



How to identify if a noncredit course is part of an approved or active CDCP program using the Community Colleges Curriculum Inventory System (COCI)

The Chancellor's Office has been experiencing multiple requests from colleges regarding how to identify CDCP noncredit courses that are part of an active or approved program that is eligible for enhanced funding. Given staffing capacity the Chancellor's Office is not able to provide this information on demand. Below please find the instructions on how to access that information in COCI.

The four categories that are eligible for Career Development and College Preparation (CDCP) enhanced funding:

- English as a Second Language (ESL)
- Elementary and Secondary Basic Skills
- Short-term Vocational
- Workforce Preparation

Each course must be checked individually following the instructions provided below:

1- Log into COCI and go to the Program Screen

If you need Support logging into COCI contact us at cociappsupport@openccc.zendesk.com

- **Enter the Course Control Number** into the assigned field (**see below**)
- Press **ENTER**

NOTE: If your course does not have a control number that means it is not approved.

California Community Colleges Curriculum Inventory (COCI)

RESOURCES [dropdown] ACTION MENU

HOME PROGRAMS COURSE

Dashboard

Site Administration

Curriculum Submissions

All Programs

All Courses

Curriculum Reviews

Manage Transfer Curriculum

Programs

Search Criteria

College [Select]

Program Type [dropdown]

Program Status [dropdown]

Program Goal [dropdown]

Course Control Number [CCC0006] **TYPE IN COURSE CONTROL**

Apprenticeship [dropdown]

TOP Code [Select one or more options]

Proposal Create Date [mm/dd/yyyy] [mm/dd/yyyy]

CIP Code [Select]

College Submitter [Select]

Program Award [dropdown]

Program Sub Award [dropdown]

Program Title [text]

Program Control Number [text]

CCCC Reviewer [Select]

CDCP Eligibility Criteria [dropdown]

Date Submitted [mm/dd/yyyy] [mm/dd/yyyy]

Date Approved [mm/dd/yyyy] [mm/dd/yyyy]

Clear Filters Filter Results

2- The program associated with that course will appear on your screen

- If a course is associated with an **APPROVED CDCP PROGRAM(S)** a list will appear as shown in the example below
- Confirm that the **STATUS** indicates **ACTIVE** or **APPROVED**

NOTE: If **NO** list or results appear, this means the course **is NOT** associated with an **ACTIVE** or **APPROVED** CDCP program. Please see **your college curriculum specialist or articulation officer** for further assistance.

The screenshot displays the California Community Colleges Curriculum Inventory (COCI) interface. The top navigation bar includes the logo, 'California Community Colleges Curriculum Inventory (COCI)', and links for 'RESOURCES', 'ACTION MENU', 'HOME', 'PROGRAMS', and 'COURSES'. A left sidebar contains a 'Dashboard' and expandable sections for 'Site Administration', 'Curriculum Submissions', 'All Programs', 'All Courses', 'Curriculum Reviews', and 'Manage Transfer Curriculum'. The main content area features search filters for 'Program Goal', 'Course Control Number' (set to CCC00641288), 'Apprenticeship', 'TOP Code', 'Proposal Create Date', 'CIP Code', 'Program Title', 'Program Control Number', 'CCCCO Reviewer', 'CDCP Eligibility Criteria', 'Date Submitted', and 'Date Approved'. Below the filters are 'Clear Filters' and 'Filter Results' buttons. A table of results is shown below, with a red arrow pointing to the 'Status' column of the first entry. The table has columns: Select, Proposal Create Date, Control Number (SP04), Title (SP02), College, Submitter, Reviewer, Status, Date Submitted, Program Award, Program Sub Award, Program Goal, CBE Program, Action, and Last Updated. The first entry shows a status of 'Active'.

Select	Proposal Create Date	Control Number (SP04)	Title (SP02)	College	Submitter	Reviewer	Status	Date Submitted	Program Award	Program Sub Award	Program Goal	CBE Program	Action	Last Updated
<input type="checkbox"/>	2024-01-22 14:35:40	44038	Marketing and Promotion				Active	2024-04-23 15:33:11	Noncredit program		CTE	No	View History Deactivate	2024-05-12 01:13:11

Showing 1 to 1 of 1 entry

NOTE: It is possible to have **the same course** associated with **multiple approved or active CDCP Programs**. In the example above only one program contains the course.