

CALIFORNIA COMMUNITY COLLEGES

CHANCELLOR'S OFFICE

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DATE: June 19, 2017 AA 17-35
VIA E-MAIL

TO: Chief Instructional Officers
Academic Senate for California Community Colleges

FROM: Jackie Escajeda
Dean, Intersegmental Programs and Credit Curriculum

SUBJECT: Chancellor's Office Curriculum Inventory 2.0 Update

The Chancellor's Office will be working with the California Community College (CCC) Tech Center and Governet, June 26 to July 5, 2017, to migrate all colleges in Phase 2 and 3 from Chancellor's Office Curriculum Inventory (COCI) 1.0 to COCI 2.0. On June 26, COCI 1.0 will be set at "read only" for **ALL** users; you will not be able to submit new or modified courses and programs in this mode. For courses, certificates, and programs in the Revision Request status, Course Outline of Records (CORs), and other attached documents for proposals *may* not transfer; therefore, each college should copy all Revision Request notes in order to complete the creation of a proposal in COCI 2.0. Once the Chief Instructional Officer's access is turned off on June 26, 2017, colleges will no longer be able to see Revision Request notes in "read only" status.

Once the migration is complete, college and user accounts will be configured. Twice daily introductory trainings have been scheduled from July 5 to July 20, 2017, with the exception of July 13-15, due to the Academic Senate for California Community Colleges Curriculum Institute. Live, in-person support will be available during the Curriculum Institute, where several sessions will focus on the efforts to streamline the curriculum processes. The introductory training is targeted towards Curriculum Specialists, but it is open to everyone. Please see the Introductory Training Schedule to select your training date (chart on page 2) and RSVP at:

https://www.eventbrite.com/e/coci-introductory-training-registration-35463588548?ref=enivtefor001&utm_source=eb_email&utm_medium=email&utm_campaign=inviteformalv2&ref=enivtefor001&utm_term=attend&password=COCI2017

INTRODUCTORY TRAINING SCHEDULE:

DATE	EVENT
June 25, 2017	Last day to retrieve: 1. Revision requested comments for courses, certificates, and programs returned by the Chancellor's Office. 2. Any COR's, or any other documents that might be needed when creating courses, certificates, or programs in COCI 2.0.
June 26, 2017	All colleges will be switched to view-only status. Colleges will not be able to see revision requested notes or retrieve COR's and other documents.
July 5, 2017	COCI 2.0 will be open for business.
July 5-7, 2017	User training
July 10-12, 2017	User training
July 17-20, 2017	User training –Final Offering

If you have any questions, please email them to CITechIssues@cccco.edu. The

cc: Dolores Davison, Academic Senate for California Community Colleges
Virginia Guleff, Chief Instructional Officers