



ADMINISTRATIVE PROCEDURE

4050

DESERT COMMUNITY COLLEGE DISTRICT

ARTICULATION

Articulation with Post-Secondary Institutions

Articulation is the process of developing a formal, written, and published agreement that identifies courses (or sequences of courses) at a “sending” institution that are comparable to, or acceptable in lieu of, specific course requirements at a “receiving” institution.

Successful completion of an articulated course assures the student and the faculty that the student has taken the appropriate course, received the necessary instruction and preparation, and that similar outcomes can be assured, enabling progression to the next level of instruction at the receiving institution.

Course articulation agreements are classified under the following categories:

- Courses accepted for baccalaureate credit;
- Transfer credit agreement;
- General education-breadth agreements;
- Course-to-course agreements;
- Lower division major preparation agreements

The process of developing and reviewing curriculum and coursework to determine course comparability between institutions rests with the faculty at the respective institutions. Faculty members in each discipline are responsible for the review of course content, the identification of comparable courses, and the authorization of acceptance of specific courses for transferring students.

The Articulation Officer is responsible for the following:

- Initiating faculty-approved articulation agreements between institutions of higher education.
- Serving as a consultant to faculty and academic units, providing needed materials and information about course articulation proposals and acceptances.
- Serving as an advocate for the faculty and the college’s academic programs.
- Serving as an advocate for the other articulating institution, responsible for accurately communicating and conveying information and concerns about that institution’s curriculum to the faculty.
- Serving as a moderator and mediator of problems or disagreements between the faculties of the college and the articulating institutions.
- Serving as the college’s liaison to the segmental system-wide office – often responsible for disseminating policy changes and update information.
- Serving on Curriculum Committee.

- Disseminating current, accurate articulation data to appropriate departments, staff, students, and articulating institutions.
- Facilitating institutional participation in intersegmental programs.

Formal programs/documents shall be maintained with public and private (independent) articulating institutions. Formal articulation documents shall be maintained with both the University of California (UC) and California State University (CSU) systems. All UC and CSU system-wide and campus-specific articulation agreements shall be maintained in the official statewide articulation repository known as ASSIST, the Articulation System Stimulating Inter-Institutional Student Transfer.

References:

**Education Code Sections 66720-66744;
Title 5 Sections 51022 subdivision (b) and 55051;
Accreditation Standard 2;
Section 55753.5, CSU Executive Order 595, Handbook of California Articulation
Policies and Procedures**

Administrator: VP Instruction

Cabinet Approval Date: August 31, 2010

Executive Cabinet Review: September 30, 2024

Educational Policies and Practices Committee Review/Approval, 1st Reading: November 7, 2024

Educational Policies and Practices Committee Review/Approval, 2nd Reading: December 5, 2024

All Faculty Senate Review/Approval, 1st Reading: December 12, 2024

All Faculty Senate Review/Approval, 2nd Reading: February 13, 2025

College Planning Council Review/Approval, 1st Reading: February 28, 2025

College Planning Council Review/Approval, 2nd Reading: March 14, 2025

Board Meeting/Information Item: April 10, 2025

Next Review: 2026-2027