

2025 Common Course Numbering Articulation Policy (CCNAP)

SPA/SPN/SPAN 103Z First-year Spanish III

CCN Spanish Subcommittee

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****[715-025-0070](https://www.oregon.gov/HECC/715-025-0070)** institutions that do not offer an equivalent of this course are not required to participate in the CCNAP.

Approved Course Information

Course Subject Code and Number: SPA/SPN/SPAN 103Z

Course Title: First-year Spanish III

Course Credits: 4

Course Description: Builds on foundational skills of Spanish 102Z including the language, cultural practices, and perspectives of Spanish-speaking communities both locally and globally. Continues to cultivate communicative skills such as listening, speaking, reading, writing, and intercultural competence through conversation, cultural exploration, and other activities. Designed for those who have completed two terms of college-level Spanish (or equivalent) as the third of three in the sequence of First-year Spanish courses (SPA/SPN/SPAN 101Z, 102Z, and 103Z). Students who successfully complete Spanish 103Z are ready to take the sequence of Second-year Spanish courses (Intermediate).

If you have experience speaking Spanish at home, in your community, or abroad, please consult with the instructor to make sure this class is the best for your level.

Course Learning Outcomes:

1. Interpret common cultural cues with respect to everyday interactions and situations. (Intercultural Competence)
2. Participate in interactions on familiar topics combining and recombining learned words and phrases. (Interpersonal communication - Speaking & Writing)
3. Provide information about familiar topics with greater specificity and detail. (Presentational Speaking & Writing)
4. Identify the main ideas in short spoken messages, presentations, interactions, and a variety of media. (Interpretive Listening & Reading)

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Teach Out Plan:

The committee recommends that the 2026-2027 academic year be designated as a teach-out year for any student who began the First-year Spanish series prior to Fall 2026. As the topics in the newly aligned SPA/SPN/SPAN 101Z, 102Z, and 103Z may differ from those taught in the unaligned (pre-Z) courses, students could miss topics by switching mid-series.

The proposed teach-out will facilitate completion by students already on that schedule. All institutions should be allowed to offer the pre-Z SPA/SPN/SPAN courses alongside the CCN aligned courses for the first academic year (2026-2027) in which the new CCN courses are adopted. This minimizes the

negative impact on students who need to finish the series if they have completed at least one course in the series. Beginning Fall 2027, only SPA/SPN/SPAN 101Z, 102Z, and 103Z should be offered.

Required to begin appearing in this catalog year: 2026-27

Maintenance Considerations

OAR 715-025-0110: "The Transfer Council shall ensure the ongoing alignment of courses subject to Common Course Numbering Articulation Policies (CCNAP) between institutions."

The CCN Spanish Subcommittee recommends this course to be examined for ongoing alignment between institutions using the following Maintenance and Review Schedule:

The subcommittee plans to continue meeting to work on aligning the next Spanish series (the one-year sequence of courses that follow immediately after 103Z). We recommend using the following review cycle for SPA/SPN/SPAN 101Z, 102Z, 103Z:

Annual reviews: There will be an annual review cycle of these courses with a twofold purpose: (1) to review the transfer effectiveness of the courses and (2) to gather information about challenges, concerns, or changes needed from the public universities and community colleges. Annual reviews are to start **winter term 2028** and will collect data on the courses, for the purpose of a more substantive review.

Triennial reviews: Every third year— **beginning 2031**, we will conduct a deeper review of the alignment of these courses; this is the only time that the subcommittee will consider a vote to modify the aligned content of the course, using the previous years of data. The choice in these third-year reviews will be to either affirm our existing alignment decisions or to revise a particular aspect to keep our curriculum based on the data gathered from the previous two years. During third-year reviews, the subcommittee will also decide on a review cycle, going forward. We would like as many members (as possible) of the original subcommittee to be invited to participate in these discussions. Historical memory and original context will be useful in informing future decisions.

Items for consideration when a course is reviewed as part of the maintenance and review schedule:

A minority report was submitted when this course was approved. Evaluate whether the credits assigned meet the needs of the course.

Institutional Changes in Credits after Alignment

In the table below, list the course whose course description and course learning outcomes aligned most closely to the course in this CCNAP prior to CCN alignment. Only list institutions for which there was a change in total course credits. For separate lecture and lab courses, count the total number of credits for both, not the credits for individual lecture and lab courses. An example has been included in the table below.

Institution	Course Number and Title	Credits before alignment	Credits after alignment	Change in credits (e.g., +1 credit or - 1 credit)
LCC, MHCC, U of O	SPA/SPN/SPAN 103Z First-year Spanish III	5	4	-1

From the 2025 CCN Spanish Subcommittee Members:

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Overview

Each year, the Transfer Council (TC), in collaboration with the Higher Education Coordinating Commission (HECC), approves a plan for the development of Common Course Numbering Articulation Policies (CCNAPs) by selecting a set number of introductory or lower-division, highly transferred courses that would benefit from standardized content and numbering. Once courses are selected, the TC appoints a faculty subcommittee comprising representation from faculty. The selection rule ([OAR 715-025-0065](#)) is part of Oregon's ongoing effort to enhance credit transferability and facilitate degree progress for students across institutions.

Each faculty subcommittee appointed by TC collaborates to create CCNAP recommendations for all components of each selected course as outlined in the CCN Framework, ensuring that content aligns with educational goals and transfer objectives. Each finalized CCNAP ensures that course content, competencies, and numbering are consistent statewide, providing students with a seamless credit transfer experience while maintaining academic integrity and coherence across institutions.

This document serves as a statewide policy guiding the development and alignment of Common Course Numbering Articulation Policies (CCNAPs) for **SPA/SPN/SPAN 103Z First-year Spanish III** at Oregon's participating post-secondary institutions. CCNAPs ensure that courses with similar content and competencies are standardized in terms of course number, subject code, title, course description, credits, course learning outcomes, and the Z-designator, located in the last place of the course number field.

The following information represents the recommendation of **2025 CCN Spanish Subcommittee's** alignment work and discussions for **SPA/SPN/SPAN 103Z First-year Spanish III** as well as the information approved by the Transfer Council on November 20, 2025.

Common Course Numbering

[SB 233 \(2021\)](#) established the common course numbering (CCN) system in Oregon. This includes but is not limited to accepting a transfer of academic credit for each course that is subject to a CCNAP as if the academic credit was earned at the institution that is accepting the transfer of academic credit with respect to:

- The total amount of academic credit awarded;
- Satisfying general education requirements for graduation; and

- Satisfying any requirements for a major in a baccalaureate or associate degree program.

Additionally, public post-secondary institutions must recognize and abide by all rights and guarantees outlined in Oregon Revised Statute (ORS) [350.423](#) and Oregon Administrative Rules (OAR) [715-025-0065 through 0115](#).

Finally, an institution may not offer a course similar in course description and course learning outcomes to a course with a CCNAP. Courses that are deemed similar (i.e., articulated as equivalent upon transfer) must adopt the relevant CCNAP.

Transfer Council Decisions

The Transfer Council unanimously voted to recommend to institutions that due to changes in course information under [OAR 715-025- 0065 through 0115](#), colleges and universities should ensure students' academic progress is not disrupted. Courses completed before CCN changes should count toward graduation, even if requirements shift. Holding students harmless means honoring their efforts, supporting them through transitions, and keeping learning— not compliance—the central focus. CCN course information should be adopted as written without exception. For more detailed information on what can be added to the course description and course learning outcomes, see the CCN Framework below. And for more general information, see CCN Reports and Memos on the [Educator Resources—Common Course Numbering](#) webpage.

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Common Course Numbering Framework

The Common Course Numbering (CCN) Framework was developed in 2022 by the Systems and Operations Subcommittee and was officially approved by the Transfer Council October 21, 2022. Pursuant to Senate Bill 233 (2021) and [ORS 350.423](#), the Framework establishes requirements for aligning key course elements including subject/subject code and course number, credits, course description, title, and course learning outcomes. The CCN Framework was subsequently updated with clarifying examples and implementation guidance and approved by the Transfer Council at its April 18, 2024 meeting. The following framework provides further clarification and clarity, based on feedback provided by institutions during the first four years of CCN.

Course Element	Implementation Guidance
Course Designator	There must be a common course designator, and it will be a capital Z in the final position in the course number field, with no spaces (e.g., MATH 111Z or MATH 111HZ).
Subject	Subjects must match.
Subject Code (Prefix)	Subject codes must match. Existing subject codes may be retained if they are abbreviated differently (e.g., HIST and HST are both allowed).
Course Number	The course number must match (e.g., 111Z).
Course Credit	Course credits must match. Course credits for separate lecture/lab courses may be approved as a total number of credits for both lecture and lab. As per the CCN OARs (715-025-0075), “any course for which a CCNAP is developed must be the same number of credits at each institution. If a CCNAP is developed that is greater than the least number of credits currently awarded for the course governed by the proposed CCNAP, the subcommittee must provide justification to the Council so that it can consider the issue at the time of adoption.”
Course Description	Course descriptions must match. Institutions may add • Course requisites/pre-requisites • Information linking a course to a previous iteration of the course Example: Approved course description with allowed additions (showing added course requisites or what is required to enroll in the course and prerequisites, in italics). WR 121Z engages students in the study and practice of critical thinking, reading, and writing. The course focuses on analyzing and composing across varied rhetorical situations and in multiple genres. Students will apply key rhetorical concepts flexibly and collaboratively throughout their writing and inquiry processes. <i>Previously WR 121. Prereq: SAT Reading or SAT Writing score below 37, or ACT verbal score below 32, or equivalent.</i>
Course Learning Outcomes	Course learning outcomes must match. Institutions may add • One additional local course learning outcome. • Additional learning outcomes specific to categorical institutional requirements such as information literacy or general education. These will not count as the “one additional...outcome,” above. Example: Approved course learning outcomes with allowed additions (showing the addition of one local course learning outcome and allowed categorical institutional requirements for WR 121Z, in italics). 1. Apply rhetorical concepts through analyzing and composing a variety of texts; <i>(WR1)(WR3)(CCN)</i> 2. Engage texts critically, ethically, and strategically to support writing goals; <i>(WR1)(IL2)(IL4)(CCN)</i>

Course Element	Implementation Guidance
	3. Develop flexible composing, revising, and editing strategies for a variety of purposes, audiences, writing situations, and genres; (WR1)(CCN) 4. Reflect on knowledge and skills developed in this course and their potential applications in other writing contexts; (WR1)(WR3)(CCN) 5. <i>Identify and apply some basic elements of information literacy and critical thinking such as locating and analyzing sources, evaluating evidence, and answering objections; (WR1)(WR2)(IL1)(IL2)(IL3)(IL4)(IL5)</i>
Course Title	Course titles must match. Institutions may use different punctuation or Arabic/Roman numerals in course titles. Note: The course title will not be the required primary designator for the common course numbering system courses. Example: MTH 111Z Precalculus I: Functions (approved title) Precalculus 1 - Functions (with allowed Arabic numeral and punctuation)

Approved Information for CCNAP Lecture/Lab Courses

For CCN Courses with a Separate CCNAP for Lecture and Lab:

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1. Transfer Council approves a uniform number of credits for both lecture and lab (under two, separate CCNAPs).
 - a. Institutions may determine the credit distribution between the two courses, but their combined credits must equal the approved total.
 - b. Institutions must assign a minimum of one credit for all courses with a CCNAP.
2. If the lecture and lab are
 - a. Two separate courses, meaning a stand-alone lecture and stand-alone lab with separate CCNAPs for each course, both courses **MUST** be completed successfully to articulate as a completed Z-lecture and lab.
3. Institutions **MUST** offer BOTH the lecture and the lab as separate courses, though institutions may decide if the lecture and lab will be offered in the same or different quarters.
4. An institution may only require a student to retake the part of a separate lecture and lab course in which they failed to meet institutional requirements, as outlined in [ORS 715-025-0100, section 4.](#)

For CCN Courses with a Single CCNAP for Lecture and Lab:

1. The Transfer Council approves a uniform number of credits for the course (lecture and lab under one CCNAP).
2. Institutions **MUST** offer BOTH the lecture and the lab as one course.
3. If the lecture and lab is
 - a. One course with one CCNAP for both the lecture and lab, the entire course **MUST** be completed successfully to articulate as a completed Z-lecture and lab.

Course Sequence Completion Plans

All sequential courses will provide a teach out plan which outlines how institutions will help current students complete a course sequence if courses in a sequence have become subject to a CCNAP, as per [ORS 715-025-0105](#). For the CCNAP, sequential courses are defined as courses that are inter-dependent (e.g., requisites) and may or may not need to be taken in a certain order.

Note: If a CCNAP is part of a course sequence, insert the plan here; otherwise, omit this section.

CCNAP Termination

If an institution decides to terminate a course covered by a CCNAP, it must notify the Transfer Council. Students who were enrolled in that course at the time of its termination continue to have the rights and guarantees under the CCNAP for at least seven academic years following the year of termination (OAR 715-025-0105).

Date: November 20, 2025

Provide copies to

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