SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE PROCEDURE   **4050**

ARTICULATION

Because the responsibility for articulation rests with the faculty, each college in the San Bernardino Community College District has an articulation officer assigned to facilitate the activities associated with the processes of articulation. These processes follow the guidelines set out in the *2001 Handbook of California Articulation Policies and Procedures* developed by the California Intersegmental Articulation Council (CIAC). This handbook covers policies and procedures for all segments of the California higher education systems including both public and private institutions.

The articulation processes include, but are not limited to, the following:

1. Annual review of board approved courses for the Transfer Course Agreement (TCA) for the University of California Office of the President.
2. Annual review of board approved courses for the California State University Baccalaureate List (CSU Baccalaureate List.)
3. Annual review of TCA approved courses for the Intersegmental General Education Transfer Curriculum (IGETC) requirements.
4. Annual review of CSU Baccalaureate List approved courses for the California State University General Education Breadth (CSU GE Breadth) requirements.
5. Quarterly review and update of articulation information in ASSIST (Articulation System Stimulating Inter-institutional Student Transfer) database.
6. Consultation with faculty regarding course outline requirements and articulation procedures and timelines.

The Articulation Officers at each college in the San Bernardino Community College District are responsible for the development, maintenance, and distribution of articulation agreements.   The Administration of each college will ensure that the Articulation officers have sufficient time to perform their duties as described in the CIAC *2001 Handbook of California Articulation Policies and Procedures.*

References:
Title 5, Section 51022(b);
Accreditation Standard II.A.6.a

Approved: June, 2006