TO: Chief Executive Officers
        Chief Instructional Officers
        Academic Senate Presidents
        Curriculum Chairs Articulation Officers

FROM: James Todd, Vice Chancellor of Academic Affairs
        Latonya Parker-Parnell, President of Academic Senate for the California Community
        Colleges

RE: ADT Submission Compliance with Assembly Bill 1111 Submission Guidance
        Phase II(A) and Phase II(B) Common Course Numbering

Background

Assembly Bill 1111 (Berman) requires the California Community Colleges to adopt a common course numbering system for all general education requirement courses and transfer pathway courses and requires each community college campus to incorporate common course numbers from the adopted system into its course catalog. Per the legislation, the California Community Colleges Chancellor's Office Common Course Numbering (CCN) Council, Academic Senate for California Community Colleges (ASCCC) and workgroups have determined the Phase II courses that will comply with AB 1111 to be offered Fall 2026.

Guidelines

The purpose of this memorandum is to provide curriculum submission guidance for AB 1111 (CCN). Cognizant of the current workload of the colleges and Chancellor's Office staff, the Chancellor's Office has created a streamlined process for embedding Associate Degrees for Transfer (ADT) with the new Phase II(A) and Phase II(B) CCN templates. This process has been established to ensure colleges have the time and energy to concentrate their efforts on those degrees that will not meet requirements or may require changes and allows colleges to submit a certification letter of compliance to the Chancellor's Office by June 1, 2026 for Phase II(A) and June 1, 2027 for Phase II(B).

Requested Actions

- Colleges will need to update specific ADT forms that contain any of the Phase II (A) and II(B) CCN's.

- If the only update being made to a specific ADT form is the alignment of Phase II (A) and II(B) CCN courses, then the college will not have to resubmit each program to the Chancellor's Office Curriculum Inventory System (COCI). The only update would be to the college's local inventory system (eLumen, CurrIQunet, etc.).

- The Chancellor's Office requires that the Chief Executive Officer, Chief Instructional Officer, Academic Senate President, and Curriculum Chair certify that the ADTs are updated with CCN courses with no additional updates made.

- A certification form is provided for Phase II (A) and is due by June 1, 2026.

- A certification form is provided for Phase II (B) which is due by June 1, 2027.

- Only one certification form per college is required. On the certification form, colleges will indicate which ADTs fall under the certification. Only include those ADTs which have no additional updates or changes. For each of the Phase II (A) and II(B) courses, colleges will indicate which ADTs were updated to show the revision to specific CCN courses.

- If the college determines that any additional updates must be made to an ADT, specifically to the required course lists determined through intersegmental faculty agreements, the college must submit that ADT through the regular submission process.

Summary

This is a one-time process specific to Phase II (A) and II(B) CCN course updates. Future legislative mandates will require additional curriculum updates and re- submission. Failure to submit the AB1111 Certification Form will result in the auto- approval of curriculum (detailed in the Annual Certification Form) being denied for your college, resulting in all curriculum being submitted being reviewed by the Chancellor's Office staff.

Contact

Please contact Raul Arambula, Dean in Educational Services and Support, at RArambula@CCCCO.edu or (916) 322-1440, should you have any questions or concerns.

Attachments

- Common Course Numbering Phase II (A) Certification Form
- Common Course Numbering II(B) Certification Form

cc: Sonya Christian, Chancellor
       Rowena Tomaneng, Deputy Chancellor