

Chapter 4 – Academic Affairs

AP 4050 Articulation

References:

Title 5 Section 51022(b); Accreditation Standard II.A.6.a; Section 55753.5, CSU Executive Order 595, Handbook of California Articulation Policies and Procedures

Articulation with Post-Secondary Institutions

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

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; and
- 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 campus 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 home campus and the articulating institutions;

- serving as the campus liaison to the segmental system-wide office – often responsible for disseminating policy changes and update information;
- serving on Educational Design Committee and Curriculum and Instruction Council;
- managing and updating campus articulation data and information;
- disseminating current, accurate, articulation data to appropriate departments, staff, students, and campuses;
- facilitating campus participation in intersegmental programs (i.e., C-ID, ASSIST, ICC, ICAS, counselor conferences, and segmental meetings); and
- advocating for the transfer student and seeking to ease the transfer process.

The Mt. San Antonio College Catalog contains the most recent information regarding articulation with high schools, ROPs, and Adult Schools. This document is updated annually for currency and correctness.

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