



ACADEMIC SENATE
for California Community Colleges
LEADERSHIP • EMPOWERMENT • VOICE

MQs Equivalence Cross-listing

- **ASCCC Spring 2024 Curriculum Regionals**
- South: Santa Ana College – February 24, 2024
- Central Valley: College of the Sequoias – March 1, 2024
- North: DeAnza College – March 2, 2024



Presenters

- Erik Reese, ASCCC Area C Representative; 5C Member
- Manuel Velez, ASCCC Vice-President
- Eric Wada, ASCCC North Representative; ICAS Member



Welcome to our session on Minimum Qualifications, Equivalency, and Cross-listing!

If you've ever found yourself puzzled by the intricacies of assigning courses to disciplines or unsure about the practice of cross-listing, you're in the right place. Navigating the process of placing courses into disciplines can be complex and confusing for curriculum committees.

In this session, we'll delve into the definitions and considerations surrounding cross-listing, as well as explore options for assigning courses to disciplines, with a focus on the impacts for students and articulation.

We'll also provide an overview of the disciplines list and its revision process, review minimum qualifications requirements, and discuss equivalency principles and criteria.

Join us as we navigate these important topics and work towards a deeper understanding of how to effectively assign courses and ensure equitable opportunities for faculty and students alike



Basic Considerations

- Determine the minimum qualifications necessary to teach a course. (Who should be included in these discussions?)
- Local academic senates maintain responsibility for placing courses in disciplines [\(§53200\(c\)\(1\)\)](#).
- All credit & noncredit courses **must** be placed within a discipline or disciplines.
- For multi-college districts, is discipline alignment considered for the same or similar courses?



Assigning Courses to Disciplines

- [Title 5 §53200](#)(c): “(1) Curriculum, including establishing prerequisites and **placing courses within disciplines**” ...also known as the 10+1!
- Equivalency: Ed. Code [§87359](#)(b)
- Minimum Qualifications: Ed. Code [§87360](#)(b)
- Reminder: Education Code section [§87360](#) requires that sensitivity to and understanding of diversity be included in the district’s final hiring criteria.
- The [CCCCO Disciplines List](#) specifies minimum qualifications for each discipline. Annual updates are possible via recommendations from the ASCCC to the BOG
- A college/ district may establish additional hiring criteria which are *more* rigorous than the state-established MQs, but cannot be less rigorous.



Table Talk

- What is your current process to assign courses to discipline(s)?
- Where is the course discipline assignments housed?
- For courses that are cross-listed, how are the disciplines assigned to courses?
- If your noncredit courses are housed in the credit division, do you assign only noncredit minimum qualifications?
- Do you feel like you understand the MQ/Equivalency process and how it is linked to curriculum?



Terminology

- Minimum Qualifications (MQs)
- Equivalency
- Cross-listing
- Course Outline of Record (COR)
- Discipline vs Course
- Course ID Number (CID)
- Course Designators
- Taxonomy of Programs (TOP) Code
- Transfer model curriculum (TMC)
- Associate degree for transfer (ADT)



Curriculum Committee Considerations

Assigning Courses To Disciplines



Single, And & Or

1. Course assigned to a single discipline

- Example: ENGL 101 assigned to English. The minimum qualifications for English provides adequate preparation to teach the course content.

2. Course assigned to more than one discipline with an “or”

- Example: ARTS 101 assigned to Art *or* Graphic Design. The minimum qualifications for either discipline provide adequate preparation to teach the course content.

3. Course assigned to more than one discipline with an “and”

- Example: HUMA 120 assigned to Humanities *and* Ethnic Studies. The minimum qualifications for both disciplines *together* provide adequate preparation to teach the course content.



Impacts of Discipline Assignments

Single Discipline

- Faculty who meet minimum qualifications or the locally-determined equivalent for THAT listed discipline are eligible to teach the courses assigned to that particular discipline.

More than one discipline with an “or”

- Faculty who meet minimum qualifications or the locally-determined equivalent in ANY of the listed disciplines are eligible to teach the course.

More than one discipline with an “and”

- Faculty who meet minimum qualifications or the locally-determined equivalent for ALL of the listed disciplines are eligible to teach it.



Multiple Disciplines

- Do *not* need to have more than one course outline of record (COR) or be listed in the catalog under multiple subject codes.
- Example: ARTS 101 is assigned to Art OR Graphic Design on the COR. The college only maintains one COR for ARTS 101. The course is listed in the catalog ONLY as ARTS 101. However, faculty who meet MQ for Art or Graphic Design can teach the course.
- May be “cross-listed”—i.e., recorded on two or more CORs and listed in the catalog under each subject code.
- Example: Social Psychology is recorded on two separate CORs, one as PSYC 120, one as SOCI 120. It is listed in the catalog under both subject codes. These courses should have identical CORs.



Curriculum Committee Considerations

Cross-listing Courses

- Curriculum Committee should ask ...
 - Why is there a need to cross list this course?
 - What is the benefit to students?
 - Have discipline faculty from each discipline been included in the discussion?
 - How will this impact who can teach this course?



Cross Listing vs Multiple Discipline Assignments

Cross-listing Example: Film as Literature course has two identical course outlines, FILM 200 and ENGL 200

- Except for subject area (or designator and/or department) and the Chancellor's Office course control number, these CORs should be identical.
- If more than one discipline is assigned, both outlines should include both teaching disciplines, but an instructor only needs to meet minimum qualifications in one of the areas to teach the course.
- Students cannot take both courses for credit since the content is the same.
- Course will likely appear in multiple locations in catalog or schedule

• **Multiple Discipline Assignment Example:** Film as Literature course has one course outline, FILM 200, and is assigned teaching disciplines of "Film Studies OR English"

- One course outline with multiple teaching discipline options; instructor needs to meet minimum qualifications in one of these areas to teach the course
- Course will appear under single subject heading (FILM) in catalog and schedule



Cross Listing and Ethnic Studies

- With the Area F requirements, many colleges without ethnic studies departments are considering cross-listing as a solution to meeting students' needs.
- Ethnic studies, as defined by Assembly Bill 1460, is an interdisciplinary field of critical race studies that focuses on four historically aggrieved racialized groups in the United States: African Americans, Native Americans, Latinas/os, and Asian Americans.
- Some courses that cover topics of race or social justice are not considered ethnic studies.
- While the guidance from the CSU system does allow for cross-listing, cross-listing a course should not happen without participation of faculty from all impacted disciplines.
- When cross-listed courses are submitted to transfer institutions such as the CSU, including for general education alignment, the reviewers are looking for both areas' requirements before they can be approved. This situation may impact colleges' submissions for the new CSU Area F requirement.

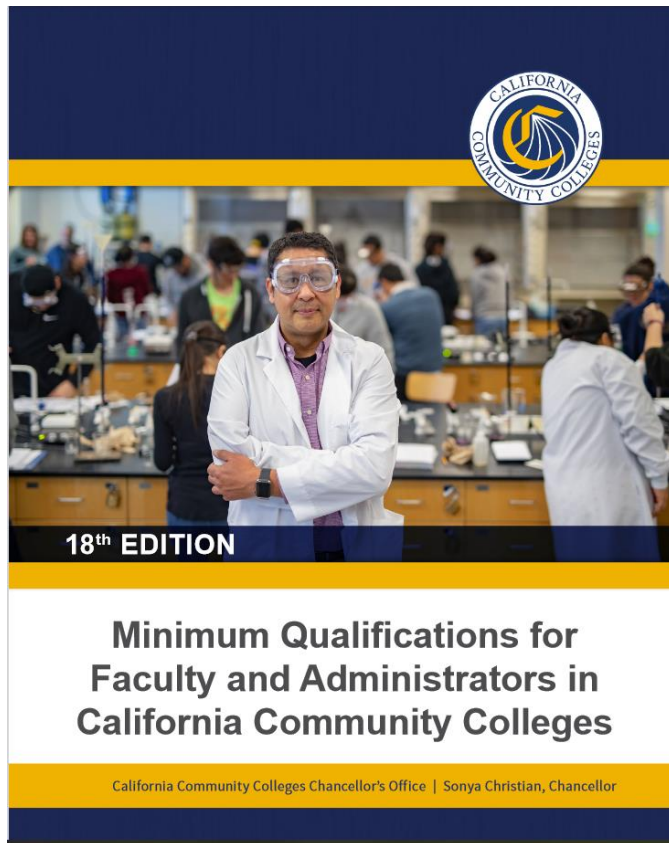


Mirrored Courses (Credit/Noncredit)

- Called Mirrored/Dual Listed
- Credit and Noncredit courses have same
 - COR
 - Same faculty, time syllabus, outcomes
- Listed in Schedule of courses and connected
- Disciplines have different MQs but if mirrored need to work with the higher level MQs for credit version of course.



MQ Handbooks and the Disciplines List



- Disciplines List
- This is a list of all the disciplines from A to Z and the associated statutory law in California Education Code and/or regulation in the California Code of Regulations.



Disciplines List Process Overview

- Annual process. Deadline for submission to ASCCC is 30 September.
- Typically discipline faculty from 2+ districts initiate a proposal, ideally there is broad awareness initially in the field.
- ASCCC Standards and Practices Committee will work with initiators.
- Broad vetting:
 - Area meetings,
 - Public hearings at fall/spring plenary sessions,
 - Debate on resolutions before voting at spring plenary session
- Passed resolutions to BOG for approval.
- CCCCCO chapters the changes in revised MQ handbook in the fall.



Disciplines List Example

- 2022-2023 Summary:
 - Ethnic Studies
- 2023-2024 Proposals:
 - Nursing
 - Art
 - Artificial Intelligence (new)



Noncredit MQs

For the majority of noncredit courses, the minimum qualification is a bachelor's degree in each of the approved instructional areas or an associate degree with 4 years of professional experience related to subject taught, but there are exceptions. Noncredit disciplines are specified in Title 5 53412

- Examples:
 - BA/BS: mathematics, reading, writing (basic skills), English as a second language
 - BA/BS or AA/AS plus 4 years experience: health and safety, home economics
 - BA/BS plus 2 years experience: parenting
 - BA/BS plus six semester units in American history and institutions: Citizenship
 - BA/BS or AA/AS plus additional coursework and/or pertinent experience are required (Title 5 53412(h) for details): Older adults
 - BA/BS plus two years of experience or an associate's degree plus six years of experience is required. For the complete details, refer to Title 5 53412.: Occupational Courses



Phew!?!

- What is your local process for non-credit courses and min quals?
- Assigning courses to faculty?



Local Equivalency

- What is your local equivalency process?
- What is the connection between curriculum and equivalency processes?
- How are these connected to hiring processes?
- Single colleges & Multi-college districts



Local Equivalency Processes

- Governing boards **may** grant faculty equivalency to the minimum qualifications.
- Every district **must** have an equivalency process, with process, criteria, and standards by which the governing board determines that faculty possess qualifications at least equal to the minimum qualifications (**Ed Code §87359**).
 - Local processes must involve faculty in developing hiring processes
 - Faculty (the Academic Senate) are to be "relied primarily on" regarding equivalency decisions.
- Ed Code requires that equivalency determination shall be reflected in the governing board's action employing the individual using criteria developed in collegial consultation with the academic senate ([§87359](#))



Local Equivalency Processes

- The goal of any equivalency policy should be to ensure the **transparent** and **fair determination** of equivalency for applicants that possess qualifications at least equal to the minimum qualifications.
- The process should be **documented** and **justifiable** so that a determination of equivalency is understandable, clear, and supported upon review.
- Colleges must also understand that applicants who are granted equivalency and subsequently hired **retain that status** for their entire career in the district that granted the equivalence.
- **Discipline** faculty help determine discipline-specific equivalency criteria.
- Special considerations for multi-college districts: Equivalency is a district-wide decision.



Understanding Equivalency

Equivalent to the minimum qualifications means **equal** to the minimum qualifications, not nearly equal.

The applicant must provide evidence he or she has attained the breadth of coursework or experience equal to the **general education component** of an earned associate's or bachelor's degree.

The applicant must provide evidence he or she has attained the skills and knowledge provided by **specialized coursework** required for the degree listed in the Disciplines List.

For non-master's disciplines, evidence that the requisite **professional experience** is equivalent to the **required full-time experience** required for the discipline.

Professional experience is required for disciplines where a master's degree is not required. If a candidate has a master's degree, the professional experience is still required.



Additional Considerations

- Examples
 - Ethnic Studies
 - CTE
 - Others.....
- What type of evidence do applicants provide for equivalency in your district?
- Does the equivalency process happen before screening, during, or after?



Resources

- [Minimum Qualifications for Faculty and Administrators in California Community Colleges 2023](#)
- [Implications and Considerations for Cross Listing Courses](#)-Rostrum
- [Who Gets to Teach That Course? The Importance of Assigning Courses to Disciplines](#)-Rostrum
- [To Promote or to Prevent Opportunity? Using an Equity-Minded Lens to Dispel Myths in the Equivalency Process](#)
- www.asccc.org and info@asccc.org
- Ask for a Curriculum or MQ [Local Senate Visit](#)



Questions?

- Think of something later?
- Send to info@asccc.org



Thank You!

Join us for more conversations on *MQ, Equivalencies and Eminence* Webinar

CTE MQs, Equivalencies and Eminence

Date: April 10, 2024 1:30-3pm

Join us for webinar on Minimum Qualifications, Equivalencies and Eminence for the hiring of Career Technical Education faculty. The webinar will feature how to use the *Career Technical Education Faculty Minimum Qualifications Toolkit*, best practices, examples and a discussion of needed updates including addressing new Title 5 recommendations on General Education. CTE faculty, senate leaders and equivalency chairs/committee members are all encouraged to attend.

Sign Up Here <https://asccc.org/events/cte-mqs-equivalencies-and-eminence-0>



Curriculum Institute- Sign Up Now!

Wed, Jul 10 2024, 12pm - Sat, Jul
13 2024, 11am

**Theme: Curriculum Unmasked:
Revitalize, Revamp and Reignite!**

[Register Here](#)

