Appendix J: Discipline Overlap/Conflict Resources and Checklist for CRC Ad Hoc Committee

When reviewing rationale statements, consider the information provided in the resources below. Collectively, these resources provide guidance and parameters regarding new course criteria, minimum qualifications, and placement of courses in disciplines.

[Program and Course Approval Handbook (PCAH), 8th Edition](#)

Assess new course development criteria when reviewing rationale statements submitted for the Disciplinary Overlap/Conflict process.

The PCAH explains the new course development criteria used by the Chancellor's Office to approve programs and courses. These criteria are based on "statute, regulation, intersegmental agreements, guidelines provided by transfer institutions and industry, recommendations of accrediting institutions, and the standards of good practice established in the field of curriculum design" (PCAH, 24).

a. Appropriateness to Mission
b. Need
c. Curriculum Standards
d. Adequate Resources
e. Compliance

[Minimum Qualifications Handbook 19th Edition](#)

Carefully examine disciplines list to determine which discipline(s) can be placed on the Course Outline of Record (COR) under evaluation.

The discipline(s) listed on the COR determine(s) which faculty are eligible to teach that content. Faculty must meet Minimum Qualifications required to teach content on the Course Outline of Record. The ASCCC article "Who Gets to Teach that Course? The Importance of Assignment Courses to Disciplines" provides guidance regarding this process.

A college curriculum committee must be very careful to place courses in disciplines according to the preparation needed by the person who will be determined qualified to teach them. Curriculum committee members should remember that placing courses within disciplines is done to assure that the instructor qualified to teach those courses are [sic] likely to possess the appropriate preparation to teach them effectively. Curriculum committee members should resist the impulse to place courses in disciplines primarily to broaden the pool of those who may be considered qualified to teach those courses or to restrict the pool of potential instructors as a means of protecting the assignments of any faculty member or group of faculty who have traditionally taught such courses.

Academic Senate Approval 9/21/2022. Updates made on 5/01/2024.

Consider the most appropriate method for assigning the course to a discipline or disciplines. There are three methods for assignment courses to disciplines:

- A course can be assigned to a single discipline
- A course can be assigned to more than one discipline with an "or"
  a. Example: ARTS 101 assigned to Art *or* Graphic Design. The minimum qualifications for either discipline provide adequate preparation to teach the course content.
- Course assigned to more than one discipline with an "and"
  b. Example: HUMA 120 assigned to Humanities *and* Ethnic Studies. The minimum qualifications for both disciplines *together* provide adequate preparation to teach the course content.

Resources

1. The Course Outline of Record: A Curriculum Reference Guide Revisited (ASCCC)
2. Minimum Qualifications Handbook
3. Program Course and Approval Handbook, 8th Edition
4. "Who Gets to Teach that Course? The Importance of Assignment Courses to Disciplines."