Dear California Community College Colleagues:

Below please find the update schedule for the upcoming 2017-18 TCA cycle. As in previous years, we will only review courses submitted on or before the 25th of your assigned month, though you are able submit in New ASSIST at any time.

JUNE	JULY	AUGUST
Allan Hancock	Barstow	American River
Alameda	Butte	Antelope Valley
Berkeley City	Clovis	Bakersfield
Cabrillo	Cuyamaca	Canyons
Canada	Desert	Cerritos
Chabot	Feather River	Cerro Coso
Columbia	Fresno	Chaffey
Contra Costa	Grossmont	Citrus
Copper Mtn	Imperial	Coastline
Cuesta	Lassen	Cosumnes River
Diablo Valley	LA City	Crafton Hills
Foothill	LA Harbor	Cypress
Glendale	LA Mission	DeAnza
Golden West	LA Southwest	East LA
Hartnell	LA Trade Tech	El Camino
LA Pierce	Los Medanos	Evergreen
Lake Tahoe	Mendocino	Folsom Lake
Laney	Mira Costa	Fullerton
Las Positas	Monterey	Gavilan
Merritt	Napa Valley	Irvine
Modesto	Orange Coast	LA Valley
Moorpark	Palo Verde	Long Beach
Moreno Valley	Porterville	Marin
Mt San Jacinto	Reedley	Merced
Norco	Rio Hondo	Mission
Ohlone	Riverside	Mt St. Antonio
Oxnard	Saddleback	Sacramento
Palomar	Santa Rosa	San Bernardino Valley
Pasadena	Santiago	San Diego City
Redwoods	Sequoias	San Diego Mesa
San Francisco	Shasta	San Diego Miramar
San Joaquin Delta	Skyline	San Jose
San Mateo	West Hills Coalinga	Santa Ana
Santa Monica	West LA	Santa Barbara
Siskiyous	Woodland	Sierra
Southwestern		Solano
Ventura		Taft
Victor Valley		West Hills Lemoore
Yuba		West Valley

As noted in a previous communication to the listserv sent by Nancy Purcille, we will not conduct a second review period this year.

While the new system does not require you to review and mark up a PDF of your TCA, we ask that you do review your TCA for accuracy.

Courses are reviewed for the upcoming academic year, 2017-18. You should submit outlines for:

- o New courses
- o Courses with a decrease in units
- o Courses that have changes in:
    - ➢ Prerequisite(s)
    - ➢ Corequisite(s)
- o Courses with significant or substantive changes, including changes in:
    - ➢ Content
    - ➢ Course Objectives

For guidance on submitting courses in New ASSIST, please contact Ryan Novero (rnovero@assist.org) or Lindsey Caputo (lindsey@assist.org).

Resources and Reminders:

- Textbook requirements: http://ucop.edu/transfer-articulation/transferable-course-agreements/tca-policy/textbook-requirements.html

- Special regulations for courses in specific subject: http://ucop.edu/transfer-articulation/transferable-course-agreements/tca-policy/regulations-by-subject-area.html

- Courses submitted for IGETC must first be approved for your TCA. Courses denied approval for the TCA cannot be considered for IGETC.

- The comments section can be used to include any supplemental information that will aid in the course review (e.g. "books are classics"; "comparable to HIST 10 at UC Davis", etc.).

- If you do not plan to update your TCA this year, notify me by email and copy Holly Deme at ASSIST (holly@assist.org).

If a course you submitted for review last summer or fall was placed under faculty review and you never received a response, please feel free to resubmit this summer. Any supplemental information you can provide (e.g. a UC or approved CCC course that you believe your course is comparable to) is very helpful in the review process.

If you have any questions or concerns about TCA procedures or the transferability of your college's courses, please contact me at jennifer.forsberg@ucop.edu and copy Nancy Purcille (nancy.purcille@ucop.edu) and Kate Fitzpatrick (Katherine.fitzpatrick@ucop.edu). Thank you for your assistance with this important project.

Jennifer

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