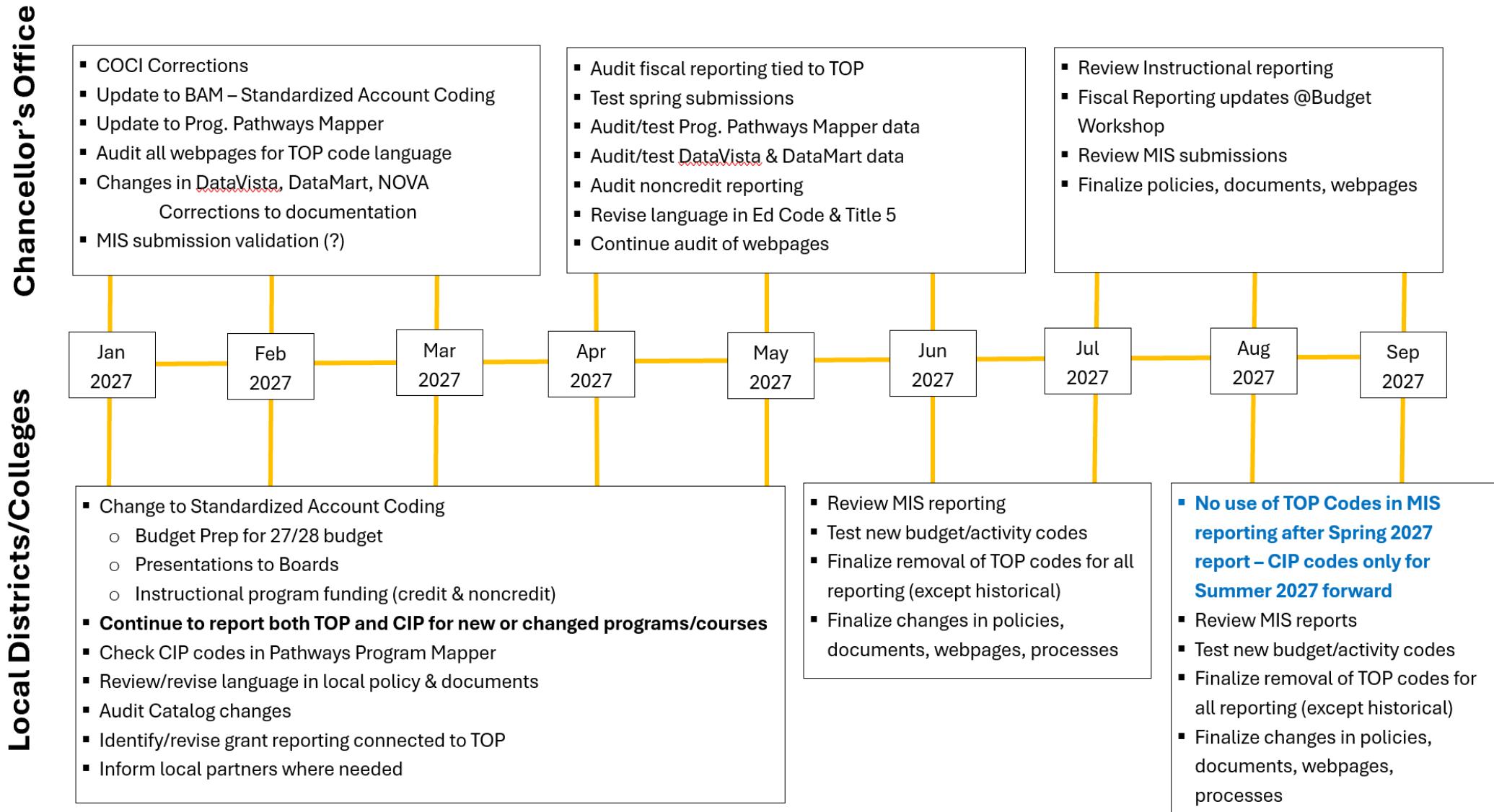
**Resources:** [NCES CIP code list](#); [CCCO Noncredit Course Data Elements](#).



## TOP to CIP Transition – STEP ONE (upload CIP codes into COCI)



## TOP to CIP Transition – STEP TWO (After COCI CIP Code Submission)



# TOP and CIP Dual Reporting

Colleges and districts will need to report both TOP and CIP

- THROUGH the spring 2027 reporting period
- Including any new or revised courses

During this transition, changes in CIP codes will not trigger a new Control Number

Important to REVIEW and CONFIRM CIP codes with the Crosswalk

# Local Process

- TOP codes are embedded in policies, websites, documents, systems, fiscal activity codes, HR processes . . .
- Suggest districts and/or colleges form a local process or team to ensure all impacts are considered and milestones are set
  - Identify who will evaluate/select CIP codes from crosswalk
  - Identify/revise local systems, policies, reports, websites to remove TOP
  - Consider expedited local curriculum processes, where possible
- Chancellor's Office divisions will review individual challenges and help find solutions to meet the published deadlines

# Impacted Systems and Partners

## SYSTEMS & DATA

COCI  
ASSIST  
Program Pathways Mapper  
MIS reporting  
NOVA  
Data Vista; Data Mart  
FUSION  
BAM/311/320/SCFF Reporting  
Std. Attendance Accounting  
Program Course Approval  
Title 5 regulations - revision

## PARTNERS

K12 Partners  
CSUs & UCs  
EDD/WIOA

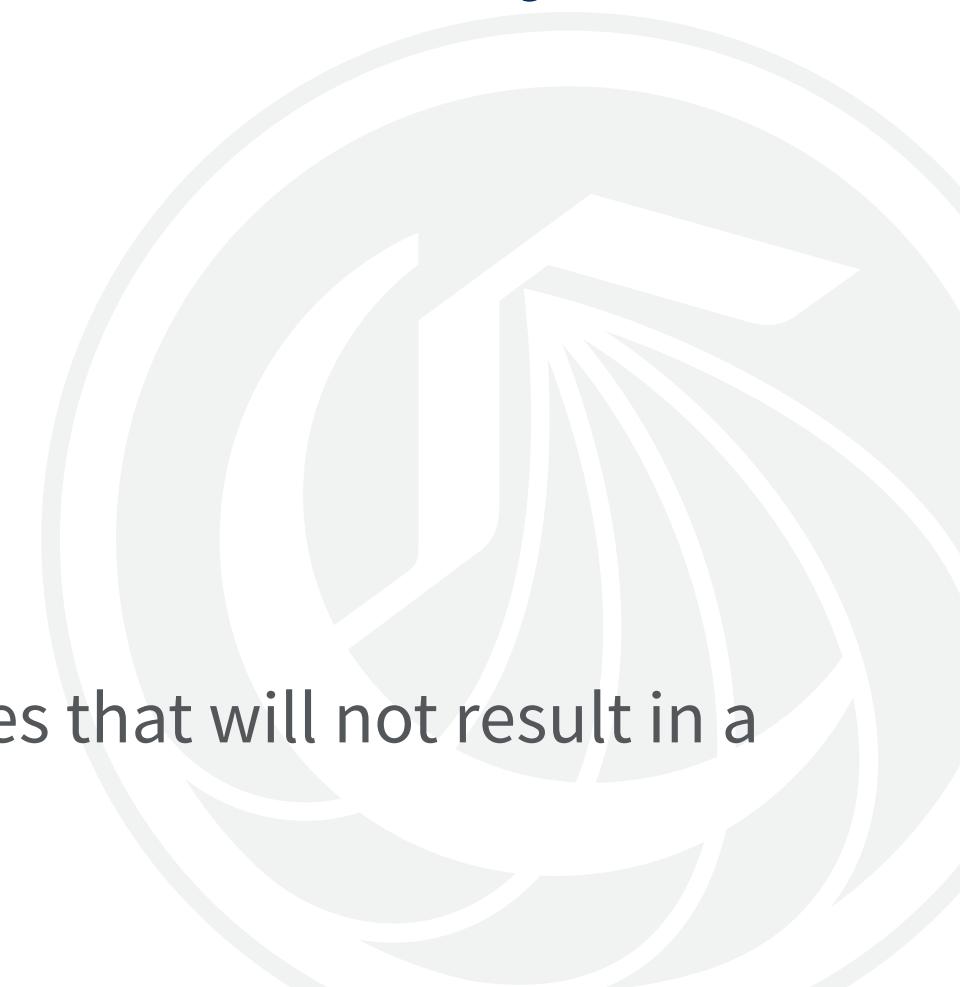
## COMMUNICATION

Faculty & Administrator PD  
Evaluating CIP codes  
CIP for Courses  
Minimum qualifications  
HR Processes  
Impact on Local Systems  
(degree audit, counseling, catalog,  
websites, equivalencies,  
substitutions, CPL, etc.)  
Federal Gainful Employment



# Chancellor's Office Curriculum Inventory System (COCI)

- CIP code field is currently available
  - COURSES
  - PROGRAMS
- COCI February 26<sup>th</sup> update
- December 31<sup>st</sup> final date for CIP code updates that will not result in a substantial change/new control number



# MIS Implications

- MIS Fields with TOP Codes
  - CB03 for classifying course discipline
  - SP01 for discipline of award (degree or certificate)
  - SS02 and SS12 for student course of study (credit and noncredit)
    - Preferred to use Program Control Number (PCN)
  - EJ03 Employee assignment code
    - Holds both TOP and ASA codes depending on assignment
- Local processes and dashboards that use TOP will shift to CIP but likely will have both during the transition year

# MIS Submission Process

- Term file submission considered due 30 days after end of term
- Files contain unitary data and are submitted by the district
- Data must pass syntactical, referential, and quality checks
- Data can be resubmitted to correct errors and/or omissions
- For more information: <https://webdata.cccco.edu/mis.htm>

# MIS, COCI, local SIS...oh my

- MIS will do a clean switch from TOP codes to CIP codes
- COCI already accepts both CIP and TOP but eventually TOP will be obsolete
- Local SIS / curriculum management systems will have to hold both TOP and CIP and manage the data flow and ensure alignment among these systems

# Managing TOP to CIP Locally

- Build a cross-functional team
  - Instruction / curriculum
  - Facilities (for FUSION reporting)
  - Business office / payroll
  - Institutional Research
  - Information Technology
  - Others?
- Meet regularly
- Map out tasks and timelines
- Share the fun!



# Fiscal Standards Implications

## What does the Transition Mean?



TOP IS GOING AWAY



CIP IS THE NEW COMMON FRAMEWORK  
FOR FISCAL REPORTING OF  
INSTRUCTIONAL AND ADMINISTRATIVE  
AND SUPPORT ACTIVITIES IN THE CCFS-  
311Q AND CCFS-311



BUDGET AND ACCOUNTING MANUAL  
WILL ALIGN TO THE NEW CIP CODES FOR  
ACADEMIC DISCIPLINES.



THE FISCAL STANDARD TIMELINE  
REFLECTS FISCAL REPORT PROCESS.



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# Budgeting and Accounting Manual (BAM) 2024 Code Structure:

## Classification of Activities (Current)

### Instructional Activities

- Defined in the Taxonomy of Programs(TOP) manual
- For State fiscal purposes, districts use a four-digit account code:
  - First two digits: TOP discipline code.
  - Last two digits: Zero placeholders.
- Local level: Must maintain TOP detail to four or six positions for all direct instructional activities.

### Administrative & Support Activities (ASA)

- Defined in the Budget and Accounting Manual.
- For State fiscal purposes, districts use a four-digit account code comprised of the ASA codes.
- Local level: Subsidiary activity categories should be created locally.



# Budget and Accounting Manual Overview



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## Instructional Activity Codes

### Changes:

- The transition from the current Taxonomy of Program (TOP) Codes to the 2020 Classification of Instructional Program (CIP) Codes will require the following changes:
  - Instructional activity names
  - add and delete instructional activity names and codes
  - Changes to the CCFS-311 to reflect all the above

### Suggested Changes:

- Expenditures incurred for instructional activities are currently classified by controlling accounts 0100-5900. Suggested changes:
  - Expand controlling accounts from a four-digit structure to six-digits
  - Include sub-controlling accounts

We are working with our stakeholder and advisory groups to review our draft recommendations and gather feedback on challenges they foresee.

# Budget and Accounting Manual Overview (cont.)



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## Administrative and Support Activity Codes

### Changing:

- Expand the zeros to align with changes to instructional codes.
- **Suggested Changes:**
  - Add new codes for areas that are being tracked
  - Add major categories for Vision-Aligned Report (VAR)
  - Clarify expenditures for consistency between districts
  - Clarify language for release time and stipends paid to FT Faculty

The TOP to CIP workgroup, identified that the 6000s four-digit series CIPs are related to residency programs which are not applicable to California Community Colleges.

# Focus on Fiscal Standards and Accounting Unit

## Proposed Timeline Roadmap

Goal: The California Community Colleges system will be transitioning to the Classification of Instructional programs (CIP) code by **Fall 2027**.

Spring 2026

BAM Cross-walk

Proposed BAM & CDAM updates, share with stakeholders

Share Draft at CCIA and ACBO Spring Conference

Fall 2026

Final BAM Drafts to present at CC & BOG

Accounting Advisory Memo & 411 on 311 Workshop

Spring 2027

Your proposed budgets for 2027-2028 will need to incorporate CIP.

Fiscal Portal updates for 2027-2028 data

Fall 2027

Beta Testing and system corrections

June 30, 2028

CCFS-311 Reporting to Fiscal Standards and Accountability Unit

Fiscal Year:  
2026-2027

Fiscal Year:  
2027-2028

Fiscal Year:  
2028-2029



# Resources

- CO Data Element Dictionary
- <https://webdata.cccco.edu/mis.htm>
- CCN Project
- <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/common-course-numbering-project>
- CO Resources for Researchers
- <https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Research-Analytics-Data/data-resources>
- Centers of Excellence Resources
- <https://coeccc.net/our-resources/>
- ASCCC TOP CIP SOC SB Code Alignment Presentation, July 12, 2024
- [https://www.asccc.org/sites/default/files/2024CI\\_BS7\\_TOP\\_CIP\\_SOC\\_CB\\_Codes\\_and\\_Applying\\_TOP\\_Code\\_Alignment\\_Principles\\_Throughout\\_All\\_Curriculum.pptx](https://www.asccc.org/sites/default/files/2024CI_BS7_TOP_CIP_SOC_CB_Codes_and_Applying_TOP_Code_Alignment_Principles_Throughout_All_Curriculum.pptx)
- NCES CIP SOC Crosswalk
- <https://nces.ed.gov/ipeds/cipcode/post3.aspx?y=56>

# Questions

## Use the Q&A Feature

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California Community Colleges Chancellor's Office

February 2026