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Curriculum Committee Minutes

Wednesday, March 18, 2026, 3:00 p.m.
Drescher Hall, Loft (3rd Floor, Room 300-E)
Zoom (guests/members of the public)

Members Present:

Redelia Shaw, <i>Chair</i>	Susan Caggiano	Justice Isaacs	Kevin Roberts
Dione Hodges, <i>Vice Chair</i>	Evelyn Chantani	Sharlene Joachim	Bobby Simmons
Lourdes Arévalo	Rachel Demski	Jesus Lopez	Briana Simmons
Jason Beardsley	Susan Fila	Walt Louie	Olivia Vallejo
Fariba Bolandhemat	Catherine Haradon	Jacqueline Monge	Audra Wells
Walter Butler	Aileen Huang		

Members Absent:

Walker Griffy	Scott Silverman*	Lydia Strong*	NAME
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**Attended via Zoom – voting members of the committee unable to attend in-person may join as a guest on zoom but cannot move or vote on action items.*

(Information items are listed numerically; action items are listed alphabetically)

I. Call to Order and Approval of Agenda

The meeting was called to order at 3:15 pm. Motion to approve the agenda with no revisions.
Motion made by: Walter Butler; **Seconded by:** Fariba Bolandhemat
The motion passed unanimously.

II. Public Comments

None

III. Announcements

Fariba announced the Cloud Computing bachelor’s degree was approved by the Board of Governors! The next step will to be to submit to the Board of Trustees in April, and upload for Chancellor’s Office approval. Congratulations to the CSIS department!

IV. Approval of Minutes

Motion to approve the minutes of March 4, 2026 with no revisions.
Motion made by: Bobby Simmons; **Seconded by:** Susan Caggiano
The motion passed unanimously.

V. Chair’s Report

- The survey results for the curriculum meeting time are posted to the canvas shell. A second survey/vote will happen for the two times that tied in the initial survey (2-4pm and 3-5pm)
- For Women’s History Month, there are features on Jane Addams and Septima Poinsette Clark
- Today’s TOP-CIP presentation will be posted to the canvas shell soon for reference

VI. Information Items

1. Common Course Numbering Updates – Susan Caggiano
 - No major updates to CCN. The Chemistry Lab faculty surveys have gone out – Susan forwarded the survey to Jennifer Hsieh and Kevin Roberts
2. Cal-GETC Updates – Olivia Vallejo
 - No updates to Cal-GETC
3. TOP-CIP Transition Project Updates – Rachel Demski
 - An overview of the TOP to CIP code transition project, including the history, timelines, and work to be completed. Please see page 3 of the minutes for the presentation.

VII. Action Items

Common Course Numbering requires identical language in the following fields, from the Common Course Numbering templates: prefix, course number, course title, course description, minimum units, prerequisites/corequisites, course content, course objectives/outcomes, methods of evaluation, and textbooks. Optional additional language is indicated by an asterisk where applicable. Fields that are not included in the template (such as Methods of Presentation, Sample Assignments, etc.) do not currently have requirements and are at the discretion of the department.

Courses

- a. ANTH C1000 Introduction to Biological Anthropology with Lab (*formerly ANTHRO 5*)
 - Common Course Numbering Change (Effective Fall 2027)
Motion to approve common course numbering changes to ANTH C1000 (formerly ANTHRO 5) with no additional revisions.
Motion made by: Susan Caggiano; **Seconded by:** Bobby Simmons
The motion passed unanimously.
- b. ANTH C1001 Introduction to Biological Anthropology (*formerly ANTHRO 1*)
 - Common Course Numbering Change (Effective Fall 2027)
Motion to approve common course numbering changes to ANTH C1001 (formerly ANTHRO 1) with no additional revisions.
Motion made by: Bobby Simmons; **Seconded by:** Dione Hodges
The motion passed unanimously.
- c. Changes to degrees, certificates, and program maps as a result of courses considered on this agenda
Motion to approve changes to degrees, certificates, and program maps as a result of courses considered on this agenda.
Motion made by: Jason Beardsley; **Seconded by:** Jesus Lopez
The motion passed unanimously.

VIII. New Business

None

IX. Old Business

None

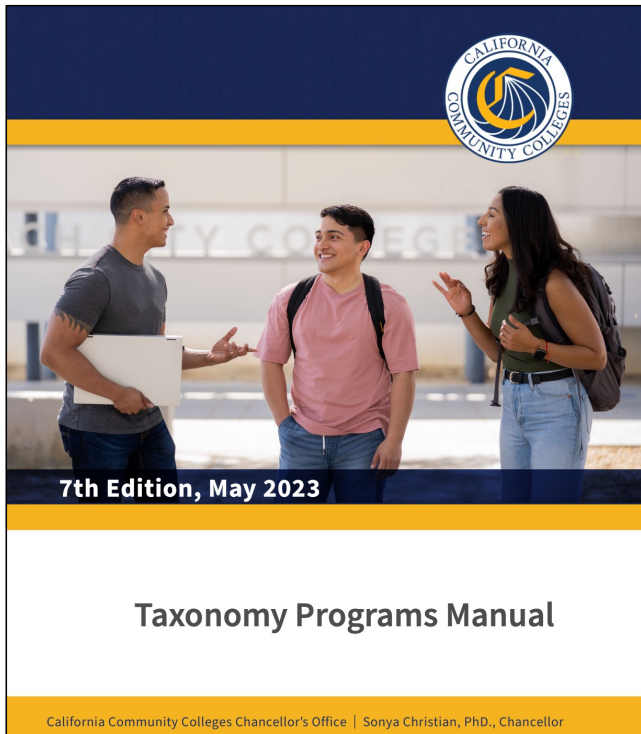
X. Adjournment

Motion to adjourn the meeting at 3:45 pm.

Motion made by: Kevin Roberts; **Seconded by:** Aileen Huang
The motion passed unanimously.

TOP to CIP Code Transition Project

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9



CIP THE CLASSIFICATION OF INSTRUCTIONAL PROGRAMS

CIP 2020 Change Year

Quick CIP Go

Search Options FAQs Resources Help Contact CIP Wizard

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.)

[Expand All](#) [Collapse All](#)

- 01) AGRICULTURAL/ANIMAL/PLANT/VETERINARY SCIENCE AND RELATED FIELDS.
- 03) NATURAL RESOURCES AND CONSERVATION.
- 04) ARCHITECTURE AND RELATED SERVICES.
- 05) AREA, ETHNIC, CULTURAL, GENDER, AND GROUP STUDIES.
- 09) COMMUNICATION, JOURNALISM, AND RELATED PROGRAMS.
- 10) COMMUNICATIONS TECHNOLOGIES/TECHNICIANS AND SUPPORT SERVICES.
- 11) COMPUTER AND INFORMATION SCIENCES AND SUPPORT SERVICES.
- 12) CULINARY, ENTERTAINMENT, AND PERSONAL SERVICES.
- 13) EDUCATION.
- 14) ENGINEERING.
- 15) ENGINEERING/ENGINEERING-RELATED TECHNOLOGIES/TECHNICIANS.
- 16) FOREIGN LANGUAGES, LITERATURES, AND LINGUISTICS.
- 19) FAMILY AND CONSUMER SCIENCES/HUMAN SCIENCES.
- 21) RESERVED.
- 22) LEGAL PROFESSIONS AND STUDIES.



The History

- **1973:** the CCCCO creates TOP Codes (Taxonomy of Programs) to organize curriculum of varying titles with shared content
 - Ex: FILM 1 at SMC / CINEMA 107 at LA Valley = TOP 0612.00 Film Studies
- **1979:** the federal government creates CIP Codes (Classification of Instructional Programs) with the same purpose as TOP codes
- **2013:** last update to TOP codes (no future updates planned)
- **2020:** last update to CIP codes (updated every 10 years – next update 2030)
- **2027:** retire TOP codes and move all courses/programs to CIP codes



TOP Codes vs. CIP Codes

TOP Codes

- 6 digit code: 0000.00
 - First two digits indicate discipline
 - Next two digits indicate subdiscipline
 - Last two digits indicate the field or specialty of the subdiscipline
- Ex:
 - 06 – Media and Communications
 - 0612 – Film Studies
 - 0612.00 – Film Studies
 - 0612.10 – Film History and Criticism
 - 0612.20 – Film Production

CIP Codes

- 6 digit code: 00.0000
 - First two digits indicate discipline
 - Next two digits indicate subdiscipline
 - Last two digits indicate the field or specialty of the subdiscipline
- Ex:
 - 50 – Visual and Performing Arts
 - 05.06 – Film/Video and Photographic Arts
 - 50.0601 – Film/Cinema Studies
 - 50.0602 – Cinematography and Film/Video Production
 - 50.0605 – Photography
 - 50.0607 – Documentary Production
 - 50.0699 – Film/Video and Photographic Arts, Other



The Timeline

**Mar
2026**

**Crosswalk
finalized –
COCI
updated**



**Fall
2026**

**All new
proposals
in META
must
include
CIP codes**



**Dec
2026**

**All existing
courses/
programs
must have
CIP codes
assigned**



**Spring
2027**

**Final
reporting
of TOP
codes to
state**



**Fall
2027**

**TOP codes
are retired,
only CIP
codes
moving
forward**



The Work

Courses

- We have 2,000+ courses
- Each course needs to be updated across 3 systems
 - META
 - COCI
 - WebISIS

Programs

- We have 200+ programs
- Each course needs to be updated across 3 systems
 - META
 - COCI
 - WebISIS

All course and program files need to be manually updated

Current Status

- We're running a comparison between all courses/programs, their associated TOP, and how it aligns with the new crosswalk.

TOP Code - TOP Title 1 ^	TOP Code CTE Flag	CIP Code - CIP Title 2 ^	CIP CTE Flag
0612.20 - Film Production	CTE	32.0107 - Career Exploration/Awareness Skills	Noncredit CIP
0612.20 - Film Production	CTE	32.0111 - Workforce Development and Training	Noncredit CIP
0612.20 - Film Production	CTE	50.0504 - Playwriting and Screenwriting	Not CTE
0612.20 - Film Production	CTE	50.0602 - Cinematography and Film/Video Production	CTE
0612.20 - Film Production	CTE	50.0699 - Film/Video and Photographic Arts, Other	Other

- Many TOP codes have 1-to-1 alignments
Ex: while TOP code 0612.20 Film Production *could* align with five separate CIP codes, only one of the CIP codes is CTE



Questions?

- Do all courses/programs need to be resubmitted through curriculum?
 - No, we'll update all files on the admin side of META, COCI, and WebISIS
- Do SAM codes need to be updated?
 - Not at this time – we haven't received any directive that SAM codes will need to be reviewed/updated
- Will more information be available?
 - Yes! Once more data is finalized, we'll offering additional information and possible trainings
- What about CIP codes for statewide curriculum (ADTs, Common Course Numbering)?
 - CIP codes for ADTs and CCNs will be assigned automatically by the Chancellor's Office
- Who do I contact if I have questions?
 - Send an email to the tech review team (Redelia, Dee Dee, Rachel, and Olivia)