Course Data Elements

DED#	DATA ELEMENT NAME	FORMAT
CB03	**COURSE-TOP-CODE**	**X(06)**

The Taxonomy of Programs (TOP) code should be assigned which best indicates the subject matter of the course. The TOP code assigned to a course is not to be linked to the TOP code of a particular program for Chancellor's Office approval purposes.

See the Taxonomy of Programs manual for the specific code and their values.

Academic Affairs website, under Resources:
http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/Curriculum.aspx

Curriculum Inventory:
http://curriculum.cccco.edu/ReportsPublic/CoursesReport/Report

Course Data Elements

CB03 COURSE-TOP-CODE

Processing Edits	
FIELD CHECK	Must be one of the TOP codes provided by the Academic Affairs division of the Chancellor's Office.
INTEGRITY CHECK	These checks are also in Noncredit Category (CB22).
	If CB22 = A (ESL), CB03 must = 4930.84 – 4930.87, 4931.00.
	If CB22 = B (Citizenship for Immigrants), CB03 must = 2201.20, 2205.00, 2207.00, or 4930.90.
	If CB22 = C (Elementary & Secondary Basic Skills), CB03 must be one of the basic skills TOP code, except ESL, as specified in the TOP code manual and CB08 (COURSE-BASIC-SKILLS-STATUS) must = B.
	If CB22 = D (Health & Safety), CB03 must = one of the following: 0835.10, 0835.70, 0835.80, 0837.00, 0899.00, 1299.00, 1306.00, 1306.99, 2104.00, 2104.40, 2104.50, 2105.30, 2133.00, or 2199.00.
	If CB22 = E (Courses for Persons with Substantial Disabilities), CB03 must = any valid TOP code except those used for Basic Skills.
	If CB22 = F (Parenting) CB03 must = 1305.00 – 1305.90, or 1308.00
	If CB22 = G (Home Economics) CB03 must = 1301.00 – 1399.00.
	If CB22 = H (Courses for Older Adults) CB03 must = any valid TOP code except those used for basic skills.
	If CB22 = I (Short-term Vocational) CB03 must = any vocational TOP code except 4931.00 and the SAM Priority Code (CB09) must = A, B, C, or D.
	If CB22 = J (Workforce Preparation) CB03 must = one of the following: 4930.10 – 4930.13, 4930.71, 4930.72

Course Data Elements

CB03 COURSE-TOP-CODE

Change History
Revision: 10/01/00 The Taxonomy of Programs (TOP) code should be assigned which best indicates the subject matter of the course. The TOP code assigned to a course is not to be linked to the TOP code of a particular program for Chancellor's Office approval purposes. Revision: 02/01/91 Changed format from 999v99 to X(06) Implement: 06/01/89