



**Academic Senate**  
for California Community Colleges

LEADERSHIP. EMPOWERMENT. VOICE.

February 2, 2010

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**SUBJECT: Disciplines List Revisions**

Dear Colleagues:

It is time to once again begin the formal review of the Disciplines List, which establishes the minimum qualifications for the faculty of California Community Colleges. This review occurs in a two-year cycle. We recently completed such a review, culminating with proposals being voted on at the Spring 2009 Plenary Session and then adopted by the Board of Governors at their November 2009 meeting. This letter is to inform you that we are now beginning a new two-year cycle for the review process and to provide you with resource materials that will be useful in submitting changes.

- Enclosure 1—Discipline List Proposal Process: This document provides you with a guide to the discipline review process. For more detailed information about the process, we highly suggest you review the document “Disciplines List Review Process”, which can be accessed on our website at: <http://www.asccc.org/Publications/Papers/DisciplinesListReview2004.html>.
- Enclosure 2—Discipline List Review Timeline: This timeline provides information about key deadlines. Please pay attention to the hearing dates, as each proposal must be heard at least one hearing.
- Enclosure 3—Revisions to the Discipline List Form: This form is used to submit revisions.

**Please send this packet of materials to division/department chairs, curriculum committee members, your senators, vice president of instruction, and anyone else that might benefit from this information. All information contained in this packet is also available on the front page of our website.**

You can download a copy of the latest Disciplines List from our website at [http://www.asccc.org/Publications/Papers/downloads/PDFs/minimum\\_qualifications\\_jan2008.pdf](http://www.asccc.org/Publications/Papers/downloads/PDFs/minimum_qualifications_jan2008.pdf). Please note that the changes adopted by the Board of Governors at its November meeting have not yet been included in this document. For your convenience, we have attached the recent changes (see Enclosure 4).

If you have any questions, please contact Wheeler North, Standards and Practices Committee Chair, at [wnorth@sdccd.edu](mailto:wnorth@sdccd.edu). Please indicate Disciplines List on the subject line of the email.

## DISCIPLINE LIST PROPOSAL PROCESS

### How Changes Are Proposed?

There are two avenues for proposing changes: 1) through a local or district academic senate or 2) through a recognized organization\*. Although the process for new proposals remains the same, a procedure for resubmissions has been added. For more detailed information about the process, we highly suggest you review the document "Disciplines List Review Process", which can be accessed on our website at: <http://www.asccc.org/Publications/Papers/DisciplinesListReview2004.html>.

Each proposed change should be accompanied by a rationale and must have as its basis at least one of the following criteria:

1. changes within the profession or discipline
2. clarification or elimination of confusion and ambiguity
3. inclusion of new degrees
4. continual use of the equivalency process to hire under a specific discipline
5. assurance of the maximum degree of flexibility for the discipline while maintaining discipline integrity
6. other reason, as fully detailed and justified in the proposal

It is the responsibility of the initiator to include pertinent information concerning the proposed change. Failure to include a coherent rationale for the proposed change is grounds for rejection of the proposal.

### New proposed changes may be submitted:

#### 1. Through the local/district senate

- a. Any faculty member may initiate a proposal to change the Disciplines List.
- b. Local academic senates should engage in discussion regarding the proposals among its faculty.
- c. Local academic senates must approve any/all recommendations before forwarding them to the Academic Senate Office. This local senate president must sign the Discipline List Revision Form.

#### 2. Through a recognized discipline or professional organization

- a. Any member of the organization may initiate a proposal to change the Disciplines List.
- b. The organization should hold hearings or engage in discussion regarding the proposals among its members.
- c. The governing body of the organization must approve any/all recommendations before forwarding them to the Academic Senate Office. The president of the organization must sign the Discipline List Revision Form.

\*Recognized organization: an organization that is registered at the Chancellor's Office as representing a specific discipline, or a regional, state, national, or international organization with a formally adopted constitution or by-laws.

### Previously proposed changes that were not adopted at a plenary session, may be resubmitted:

Only if

1. a new justification and rationale are provided, *AND*
2. a resolution is passed at an Area meeting (prior to the second hearing in November 2010) to include the proposed change in the review and approval process, *OR*
3. through the regular resolution process at 2010 Fall Plenary Session, where the mover must seek approval at the Session to include the proposed change in the review and approval process.

**DISCIPLINE REVIEW PROCESS**  
**2010 - 2012 Timeline**

<b>Month/Year</b>	<b>Process</b>
February 2010	<p><b>Distribution of Process to the field.</b> The Senate Office sends requests for proposals to local senate presidents, college presidents, chief instructional officers, curriculum chairs, personnel officers, and discipline professional organizations informing them of the opportunity to propose a change to the Disciplines List. The material contains information on the process and a timeline for submission.</p> <ul style="list-style-type: none"> <li>• <b>Rostrum</b> announcement and description of process</li> <li>• <b>Website</b> posting of announcement and description of process</li> </ul>
March 2010	<p><b>Submission of Proposals.</b> Proposals may be submitted to the Senate Office:</p> <ul style="list-style-type: none"> <li>• <b>Through Local Senates:</b> Any faculty member may initiate a proposal to change the Disciplines List. The local senate must approve and forward any such proposals, with the signature of the local senate president to acknowledge local senate support, to the Senate Office.</li> <li>• <b>Through a recognized discipline or professional organization:</b> Any member of an organization that represents a discipline or profession may initiate a proposal to change the Disciplines List. The members of the organization should discuss proposals. The governing body of the organization must approve the recommendation. The organization's president must sign the Disciplines List Change Proposal Form.</li> </ul> <p><b>Discipline process is reinforced through:</b></p> <ul style="list-style-type: none"> <li>• Discussions at Area Meetings</li> <li>• Breakout Discussion at Spring Plenary</li> <li>• Update in <i>Rostrum</i> on the process</li> </ul> <p><b>Initial review BEGINS when proposals are received and continues <u>until September 30, 2010</u>.</b> The Standards &amp; Practices Committee performs an initial review of proposals using the following criteria:</p> <ul style="list-style-type: none"> <li>• The information on the proposal is complete and accurate.</li> <li>• The proposal does not exceed the scope of the Disciplines List review process.</li> <li>• This proposal has not previously been considered and rejected by the plenary session or, if it has, it is supported by a new rationale.</li> <li>• The proposal is not being submitted to deal with a district-specific problem that does not apply broadly.</li> </ul> <p><b>Revising Proposals with Problems.</b> Standards &amp; Practices Committee will contact the maker of the proposal to help resolve the problem.</p> <ul style="list-style-type: none"> <li>• Changes to proposals <b>are</b> allowed at this stage of the process.</li> <li>• If problems are resolved to the satisfaction of the Committee, the proposal will be considered.</li> <li>• The maker may withdraw a proposal.</li> </ul>

Month/Year	Process
April 2010	<ul style="list-style-type: none"> <li>• Process reinforced at Area Meetings.</li> <li>• Prepare <i>Rostrum</i> Article on proposals and process.</li> <li>• The Standards &amp; Practices Committee will prepare summary document to be included in the mailings for the Area Meetings. Summary will <b>not</b> include recommendations from the Executive Committee but instead provide information to the field on the proposals received and to be discussed at the Spring Plenary Session.</li> </ul>
April 15, 2010	<ul style="list-style-type: none"> <li>• <b>Spring Plenary Session—<u>First Hearing</u> on process and any proposals received. All testimony is collected.</b> <i>[Note: At a minimum proposals must be vetted at one of the statewide hearings]</i></li> </ul>
September/ October 2010	<ul style="list-style-type: none"> <li>• <b>Second and final call for proposals this cycle.</b></li> <li>• Senates and organizations can submit new proposals or revise proposals already submitted that were found to have problems.</li> <li>• The summary document will be distributed and include all proposals (new and updated). Any testimony information will be included in the summary.</li> <li>• Discussed at Area Meetings.</li> <li>• Any interested party may submit written comments to the Committee, via the Senate Office.</li> <li>• Standards &amp; Practices Committee will update summary document with any new proposals, which will be included in the mailing for the Area Meetings. The summary will <b>not</b> include recommendations from the Executive Committee but instead provide information to the field on the proposals received and to be discussed at the 2010 Fall Plenary Session.</li> </ul>
September 30, 2010	<ul style="list-style-type: none"> <li>• <b>No new proposals will be accepted beyond September 30<sup>th</sup> because there's no other opportunity for publication and hearing beyond the November 11<sup>th</sup> date. All proposals submitted beyond the September date will be held over to the next Discipline Review cycle.</b></li> </ul>
November 11, 2010	<ul style="list-style-type: none"> <li>• <b>Fall Plenary Session—<u>Second Hearing</u> on process and any proposals received. All testimony is collected.</b> <i>[Note: At a minimum proposals must be vetted at one of the statewide hearings]</i></li> <li>• Prepare <i>Rostrum</i> Article on proposals and process</li> </ul>

Month/Year	Process
January /February 2011	<p><b>Submission to Executive Committee.</b></p> <ul style="list-style-type: none"> <li>• The Standards &amp; Practices Committee presents the proposals and associated testimony to the Senate Executive Committee.</li> <li>• The Committee also presents its recommendations (to advance to Spring Plenary or to reject) along with the rationale for those recommendations and any other comments that may assist the Executive Committee in its deliberations.</li> <li>• The Senate Executive Committee considers each proposal and either forwards the proposal for consideration by the body at plenary session or rejects it.</li> <li>• If the Executive Committee rejects a proposal, anyone may still bring the proposal forward to plenary session by introducing a resolution “to reconsider” the proposed change at any of the Area meetings or at the plenary session.</li> <li>• If the Executive Committee rejects a proposal and the author does not bring it forward to the plenary session for reconsideration, the proposal may be reintroduced at a later date.</li> </ul>
March 2011	<ul style="list-style-type: none"> <li>• Summary document with Executive Committee positions will be included in the mailings for the Area meetings.</li> <li>• Discussion at Area Meeting</li> <li>• <i>Rostrum</i> Article (summary of additional proposals)</li> </ul>
<b>April 2011</b>	<ul style="list-style-type: none"> <li>• Spring Plenary Session—<u>Third Hearing</u> on process and any proposals received. All testimony is collected. <i>[Note: At a minimum proposals must be vetted at one of the statewide hearings]</i></li> <li>• Delegates vote on Discipline Changes</li> <li>• No changes may be made to the proposal, even by amendment during plenary session, and proposals may not be withdrawn. [This is because no changes can be made when the field has not had an opportunity to comment on them.]</li> </ul>
May/June 2011	Consultation with CIOs, CEOs, and COFO (bargaining units). Informal consultation with personnel officers. This is done through an item on the Consultation Council agenda. Council members comment on the process, not the recommendations.
July 2011	Submit proposal to BOG (First reading): Each proposal adopted by the Senate is forwarded to the Board of Governors as a recommendation. The Board of Governors considers the recommendations of the Senate and formally acts on them. To date, the Board of Governors has accepted all recommendations of the Senate.
September 2011	BOG (Second Reading)
February 2012	Restart process for new cycle.

**REVISIONS TO DISCIPLINES LIST**

**PLEASE TYPE**

*(Note: Only typed forms will be accepted.)*

**DATE SUBMITTED:** \_\_\_\_\_

**DISCIPLINES LIST TITLE:** \_\_\_\_\_

This proposal is for a  New discipline  
 Revision to existing discipline

Reason for the proposal  Create a new discipline  
 Update language in existing discipline to reflect new terminology  
 Make minimum qualifications in existing discipline more restrictive  
 Make minimum qualifications in existing discipline less restrictive

**PROPOSAL LANGUAGE:** (If this is an existing minimum qualification, please include the original language and change using strikeouts and *italics*).

**RATIONALE FOR THE PROPOSAL:**

*Please write a brief explanation of the proposal. Consider including the UC or CSU campus(es) where the degree is offered; changes within the profession or discipline; desire to clarify or eliminate confusion or ambiguity; continuous use of the equivalency process for hiring in this area; ensuring maximum degree of flexibility for the discipline; or other reasons. See the ASCCC paper Disciplines List Review Process (2004) for more information. Attachments are acceptable.*

Contact person (author of proposal) \_\_\_\_\_

Phone number (please provide at least two numbers) \_\_\_\_\_

Signature of College Academic Senate President \_\_\_\_\_

College \_\_\_\_\_

Email \_\_\_\_\_ Date approved by College Academic Senate \_\_\_\_\_

**OR**

Organization \_\_\_\_\_

President \_\_\_\_\_

Date Approved by Organization \_\_\_\_\_ Phone for President \_\_\_\_\_

**RETURN FORM TO:**

The Academic Senate for California Community Colleges  
 555 Capitol Mall, Suite 525, Sacramento, CA 95814  
 Fax 916.323.9867 Email: [disciplineslist@asccc.org](mailto:disciplineslist@asccc.org)

The adopted revisions are identified below:

**Agriculture**

Master's in agriculture, agriculture science, education with a specialization in agriculture, or other agricultural area (including: agricultural business, agricultural engineering, agricultural mechanics, agronomy, animal science, enology, environmental (ornamental) horticulture, equine science, forestry, natural resources, plant science, pomology, soil science, viticulture or other agriculture science) OR Bachelor's in any of the above AND Master's in agriculture business, natural resources, animal science, plant science, soil science, forestry, pomology, agricultural engineering, environmental horticulture, agronomy, viticulture or enology OR The equivalent.

**Humanities**

Master's in humanities OR The equivalent  
See ~~Interdisciplinary Studies~~.

**Instructional Design/Technology**

Master's in instructional design/technology or educational technology OR The equivalent.

**Political Science**

Master's in political science, government, ~~public administration~~, or international relations, OR Bachelor's in any of the above AND Master's in economics, history, *public administration*, social science, sociology, any ethnic studies, JD, or LL.B , OR The equivalent.

The proposed new additions to the Disciplines List are identified below:

**Biotechnology**

Bachelor's degree in the Biological Sciences or Chemistry or Biochemistry or Engineering, and two years of full-time related work experience.

**Speech Language Pathology**

Master's in Speech Pathology, Speech Language Pathology, Speech Language and Hearing Sciences, Communicative Disorders, Communicative Disorders and Sciences, Communication Sciences and Disorders, Education with a concentration in Speech Pathology, OR The equivalent.

## FAQs on Minimum Qualifications (MQs)

The following list of Frequently Asked Questions (FAQs) has been compiled to assist individuals in better understanding and interpreting the rules and regulations governing the minimum qualifications (MQs) for faculty and administrators in the California Community College system. The FAQs were collaboratively developed with members of the Standards and Practices Committee of the State Academic Senate and staff from the Chancellor's Office of the California Community Colleges.

Q#1: Who has the responsibility for establishing and maintaining the Disciplines List and enforcing the regulations relating to the MQs?

- A. The Academic Senate for California Community Colleges, in conjunction with the Chancellor's Office, shares that responsibility. The Academic Senate is responsible for reviewing and revising the Disciplines List. A list of Academic Senate papers on minimum qualifications and the Disciplines List is included at the end of this document. An overview of the disciplines list process can be found at:

<http://www.asccc.org/Archives/DisciplineList/DisciplinesList.htm>

Staff from the Chancellor's Office of the California Community Colleges has the responsibility of ensuring that colleges comply with the regulations governing MQs. The regulations can be found by accessing the "Minimum Qualifications for Faculty and Administration in California Community Colleges" document posted at:

[http://www.cccco.edu/Portals/4/minimum\\_qualifications\\_jan2008.doc](http://www.cccco.edu/Portals/4/minimum_qualifications_jan2008.doc)

Q#2: Can a California Community College Credential be used to apply for a faculty position at a California Community College?

- A: Yes. The issuance of Community College credentials was discontinued in 1990, but lifetime credentials issued before 1990 are "grandfathered" into the MQ process and accepted as meeting the MQs for faculty positions. As a result of Assembly Bill 1725 (1988), MQs are now determined on academic preparation (for both master's and non-master's disciplines) and relevant work experience (for non-master's disciplines) when qualifying individuals for faculty positions---according to the Disciplines List and local equivalency processes.

Q#3: Can a Community College Teaching Certificate issued by a four-year institution (several CSU campuses offer such credentials) be used to apply for a faculty position at a California Community College?

No. The Community College Teaching Certificate, while commendable, has no bearing on meeting the MQs for faculty in the community colleges.

Q#4: What if someone has a single-subject discipline credential, has taught high school in that discipline for 14 years, and recently received a Master's in Educational Administration. Would he/she qualify to teach part-time in the discipline?

- A: No. The single-subject and multiple-subject credentials are issued by the California Commission on Teacher Credentialing and are only valid within the K-12 public education system. To be eligible to teach (full- or part-time) that discipline at any of the California community colleges, a person needs to meet the requirements for the discipline as noted in the Disciplines List. The credential, high school teaching experience and the master's degree (not in a discipline subject) could be used as factors in determining equivalency to the requirements of a discipline listed in the Disciplines List. Equivalent qualifications are



determined by faculty representing their academic senate at the local level and approved by the local governing board

Q#5: Are the MQs for part-time faculty different than those for full-time faculty?

A. No. The MQs for all faculty members are the same, whether they are full-time or part-time. Note also that MQs are established for a discipline and not a single course. A part-time faculty member, when hired by the college, is hired to teach in the discipline under which a particular course has been assigned. Therefore, it is important that the college ensures the candidate is meeting the MQs in the discipline when hiring both full and part-time faculty.

Q#6: What happens when an academic degree held by an applicant for a faculty position is not listed in the Disciplines List?

A: One of two processes can occur---determination of an equivalency to an existing discipline, or proposal of a revision to the Disciplines list, either by proposing a new discipline or adding a degree to an existing discipline.

For any degree that is not currently covered in the Disciplines List, follow the guidelines for establishing an equivalency to a discipline as provided in Title 5, Section 53410, Minimum Qualifications for Instructors of Credit Courses, Counselors, and Librarians, which reads as follows:

The minimum qualifications for service as a community college faculty member teaching any credit course, or as a counselor or librarian, shall be satisfied by meeting any one of the following requirements:

- (a) Possession of a master's degree, or equivalent foreign degree, in the discipline of the faculty member's assignment.
- (b) Possession of a master's degree, or equivalent foreign degree, in a discipline reasonably related to the faculty member's assignment and possession of a bachelor's degree, or equivalent foreign degree, in the discipline of the faculty member's assignment.

Title 5 states that, in addition to a master's degree in the specific discipline, a master's degree in a "reasonably related" discipline can satisfy the MQs requirement. Since the Disciplines List does not currently include the degree of the applicant, the district is able to determine the equivalent academic degree that may also fulfill the MQ to the discipline listed in the Disciplines List.

Revisions to the Disciplines List (addition of a new discipline or addition/deletion of an academic degree to an existing discipline) are based upon the recommendation of the Academic Senate to the Board of Governors. Consult the guidelines as listed in the Disciplines List Process of the Academic Senate at:

<http://www.asccc.org/Archives/DisciplineList/DisciplinesList.htm>

Q7: What are good practices in determining an equivalency to the MQs for a discipline?

A: To maintain the academic integrity of the community colleges and their faculty, equivalency to those minimum qualifications for hire must be granted with careful consideration. The Academic Senate has the following recommendations (from Equivalence to the Minimum Qualifications, 2006):

- Equivalency must be at least equivalent to the minimum qualifications for a discipline.
- Equivalency must be determined primarily by discipline faculty.

- Equivalency processes for part-time faculty and "emergency hire" should be no different from equivalency for full-time faculty.
- Local senates must ensure that their district and college policies and processes do not allow for single-course equivalencies.
- Academic senates should assure consistency of the equivalency process.
- Equivalency decisions should be based on direct evidence of claims (e.g., transcripts, publications, and work products).
- Claims of equivalence must include how both general education and specialization are met.
- Human resources offices should NOT screen for equivalency.
- Local senates must never allow equivalency to be delegated to administration or classified staff.
- Equivalency policies at each district and college should be reviewed every few years.
- Criteria for the acceptance of eminence as a means to establish equivalency must be clearly defined in hiring policy.
- Once the local equivalency process has reached a recommendation regarding an individual applicant, Education Code §87359(a) requires that the governing board include action on the equivalency as part of its subsequent hiring action.

Q#8: Is an equivalency granted by one district transferable to another district?

A. No. Each district is allowed to establish its own equivalency minimum qualifications for each discipline taught in its jurisdiction. Section 53430 of Title 5 states that:

"A district may hire a person who possesses qualifications different from, but equivalent to, those listed on the disciplines list, according to criteria and procedures agreed upon by the governing board and the academic senate."

Q#9: Does an equivalency granted by one college in a multi-college district apply to all the colleges in that district?

Yes. An equivalency established by one college in a multi-college district is applicable to all colleges in that district. In order to maintain consistency, colleges in multi-college districts are encouraged to work together on a common equivalency process.

Q#10: What are the parameters by which a district would use eminence when determining whether an applicant for a faculty position meets the MQs for the listed position?

A: The current MQs regulations and disciplines list are silent in defining or referencing the term "eminence." The State Academic Senate's Standards and Practices Committee is currently in the process of developing resources to assist local colleges in making an eminence determination. Access the current paper on minimum qualifications and equivalencies at

[http://www.asccc.org/Publications/Papers/Equivalence\\_2006.html](http://www.asccc.org/Publications/Papers/Equivalence_2006.html)

Q#11: Isn't the course designation under the TOP code the same as the disciplines in the Disciplines List?

No. Colleges need to be cautious that the course designation under the Taxonomy of Programs (TOP) is not confused with the Disciplines List developed in establishing MQs for faculty to meet when being hired for a position. TOP is a system of numerical codes used at the state level to collect and report information on programs and courses in different colleges throughout the state that have similar outcomes. It is used for purposes other than identifying disciplines for the purposes of hiring and assignment of faculty.

Q#12: How do I go about having a discipline included on the disciplines list?

A: The Disciplines List is updated every two years through a collaborative process involving the State Academic Senate and the Chancellor's Office of the California Community Colleges. An overview of the process can be found on the following web page:

<http://www.asccc.org/Archives/DisciplineList/DisciplinesList.htm>

Q#13: Are the MQs for distance education faculty different those for a traditional classroom instructor?

A. No. The MQs for all faculty members, regardless of the course delivery mode, are the same. MQs are established for a discipline and not the specific mode of delivery. A faculty member is hired to teach courses in a discipline, regardless of the technological modality by which the course content is delivered. Colleges may establish desirable qualifications for faculty to have in order to teach courses as distance education; however, the MQs remain unchanged based solely on the mode of delivery.

Q#14: Are the MQs for instructors of noncredit courses the same as for instructors of credit instruction.

Not necessarily. The MQs for instructors of noncredit courses are listed in section 53412 of Title 5. Many of the MQs for noncredit courses are the same as the MQs for credit instruction, but there are important exceptions that are noted in this section of Title 5.

Q#16: What is the difference between an FSA (Faculty Service Area) and the Disciplines List (MQs)?

A. The Disciplines List and Faculty Service Areas serve two completely distinct purposes--- one for hiring and one for layoffs. In order to be hired as a faculty, one must meet the minimum qualifications (MQs) for one of the disciplines listed in the Disciplines List. The MQs in the Disciplines List are established through the Education Code and Title 5 and apply to all faculty throughout the state. Faculty Service Areas are established by each district and serve as the basis for making decisions in the event of a layoff or reduction in force (RIF). Some districts construct their FSAs by designating each discipline listed in the Disciplines List as an FSA. Other districts combine several disciplines into an FSA. And other districts combine all disciplines into one single FSA. Upon hire, a faculty member is placed in the FSA that includes the discipline for their position. If your FSA includes more than one discipline, it does not mean that you are qualified for service in each of the disciplines listed in that FSA, but only for those in which you meet the MQs.

Q#17: Is it possible to teach at a community college as a faculty intern?

A. Yes. The governing board of any community college district may establish a faculty internship program. A full description of the requirements and MQs that apply in this type of a situation can be found in Sections 53500 through 53502 of Title 5, California Code of Regulations.

These sections of the regulation can be found by accessing the Minimum Qualifications for Faculty and Administration in the California Community Colleges document posted at:

[http://www.cccco.edu/Portals/4/minimum\\_qualifications\\_jan2008.doc](http://www.cccco.edu/Portals/4/minimum_qualifications_jan2008.doc)

Q#18: Does the Coaching discipline listed under the section "Disciplines in Which a Master's Degree is not Generally Expected or Available" permit an individual who is hired as a coach, and does not possess a master's degree, to teach physical education classes?

A: No. The discipline of coaching permits an individual to coach in a sport, but not to teach the activity classes in a sport. For example, an individual with the coaching MQ could coach the swim team, but would not have the MQs to teach swimming classes---those courses would most likely have been assigned to the discipline of Physical Education (which requires a master's degree) by the college curriculum committee.

Q#19: If someone earned a professional degree, such as J.D., M.D., L.L.B., D.V.M, D.O., or other recognized degree, what courses can that individual teach at the community college?

A: The MQ to teach in the Law discipline within the community colleges is the possession of a J.D. or L.L.B. So, an individual with a J.D. or L.L.B. could teach any course that has been assigned the discipline of Law by the curriculum committee. Additionally, the MQ guidelines note that courses in aspects of law for applications to a particular discipline may be classified, for minimum qualifications purposes, in the discipline of the application - i.e., Business Law.

A person with an M.D. or D.V.M or D.O. would not be recognized as meeting the MQs for the discipline of Biology simply through his or her professional degree coursework. The college equivalency committee would need to examine the person's pre-professional degree coursework to see if the total amount of coursework was equivalent to the MQs for the Biology discipline.

Q#20: Is it true that in order to teach a class listed under two disciplines that the instructor only has to be qualified in ONE of the disciplines to teach it, not both. For example, if HIST 177 and ECON 177 are cross-listed, then the instructor needs a master's in History OR Economics?

A: Yes. Some courses may be appropriately assigned to more than one discipline. For example, a course entitled "Economic History of the United States" may be appropriately placed in both the *economics* and *history* disciplines. Such a placement means that a faculty member with minimum qualifications in *either* discipline would be qualified to teach this course, provided that he or she also possesses any additional qualifications established by the governing board in conjunction with its academic senate.

Q#21: What is the Interdisciplinary Studies discipline? Does that mean that anyone can teach a course using that discipline?

A: No. Some courses may not clearly fall within a single discipline, but must combine the academic preparation from two or more disciplines to such a degree that they need to be taught by someone with some preparation in the constituent disciplines. These courses are designated as *interdisciplinary*. The entry for Interdisciplinary Studies is as follows:

Master's in the Interdisciplinary area **OR**

Master's in one of the disciplines included in the interdisciplinary area **and** upper division or graduate course work in at least one other constituent discipline[s].

Therefore the *interdisciplinary* designation requires more specialized minimum qualifications than courses cross-listed under two or more disciplines. Someone who has a master's degree in one of its component disciplines and upper division or graduate course work in at least one of the

other constituent disciplines is also eligible to teach this course (exactly how much coursework in a second discipline is not specified in the Disciplines List). Agreement on qualifications to teach any such course should be made by the college curriculum committee and based on the course outline of record.

Q#22: Can someone with a degree from a foreign country teach at a community college?

A: Possibly. Within the United States, no government agency monitors the establishment of foreign credential evaluation services. Prior to becoming employed as an instructor with any California community college, the college would need to have an evaluation conducted of the education and degree completed at the foreign college/university to inform the equivalency process. The community college would generally refer transcripts from the foreign college/university to an organization that evaluates foreign credentials.

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You can access the full document specifying the California Community Colleges' Minimum Qualifications for Faculty and Administrators (commonly known as the **Disciplines List**) by going to the following URL:

[http://www.cccco.edu/Portals/4/minimum\\_qual\\_jan2008.doc](http://www.cccco.edu/Portals/4/minimum_qual_jan2008.doc)

**This FAQ will be reviewed on a regular basis by the Academic Senate and the Chancellor's Office.**

Academic Senate documents on Minimum Qualifications and the Disciplines List process:

Disciplines List Review Process. (adopted Fall 2004).

<http://www.asccc.org/Publications/Papers/DisciplinesListReview2004.html>

Equivalence to the Minimum Qualifications. (adopted Fall 2006).

[http://www.asccc.org/Publications/Papers/Equivalence\\_2006.html](http://www.asccc.org/Publications/Papers/Equivalence_2006.html)

Qualifications For Faculty Service In The California Community Colleges: Minimum Qualifications, Placement Of Courses Within Disciplines, And Faculty Service Areas. (adopted Spring 2004).

<http://www.asccc.org/Publications/Papers/QualificationsFacultyService.htm>