

New AD-T Program Approval Process

1. New AD-T program is discussed by the department and its division Dean
2. Faculty Developer works with Articulation Officer (AO) to align new degree with current Transfer Model Curriculum (TMC) and prepare articulation documents
3. Program can now be developed in SOCRATES
4. Program moves forward into Tech Review
 - a. Program Narrative must be completed before moving past Tech Review
5. Program moves forward to SCC Curriculum Committee
 - a. First reading
 - i. Faculty developer makes edits to program if necessary
 - b. Second reading
 - i. Program approved by SCC Curriculum Committee
6. Program moves forward to District Curriculum Coordinating Committee (DCCC)
 - a. First reading
 - i. Program approved by DCCC
7. Program moves forward to Board of Trustees
 - a. Program approved by Board of Trustees
8. Program put in CCCCCO status in SOCRATES
9. Instruction Office can now apply for program approval from the California Community Colleges Chancellor's Office (CCCCO)
 - a. Paperwork needed
 - i. Program Narrative
 - ii. TMC
 - iii. C-ID or ASSIST Articulation Information
 - b. All Course Outlines of Record (CORs) in program approved and active in Chancellor's Office Curriculum Inventory (COCI) system before submitting program
10. Program Approved by CCCCCO and receives its State Program ID number
11. Program added to PeopleSoft and cataloged in SOCRATES
12. New program is now ready for next catalog or catalog update

New AD-T Programs can take up to 60 days to be reviewed and approved at CCCCCO. Approval may take longer if CCCCCO reviewer requests revisions.