



Cross Listing and Assigning Courses to Disciplines

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Breakout Description

Want or need to learn about the principles and practices for effectively assigning courses to disciplines? Curious about cross-listing?

The Disciplines List provides the minimum qualifications (established by the ASCCC and the Board of Governors) for all faculty but placing courses into disciplines can be one of the most confusing tasks that curriculum committees face. And although cross-listing or cross-referencing courses has been a long-standing practice at many colleges, very little formal guidance is available to colleges and the practice is not always well understood. In this session we will cover definitions and considerations for the practice of cross-listing, as well as options for assigning courses to disciplines, with a focus on impacts for students and articulation.





Learning Outcomes

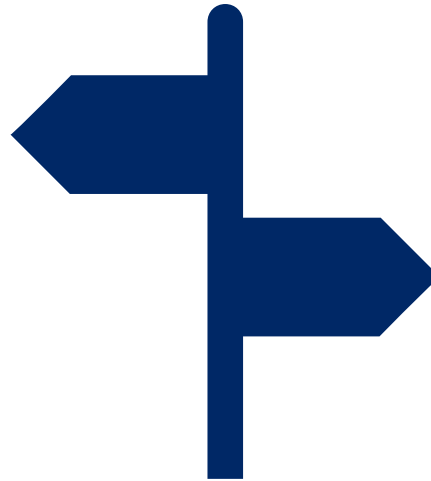
In this session we will review and discuss:

- Assigning disciplines to courses
- Definition and purpose of cross-listing
- Understanding mirrored courses
- Considerations for multi-college districts



ASSIGNING DISCIPLINES TO COURSES*

*No, that's not a typo...





Faculty Authority

Faculty have authority for determining who can teach courses through 3 mechanisms:

- "placing courses within disciplines" ([Title 5 §53200](#))
 - It may be clearer to think of it as assigning appropriate discipline(s) to course
- determining discipline-specific minimum teaching qualifications [MQs] ([Ed Code §87360](#))
 - [CCCCO Disciplines List](#) specifies MQs for each discipline and is updated annually, via recommendations from the ASCCC to the BOG
- determining equivalency for MQs ([Ed Code §87359](#))
 - Local processes for determining equivalency vary
 - Example: Los Rios District utilizes 30 units, 15 of which must be graduate level coursework.





Options for Assigning Courses

1. **Course with a single discipline assigned**

Example: ARTS 101 assigned to Art. The minimum qualifications for Art provides adequate preparation to teach the course content.

2. **Course with more than one assigned discipline, separated by “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 with more than one assigned discipline, separated by “and”**

Example: ARTS 101 assigned to Art and Graphic Design. The minimum qualifications for both disciplines together provide adequate preparation to teach the course content.





Impacts of Decisions Made

Single Discipline:

Faculty who meet minimum qualifications or the locally-determined equivalent for listed discipline are eligible to teach the courses within 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: 2D Foundations art class 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 min quals 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: 2D Foundations art course is recorded on two separate CORs, one as ARTS 101, one as DESIGN 101. It is listed in the catalog under both subject codes. These courses should have identical CORs, other than the subject code.



BASICS OF CROSS-LISTING





What is cross-listing?

Very little formal guidance, but transfer partners define the practice as identical course outlines of record (CORs) submitted in different subject codes.

- For example, UC course submission criteria require only one COR be offered “for courses that are ‘cross-listed’ or ‘cross-referenced’ (e.g., Psych. 10 is the same as Soc. 10)”
- C-ID submission requirements refer to cross-listed courses as “same-as” and state that a cross-listed COR should be reviewed only once.

Local practices may also depend on the capabilities of the local curriculum management system (CMS) or student information system (SIS)

Standard definition of this practice requires that the CORs for each cross-listed course be identical except for the assigned subject code—e.g., SOC 10 and PSYCH 10—and the Chancellor’s Office course control number.





Cross-listing vs. Articulation Equivalency

Cross-listing distinct from articulation practice of course equivalency, which refers to different courses that meet the same requirement

- Example: College might have statistics courses in multiple subjects such as business or social science statistics courses – not identical in content, but equivalent in that each course meets the same math requirement
- Different courses at a single college may meet the same C-ID descriptor but would not be considered cross-listed because the outlines are distinct

Though all cross-listed courses are, by definition, equivalent, not all equivalent courses are cross-listed.





How to cross-list: Best practices

- Learn how your CMS handles cross-listing and adjust local review and approval processes to ensure that the CORs are created, revised, reviewed, and approved together
 - Cross-listed courses should be identical in **everything** except the subject code/number
 - Cross-listed course should be anti-requisite – students can't take both for credit since they are the same course
- Make sure that **all** appropriate MQs are listed on both CORS (separated with "or")
 - Example: PSYCH 10 and SOC 10 should each list teaching disciplines of Psychology **or** Sociology (if you say "**and**" the instructor needs to meet both!)
- Ensure that associated programs reflect all cross-listed subject headings in requirements
 - Example: Program requirements should read "PSYCH 10 or SOC 10", not just one)





Why cross-list a course?

Common arguments people have for cross-listing a course include:

- Belief that it is easier for students to find courses listed in multiple places in schedule/catalog
- Belief that course holds more value for transfer or employment if listed under specific subject code
- Belief that this will expand possible instructor pool
- Shared "ownership" of a course between departments

But many of these goals can be met in other ways...





Why *not* cross-list a course?

- **Student confusion**
 - May impact graduation as well as gen ed and transfer requirements, especially in multi-college districts where requirements and articulation agreements may be different
- **Data tracking and analysis**
 - May complicate program review, workflow and process issues in CMS, COCI, ASSIST, and other systems such as degree audit or student information systems. For example, COCI does not have a method for submission of cross-listed courses, requiring separate course control numbers, while ASSIST requires that cross-listed courses be submitted together
- **Maintaining disciplinary focus and integrity**
 - Remember, cross-listed courses can be taught by either discipline. Is the course truly appropriate to both?



Cross-listing vs. Multiple Disciplines

Cross-listing: Film as Literature course has two CORs: FILM 200 and ENGL 200

- Except for subject area and course control number, CORs are identical
- Both outlines include both teaching disciplines, but an instructor only needs to meet MQs in one of the areas to teach the course
- Students cannot take both courses for credit since the content is the same
- Course appears in multiple locations in catalog and schedule

Multiple Disciplines: Film as Literature course has one COR: FILM 200

- Assigned teaching disciplines are "film studies OR English"
- One COR with multiple teaching discipline options; instructor needs to meet MQs in one of these areas to teach the course
- Course appears under single subject heading (FILM) in catalog and schedule



Thinking about Mirrored Courses?

- Called Mirrored / Dual Listed
- Credit and Noncredit courses have the same:
 - Overlapping COR elements
 - faculty, class time, syllabus, outcomes
- Listed in the schedule of courses and connected
- Although credit and noncredit disciplines have different MQs, if mirrored, the higher credit course MQs must be used.





Mirrored Courses in Practice

Considerations

- Inventive pedagogy
- Benefits for student taking noncredit mirrored course
 - Free
 - Sample credit
- Student learning experience as it pertains to attendance standards
- Faculty workload





Noncredit MQs?

For most noncredit disciplines, the minimum qualification is a bachelor's degree 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



Putting it into Practice: Scenario Discussion

In small groups or breakouts, for each scenario on the next slide, discuss:

- What is the potential impact for students?
- Who should be involved in the decisions?
- What other information would you need?
- How would you guide the curriculum committee through this discussion?



Scenario Discussion

- 1. A college does not have any Ethnic Studies courses or faculty but wants to cross-list existing Mexican-American History course for CSU Area F.**
- 2. An English faculty member wants to create a "Film as Literature" course. The Film Studies faculty want to cross-list it so that they too can teach the course.**
- 3. A college has a research methods class serving anthro, psych, and sociology majors. Counselors suggest cross-listing under all 3 disciplines to "match" the students' major.**
- 4. Political Science faculty have a created a noncredit course in citizenship that they want taught as a mirrored course by a faculty member with a BA in Sociology and 6 semester units in American history and institutions.**





Considerations for Multi-College Districts

- Balancing district and local
 - When assigning disciplines to courses
 - When deciding to cross list
- Accounting for timeline for discipline assignment and the hiring process
- Respecting discipline expertise while encouraging open-mindedness in equivalency decisions to support faculty diversification
- Explore aligning same course outlines across colleges while still fostering creativity & innovation at individual colleges based on local needs
 - Aligning disciplines across the district for similar CORs
- Involving discipline faculty





Discussion Follow-Up and Resources

Who should be involved in these discussions at your college?

What resources would you like to have available?

[Spring 2022 ASCCC Resolution 9.01](#) called for more guidance in PCAH and future professional development. In the meantime:

- [Implications and Considerations for Cross Listing Courses](#)
- Questions? Contact: Info@ASCCC.org

