PERALTA COMMUNITY COLLEGE DISTRICT

PERALTA COMMUNITY COLLEGES DISCIPLINE LIST

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PERALTA COMMUNITY COLLEGE

DISTRICT COURSE

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Accounting Updated

Master's in accountancy or business administration with accounting concentration **OR** Bachelor's in business with accounting emphasis or business administration with accounting emphasis or economics with an accounting emphasis **AND** Master's in business, business administration, business education, economics, taxation, finance or the equivalent *(NOTE: A bachelor's degree in accountancy or business administration with accounting concentration, with a CPA license is an alternative qualification for this discipline.)*

BUS 001A, Financial Accounting
BUS 001B, Managerial Accounting
BUS 002, Introduction to Business Law [also BUSINESS]
BUS 004, Cost Accounting
BUS 020, General Accounting
BUS 021, Payroll Accounting
BUS 024, Computerized Accounting Principles
BUS 209, Fundamentals of Income Tax
BUS 209F, Income Tax Preparation Field Studies (VITA)
Attached an updated list for revision

Adapted Computer Technology: Disabled Students Programs and Services Added

Master's, or equivalent foreign degree, in the category of disability, special education, education, psychology, educational psychology or rehabilitation counseling AND 15 semester units of upper division or graduate study in adapted computer technology
The following courses in Learning Resources (LRNRE) discipline (attached an updated list for revision
)
LRNRE 211 Computer Access
LRNRE 214 ADAP Web Page Design
LRNRE 272 Computer Access Project

Administration of Justice (Police science, corrections, law enforcement)

Any bachelor's degree or higher and two years of professional experience **OR**
Any associate degree and six years of professional experience.

All courses in Administration of Justice (ADJUS) discipline.
COPED 476A, Occupational Work Experience in Administration of Justice

Aeronautics (Airframe and power plant, aircraft mechanics, aeronautical engineering technician, avionics)

Any bachelor's degree or higher and two years of professional experience **OR**
Any associate degree and six years of experience.

All courses in Aviation Maintenance (AMT) discipline.

African American Studies added
Master's degree in African-American/Black/Africana

Studies OR Bachelor's degree in African-

American/Black/Africana Studies AND master's degree

in Ethnic Studies OR the equivalent

All courses in African-American Studies (AFRAM) discipline

Air Conditioning, Refrigeration, Heating (Solar energy technician)
Any bachelor's degree or higher and two years of professional experience, or any associate degree and six years of professional experience.
All courses listed in Environmental Control Technology (ECT)

Anthropology
Master's in anthropology or archaeology **OR** Bachelor's in either of the above **AND** Master's in sociology, biological sciences, forensic sciences, genetics or paleontology **OR** the equivalent.

All courses in Anthropology (ANTHR) discipline.

Architecture
Any bachelor's degree or higher and two years of professional experience, or any associate degree and six years of professional experience.

All courses in Architectural (ARCH) discipline.
COPED 466B, Occupational Work Experience in Architectural Technology

Art
Master's in fine arts, art, or art history **OR**
Bachelor's in any of the above **AND** Master's in humanities **OR** the

equivalent.

All courses in Art (ART) discipline.

(NOTE: *"Master's in fine arts "as used here refers to any master's degree in the subject matter of fine arts, which id defined to include visual studio arts such as drawing, painting, culture, printmaking, ceramics, textiles, and metal and jewelry art; also, and art education and art therapy. It does not refer to the 'Masters of Fine Art" (MFA) degree when that degree is based on specialization in performing arts of dance, film, video, photography. Creative writing or other nonplastic arts.)*

Astronomy refer to Physics/Astronomy
Master's in physics, astronomy or astrophysics OR Bachelor's in physics or astronomy AND Master's in engineering, mathematics, meteorology, or geophysics OR equivalent.

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All courses in Astronomy (ASTR) discipline

Athletic Training: added
This discipline listing applies only to instructors teaching apportionment-generating courses in the subject of athletic training. Non-apportionment-generating athletic training activity is not subject to minimum qualifications.
The minimum qualifications for disciplines on this list are any bachelor's degree or higher and two years of professional experience, or any associate degree and six years of professional experience.

All courses in Athletics (ATHL) discipline
Attached an updated list for revision

Auto Body Technology
Any bachelor's degree or higher and two years of professional experience **OR**
Any associate degree and six years of professional experience.

All courses in Auto Body and Paint (AUTOB)
discipline. APPR 401A-H, Auto Body Repair
APPR 405 A-H, Auto Painting
APPR 486, AUTOMOTIVE AIR CONDITIONING

Auto Mechanics updated
Any bachelor's degree or higher and two years of professional experience **OR**
Any associate degree and six years of professional

experience.

All courses in Auto Mechanics (ATECH) discipline.

Aviation (Flight, navigation, ground school, air traffic control)
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional

experience.

All courses in Aviation Operations (AVIAO) discipline.

Banking and Finance
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses in Banking and Finance (BNK/F) discipline.

Biological Sciences
Master's in any biological science **OR** Bachelor's in any biological science **AND**
Master's in biochemistry, biophysics, or marine science **OR** the equivalent.

All courses in Biology (BIOL) discipline.

Bioscience/Biotechnology added

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Bachelor's degree in the biological sciences, chemistry, biochemistry or engineering, and two years of full-time related professional experience.

All courses in (BIOSC) discipline
COPED 484B OCCUPATIONAL WORK EXPERIENCE IN BIOSCIENCE
Attached an updated list for revision

Business Updated
Master's in business, business management, business administration, accountancy, finance, marketing, or business education **OR**
Bachelor's in any of the above **AND** Master's in economics, personnel management, public administration, or JD or LL.B. degree **OR**
Bachelor's in economics with a business emphasis **AND** Master's in personnel management, public administration, or JD or LL.B. degree **OR** the equivalent.

All courses in Business (BUS) discipline EXCEPT:
(1) Those listed under ACCOUNTING except Bus 2
(2) Those listed under MANAGEMENT except Bus 54
COPED 456E, Occupational Work Experience in General Business and Management
Attached an updated list for revision

Cabinet Making
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses in Wood Technology (WDTEC)
discipline.

Carpentry
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses in Carpentry (CARP)
discipline.
COPED 478A, Apprentice Work Experience in MILL &
CABINET MAKER

Chemistry
Master**'**s in chemistry **OR** Bachelor's in chemistry or biochemistry **AND** Master's in biochemistry, chemical engineering, chemical physics, physics, molecular biology, or geochemistry **OR** the equivalent.

All courses in Chemistry (CHEM) discipline.

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Child Development/Early Childhood Education
Master's in child development, early childhood education, human development, home economics/family and consumer studies with a specialization in child development/early childhood education, educational psychology with a specialization in child development/early childhood education OR
Bachelor's in any of the above AND Masters in social work, educational supervision, elementary education, special education, psychology, bilingual/bicultural education, life management/home economics, family life studies, or family and consumer studies OR the equivalent.

All credit courses in Child Development (CHDEV) discipline, course number range from 1 to 499
COPED 472A, Occupational Work Experience in Child Development

Parent Education Noncredit added
Bachelor's degree in child development, early childhood education, human development, family and consumer studies with a specialization in child development or early childhood education, educational psychology with a specialization in child development, elementary education, psychology, or family life studies; and two years of professional experience in early childhood programs or parenting education. Page 54

All noncredit courses in Child Development (CHDEV) discipline course number range from 500 to 600, attached an updated list for revision

Coaching updated
Any bachelor's degree or higher and two years of professional experience, or any associate degree and six years of professional experience.

All courses in Sport Fitness (SPFT) discipline, attached an updated list for revision

Public Relations updated
Any bachelor's degree or higher and two years of professional experience, or any associate degree and six years of professional experience.

All courses in Community Social Services (COSER) discipline attached an updated list for revision
All course in Human Services (HUSV) attached an updated list for revision

Computer Information Systems [Computer Network Installation, Microcomputer Technology, Computer Applications]
Any bachelor's degree or higher and two years of professional experience. **OR** Any associate degree and six years of professional experience.
All courses in Computer Information System (CIS) discipline

Computer Science [Computer Programming] added
Master's in computer science or computer engineering **OR** Bachelor's in either of the above **AND** Master's in mathematics, cybernetics, business administration, accounting, or

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engineering **OR** Bachelor's in engineering **AND** Master's in cybernetics, engineering, mathematics, or business administration **OR** Bachelor's in mathematics **AND** Master's in cybernetics, engineering, mathematics, or business administration **OR** Bachelor's degree in any of the above AND a Master's degree in information science, computer information systems, or information systems **OR** the equivalent.
(Note: Courses in the use of computer programs for application to a particular discipline may be classified, for minimum qualifications purposes, under the discipline of the application.) page 32

All courses in Computer Science (CS) discipline.

Communication Studies (Speech Communication) updated

Master's in speech, speech broadcasting, telecommunications, rhetoric, communication, communication studies, speech communication or organizational communication OR Bachelor's in any of the above AND Master's in drama/ theater arts, mass communication or English OR the equivalent. Page 31

All courses in (COMM) discipline, attached an updated list for revision

Commercial Music added

Any bachelor's degree or higher and two years of professional experience
All courses in (MUSIC-CM) discipline, attached an updated list for revision

Construction Management

Any bachelor's degree or higher and two years of professional experience **OR**
Any associate degree and six years of professional experience.

All courses in Construction Management (CONMT) discipline.

Cosmetology

Any bachelor's degree or higher and two years of professional experience. **OR** Any associates degree and six years of professional experience.

All courses in Cosmetology (COSM) discipline.
APPR 455 COSMETOLOGY APPRENTICE
APPR 456 BARBER APPRENTICE

Counseling

Master's in counseling, rehabilitation counseling, clinical psychology, counseling psychology, guidance counseling, educational counseling, social work, career development, marriage and family therapy **or marriage, family and child counseling OR** the equivalent. *(NOTE: A bachelor's degree in one of the listed degrees and a license as a Marriage and Family Therapist (MFT) is an alternative qualification for this discipline.)*

All courses in Counseling (COUN) discipline.

NOTE: This is a non-instructional FSA for counselor assignments (ZZCON). See DSPS COUNSELOR FSA (code AA) for DSPS counseling assignments.

Court Interpreting: added

Any bachelor's degree or higher and
two years of professional experience, or any associate degree and six years of professional experience.

All courses in Legal Community Interpreting (LCI) discipline, attached an updated list for revision

Culinary Arts/Food Technology (Food service, meat cutting, baking, waiter/waitressing, bartending)

Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses in Culinary Arts (CULIN) discipline.

Dance

Master's in dance, physical education with a dance emphasis, or theater with dance emphasis **OR** Bachelor's in any of the above **AND** Master's in physical education, any life science, physiology, theater arts, kinesiology, humanities, performing arts, or music **OR** the equivalent.

All courses in Dance (DANCE) discipline.

Folk Dance added

Any bachelors' degree or higher and two professional experience. OR any associates degree and six years of professional experience. Page 61

All courses in Folk Dance (DANCEFOLK) discipline, attached an updated list for revision

Dental Technology (Dental Assisting, dental hygiene)

Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional

experience.

All courses in Dental Assisting (DENTL) discipline.

Diesel Mechanics

Any bachelor's degree or higher and two years of experience **OR**
Any associate degree and six years of professional

experience. All courses in Diesel Mechanics (DMECH)

discipline, and

APPR 453 DIESEL ENGINES I
APPR 454 DIESEL ENGINES II
APPR 451 TRUCK MECHANICS CHASSIS SYSTEMS I Needs revision/confirmation
APPR 452 Truck Mechanics Chassis System II Needs revision/confirmation

Digital Fabrication Technician added
Two years professional experience AND Any bachelor's degree or higher OR 6 years of professional experience AND Any associate's degree, See attached proposal. Page 7, 60

All courses in DigFab discipline.

Drama/Theater Arts
Master's or Master of Fine Arts in drama/theater arts/Performance OR Bachelor's or Bachelor of Fine Arts in drama/theater arts/performance AND Master's in comparative literature, English, communication studies, speech, literature or humanities OR the equivalent

All courses in the Theatre Arts (THART) discipline.

Earth Science
Master's in geology, geophysics, earth sciences, meteorology, oceanography, or paleontology **OR**
Bachelor's in geology **AND** Master's in geography, physics, or geochemistry **OR** the equivalent. All courses in Geology (GEOL) discipline.

ECONOMICS
Master's in economics **OR**
Bachelor's in economics **AND** Master's in business, business administration, business management, business education, finance, or political science **OR** the equivalent.

All courses in Economics (ECON) discipline.

Education
Master's in education **OR** the equivalent.

All courses in Education (EDUC) discipline.

Electricity (Electrical power distribution)
Any bachelor's degree or higher and two years of professional experience. OR
Any associate degree and six years of professional experience.

All courses in Electricity/Electronics Technology (E/ET) discipline.

Emergency Medical Technologies
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses in Emergency Medical Technician (EMT) discipline.

Engineering
Master's in any field of engineering **OR** Bachelor's in any of the above **AND** Master's in mathematics, physics, computer science, chemistry, or geology **OR** the equivalent.
(NOTE: A Bachelor's in any field of engineering with a professional engineer's license is an alternative qualification for this discipline, pursuant to Title 5 Section 53410.1.)

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All courses in Engineering (ENGIN) discipline.

English
Master's in English, literature, comparative literature, or composition **OR**
Bachelor's in any of the above **AND** Master's in linguistics, TESL, speech, education with a specialization in reading, creative writing, or journalism **OR** the equivalent.

All credit courses in English (ENGL) discipline, course numbers from 1-499

Reading - Basic Skills: Noncredit added
Bachelor's degree in English, literature, comparative literature, composition, linguistics, speech, creative writing or journalism OR Bachelor's degree in any discipline and twelve semester units of coursework in teaching reading.
The following noncredit courses in English (ENGL) discipline:
ENGL 501 Supervised Tutoring in Composition and Reading attached an updated list for revision

Writing - Basic Skills: Noncredit added
Bachelor's degree in English, literature, comparative literature, composition, linguistics, speech, creative writing or journalism OR Bachelor's degree in any discipline and twelve semester units of coursework in teaching reading.

The following noncredit courses in English (ENGL) discipline:
ENGL 508ABCD Academic Composition Skills Series
ENGL 540 Sentence Development for Writers
ENGL 541 Troubleshooting Grammar?? Attached an updated list for revision
ENGL 511 Placement Exam Preparation?? Attached an updated list for revision

English as a Second Language (ESL)
Master's in TESL, TESOL, applied linguistics with a TESL emphasis, linguistics with a TESL emphasis, English with a TESL emphasis, or education with a TESL emphasis **OR**
Bachelor's in TESL, TESOL, English with a TESL certificate, linguistics with a TESL certificate, applied linguistics with a TESL certificate, or any foreign language with a TESL certificate **AND** Master's in linguistics, applied linguistics, English, composition, bilingual/bicultural studies, reading, speech, or any foreign language **OR** the equivalent.
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All credit courses in English for Speakers of other Language (ESOL) discipline, course numbers from 1-499

English as a Second Language (ESL): Noncredit added
Bachelor's degree in teaching English as a second language, or teaching English to speakers of other languages OR Bachelor's degree in education, English, linguistics, applied linguistics, any foreign language, composition, bilingual/bicultural studies, reading, or speech; and a certificate in teaching English as a second language, which may be completed concurrently during the first year of employment as a noncredit instructor OR Bachelor's degree with any of the majors specified in subparagraph (2) above; and one year of experience teaching English as a second

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language in an accredited institution; and a certificate in teaching English as a second language, which may be completed concurrently during the first two years of employment as a noncredit instructor

OR Possession of a full-time, clear California Designated Subjects Adult Education Teaching Credential authorizing instruction in English as a second language. Page 53

All Noncredit courses in English for Speakers of other Language (ESOL) discipline, course number range from 500 to 600, attached an updated list for revision

Environmental Control Technology (formerly Air Conditioning & Refrigeration)
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses in Environmental Control Technology (ECT) discipline.
COPED 466, Occupational Work Experience in Environmental Control Technology

Environmental Studies Updated
Master's in ecology or environmental studies OR the equivalent OR see Interdisciplinary Studies

All courses in Environmental Management &Tech (ENVMT) discipline
COPED 476F, Occupational Work Experience in Environmental Management Technology

Ethnic Studies
Master's in the ethnic studies field OR A master's in American Studies/Ethnicity, Latino Studies. La Raza studies, Central American Studies, Latin American Studies, Cross Cultural Studies, Race and Ethnic Relations, Asian-American, or African American Studies OR the equivalent OR See Interdisciplinary Studies

All courses in African-American Studies (AFRAM) discipline.
All courses in Asian/Asian-American Studies (ASAME)
discipline. All courses in Mexican/Latin-American
Studies (M/LAT) discipline. All courses in Native
American Studies (NATAM) discipline.
All courses in Ethnic Studies (ETHST) discipline.

Fashion and Related Technologies (Merchandising, design, production)
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional

experience.

All courses in Apparel Design and Merchandising (ADAM) discipline.

Fire Technology
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience. **OR** the

equivalent. All courses in Fire Science (FISCI) discipline.

COPED 476H Occupational Work Experience in Fire Science

Foreign Languages: Arabic:
Master's in the language being taught **OR** Bachelor's in the language being taught **AND** Master's in another language or linguistics **OR** the equivalent. P.39

All courses in Chinese (ARAB) discipline.

Foreign Languages: CHINESE
Master's in the language being taught **OR** Bachelor's in the language being taught **AND** Master's in another language or linguistics **OR** the equivalent

All courses in Chinese (CHIN) discipline.

Foreign Languages: FRENCH
Master's in the language being taught **OR** Bachelor's in the language being taught **AND** Master's in another language or linguistics **OR** the equivalent.

All courses in French (FREN) discipline.

Foreign Languages: GERMAN
Master's in the language being taught **OR** Bachelor's in the language being taught **AND** Master's in another language or linguistics **OR** the equivalent.

All courses in German (GERM) discipline.

Foreign Languages: JAPANESE
Master's in the language being taught **OR** Bachelor's in the language being taught **AND** Master's in another language or linguistics **OR** the equivalent

All courses in Japanese (JAPAN) discipline.

Foreign Languages: SPANISH
Master's in the language being taught **OR** Bachelor's in the language being taught **AND** Master's in another language or linguistics **OR** the equivalent

All courses in Spanish (SPAN) discipline.

Foreign Languages: Vietnamese added
Master's in the language being taught OR Bachelor's in the language being taught AND Master's in another language or linguistics OR the equivalent

All courses in (VIET) discipline.

Geography
Master's in geography **OR** Bachelor's in geography **AND** Master's in geology, history, meteorology, or oceanography **OR** the equivalent , OR see interdisciplinary Studies

All courses in Geography (GEOG) discipline.

Graphic Arts (Desktop publishing), also see Printing Technology (Typography,

composition printing)

Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses in Graphic Arts (GRART) discipline
COPED 466, Occupational Work Experience in Graphic Arts

General Work Experience: Updated

The minimum qualifications for an instructor or coordinator of general or occupational work experience education, as defined in Section 55252, shall be the minimum qualifications in any discipline in which work experience may be provided at the college where the instructor or coordinator is employed.

Note: Authority cited: Sections 70901 and 87356, Education Code. Reference: Sections 70901 and 87356, Education Code. Page 79

COPED 450 General Work Experience in (COPED) discipline, attached an updated list for revision

Health

Master's in health science, health education, biology, nursing, physical education, kinesiology, exercise science, dietetics, nutrition, or public health **OR** Bachelor's in any of the above **AND** Master's in biological science **OR** the equivalent.

All courses in Health Education (HLTED)
discipline. All courses in Health
Occupations (HLTOC) discipline.

Health Care Ancillaries (Medical assisting, hospice worker, home care aide, certified nurse aide, health aide, ward clerk, central service technology, childbirth educator, primary care associate, massage therapy) updated

Any bachelor's degree or higher and two years of professional experience **OR**
Any associate degree and six years of professional experience. P# 18, 62

All courses in Medical Assisting (MEDAS) discipline
COPED 470A, Occupational Work Experience in
certified nurse assistant/home health aide
COPED 470D, Occupational Work Experience in
Vocational Nursing
COPED 470F, Occupational Work Experience in Medical
Assisting
COPED 470G, Occupational Work Experience in
Chronic Care Assistant

Health Services Director/Health Services Coordinator/College Nurse

Minimum Qualifications for these faculty members are specified in Title 5 Section 53411.
NOTE: This is a non-instructional FSA for college nurse assignments (ZZHSR).

History

Master's in history **OR** Bachelor's in history **AND** Master's in political science, humanities, geography, area studies, women's studies, social science, or ethnic studies **OR** the

equivalent.

All courses in History (HIST) discipline.

Humanities
Master's in humanities **OR** the equivalent **OR** see

Interdisciplinary Studies All courses in Humanities (HUMAN)

discipline.

Instructional Design/ Technology added
Master's in instructional design/technology or educational technology OR the equivalent. Page 40
All courses in Educational Technology (EDT) discipline

Journalism
Master's in journalism or communication with a specialization in journalism **OR**
Bachelor's in either of the above **AND** Master's in English, history, communication, literature, composition, comparative literature, any social science, business, business administration, marketing, graphics, or photography **OR** the equivalent.

All courses in Journalism (JOURN) discipline.

Kinesiology added
Master's degree in kinesiology, physical education, exercise science, education with an emphasis in physical education, kinesiology, physiology of exercise or adaptive physical education OR Bachelor's degree in any of the above AND Master's degree in any life science, dance, physiology, health education recreation administration or physical therapy OR the equivalent. Page 41

All courses in (KIN) discipline, attached an updated list for revision

Labor Relations
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional

experience.

All courses in Labor Studies (LABST) discipline.

Learning Assistance or Learning Skills Coordinators or Instructors, and Tutoring Coordinators updated
Any master's degree level discipline in which learning assistance or tutoring is provided at the college where the coordinator is employed;
OR A master's degree in education, educational psychology, or instructional psychology, or

other master's degree with emphasis in adult learning theory
(NOTE: Minimum qualifications do not apply to tutoring or learning assistance for which no apportionment is claimed.) Page 42
The following courses in Learning Resources (LERNR) discipline (under revision)

Learning Disabilities:Disabled Student Programs and Services Updated

Master's degree, or equivalent foreign degree, in the category of disability, special education, education, psychology, educational psychology or rehabilitation counseling;

AND 15 semester units of upper division or graduate study in the area of disability. Page 42

List all LRNRE for DSPS (under revision)

Discussion: would it be possible to split LRNRE to two different disciplines: LRNRE for Learning

Assistance, and LRNRE/DS for learning disabilities?

Legal Assisting (Paralegal)
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses in Paralegal Studies (PARLG) discipline.
COPED 474A, Occupational Work Experience in Paralegal

Library Science
Master's in library science, library and information science, **OR** the equivalent.

All courses in Library Information Studies (LIS) discipline.
NOTE: This is also a non-instructional FSA for librarian assignments (ZZLIB).

Linguistics
Master's in linguistics or applied linguistics **OR** Bachelor's in linguistics **AND** Master's in TESOL, anthropology, psychology, sociology, English, or any foreign language **OR** the equivalent.

All courses in (LING) discipline.

Machine Tool Technology
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional

experience

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All courses in Machine Technology (MACH) discipline.

Management

Master's in business administration, business management, business education, marketing, public administration, or finance **OR** Bachelor's in any of the above **AND** Master's in economics, accountancy, taxation, or law **OR** the equivalent.

All courses in Management and Supervision (M/SVN) discipline. The following courses in the

Business (BUS) discipline:
BUS 8, Business Ethics and Leadership
BUS 9, Introduction to Management
BUS 048A-H, Selected Topics in Business
[Management] BUS 050, Principles of Management
BUS 051, Elements of Supervision
BUS 052, Psychology and Human Relations
BUS 054, Small Business Management [also BUSINESS] BUS 055A, Small Business Administration
BUS O55B, Small Business Administration BUS 056, Human Resources Management
BUS 248A-H, Selected Topics in Business [Management]

Marketing

Master's in business administration, business management, business education, marketing, advertising, or finance **OR** Bachelor's in any of the above **AND** Master's in economics, accountancy, taxation, or law **OR** the equivalent.

The following courses in the Business (BUS) discipline:
BUS 070, Introduction to Marketing
BUS 072, Principles of Retailing
BUS 074, Introduction to Advertising
BUS 075, Salesmanship
BUS 76, E-commerce/Entrepreneurship
BUS 83, Introduction to Digital Marketing
BUS 456J, Occupational Work Experience in Marketing Management [0509.00AL]

Mathematics

Master's in mathematics or applied mathematics **OR**
Bachelor's in either of the above **AND** Master's in statistics, physics, or mathematics education

OR equivalent

All credit courses in Mathematics (MATH) discipline EXCEPT:
MATH 257 Learning Strategies in Algebra and Geometry (see Learning Disabilities)
MATH 258 Introduction to Mathematical Concepts and Strategies (see Learning Disabilities)

Mathematics Basic Skills: Noncredit added

Bachelor's degree in mathematics, CCR 53412 (b) page 54
All noncredit courses in (MATH) discipline, course number range from 500-600

Media Production (Broadcasting Technology) updated
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.
All courses in (MEDIA) discipline

Multimedia updated
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience. All courses in (MMART,

MM/AN, MM/DI, MM/MW, and MM/VI) disciplines

Modern Making (Quality control, process control) added
Any bachelor's degree or higher and two years professional experience OR Any associate degree and six years of professional experience. As listed in Manufacturing Technology.

All course in (MAKR) discipline

Music
Master's in music **OR** Bachelor's in music **AND** Master's in humanities **OR** the

equivalent. All courses in Music (MUSIC) discipline.

Nursing updated: (removed all courses in Nurse Aide (NURAD) discipline, and in Vocational Nursing (V/NUR) discipline due to deactivation)
Master's in nursing **OR** Bachelor's in nursing **AND** Master's in health education or health science **OR** the equivalent **OR** the minimum qualifications as set by the Board of Registered Nursing, whichever is higher.

All courses in Nursing (NURS) discipline.
COPED 470B, Occupational Work Experience in Nursing, Associate Degree

Nursing Science: Clinical Practice
Any bachelor's degree or higher and two years of professional experience. **OR**
Any associate degree and six years of professional experience.

All courses, or labs for courses, in clinical practice under NURS discipline. All skills labs under NURS discipline.

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Nutritional Science/Dietetics

Master's in nutrition, dietetics, or dietetics and food administration **OR** Bachelor's in any of the above **AND** Master's in chemistry, public health, or family and consumer studies/home economics **OR** the equivalent. *(NOTE: A Bachelor's in nutrition, dietetics, or dietetics and food administration, and certification as a registered dietitian, is an alternative qualification for this discipline, pursuant to Title 5 Section 53410.*1.)

All courses in the Nutrition and Dietetics (NUTR) discipline.

Office Technologies (Secretarial skills, office systems, word processing, computer applications, automated office training)

Any bachelor's degree or higher and two years of professional experience. **OR** Any associate degree and six years of professional.
The following courses in the Business (BUS) discipline:

BUS 038, Intro to Microcomputers and Business Software
BUS 040AA, Introduction to Microsoft ACCESS for Business Applications
BUS 040AB, Introduction to Microsoft ACCESS for Business Applications
BUS 043B, Intro to Microsoft Excel for Business Applications
BUS 207A, Business English
BUS 207B, Business Correspondence
BUS 216, Legal Secretarial Studies (Divorce/Corporate/etc.)
BUS 217, Legal Secretarial Studies (Probate/Wills/etc.) BUS 218, Legal Secretarial Studies (Civil Litigation)
BUS 219, Computer Literacy BUS 221, Office Procedures
BUS 225, The Professional Office Environment
BUS 227, Word processing for legal professionals
BUS 230D, Beginning Keyboarding
BUS 238B, Word Processing II
BUS 240, Introduction to Word Processing Concepts

Ornamental Horticulture (Landscape horticulture, design, maintenance, landscape architecture, floristry, floral design)

Any bachelor's degree or higher and two years of professional experience. OR
Any associate degree and six years of professional experience.

All courses in Landscape Horticulture (LANHT) discipline.
COPED 452A, Occupational Work Experience in Landscape Horticulture

Philosophy

Master's in philosophy **OR**
Bachelor's in philosophy **AND** Master's in humanities or religious studies, **OR** the

equivalent. All courses in Philosophy (PHIL) discipline.

Photographic Technology/Commercial Photography

Any bachelor's degree or higher and two years of professional experience **OR**
Any associate degree and six years of professional experience.

All courses in Photography (PHOTO) discipline.

Physical Sciences/ see Interdisciplinary Studies
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.
(NOTE: The Interdisciplinary Studies discipline is provided to allow for those cases where it is locally determined that a course must be taught by someone with qualifications that exceed a single discipline. The constituent disciplines can include any disciplines found in the Master's List.) Page 41,46

All courses in Physical Science (PHYSC) discipline.

Physics/Astronomy
Master's in physics, astronomy, or astrophysics **OR** Bachelor's in physics or astronomy **AND** Master's in engineering, mathematics, meteorology, or geophysics **OR** the equivalent.
All courses in Physics (PHYS)
discipline. All courses in
Astronomy (ASTR) discipline.

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, social science, sociology, any ethnic studies, JD, or LL.B. **OR** the equivalent.

All courses in Political Science (POSCI) discipline.

Psychology updated (Removed course in Learning Resources (LRNRE) discipline)
Master's in psychology **OR** Bachelor's in psychology **AND** Master's in counseling, sociology, statistics, neuroscience, or psychiatric social work **OR** the equivalent.

All courses in Psychology (PSYCH)

discipline

Radiological Technology Updated (Replaced courses in Radiologic Technology (RADTE) discipline with the new discipline RADSC)
Any bachelor's degree or higher and two years' professional experience. OR Any associate degree and six years of professional experience.

All courses in Radiologic Technology (RADSC) discipline.
COPED 470C, Occupational Work Experience in Radiologic Science

Real Estate
Any bachelor's degree or higher and two years professional experience. OR
Any associate degree and six years of professional experience.

All courses in Real Estate (RLEST)
discipline.
COPED 456K, Occupational Work Experience in Real Estate

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RELIGIOUS STUDIES
Master's in religious studies, theology, or philosophy OR Bachelor's in any of the above AND Master's in humanities OR the equivalent

AFRAM 045, Religion and the African-American Church in America [also ETHNIC STUDIES]
HUMAN 040, Religions of the World [also HUMANITIES]
HUMAN 045, Religion & the African-American Church in America

Sign Language
Any bachelor's degree or higher and two years' professional experience **OR**
Any associate degree and six years of professional experience.

All courses in American Sign Language (ASL) discipline.

Social Science
Master's in social science. **OR Equivalent OR** See Interdisciplinary Studies

All courses in Social Science (SOCSC) discipline.

Sociology
Master's in sociology **OR** Bachelor's in sociology **AND** Master's in anthropology, and ethnic studies, social work, or psychology **OR** the equivalent.

All courses in Sociology (SOC) discipline.

Welding
Any bachelor's degree or higher and two years of professional experience **OR**
Any associate degree and six years of professional experience.

All courses in Welding Technology (WELD) discipline.

Women's Studies
Master's in women's studies **OR** the equivalent **OR** see Interdisciplinary Studies

All courses in the Women's Studies (WS) discipline
and
ART 013, History of Women in Art [also ART]
ENGL 032A, Contemporary Women Writers [also ENGLISH]
HIST 056, Sociology of Women [also HISTORY]
SOC 003, Sociology of Women [also SOCIOLOGY]

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Reference:

2021 Minimum Qualifications for Faculty and Administrators in California Community Colleges
https://www.cccco.edu/-/media/CCCCO-Website/About-Us/Divisions/Educational-Services-and-Support/Academic-Affairs/What-we-do/Curriculum-and-Instruction-Unit/Minimum-Qualifications/cccco-2021-report-min-qualifications-a11y.pdf?la=en&hash=AB424D9D2AEDEEBE2A54757BF58ABFC2B852A2F9

FAQs on Minimum Qualifications (MQs)
https://www.asccc.org/sites/default/files/MQs_FAQs_R.doc

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:

https://www.asccc.org/disciplines-list

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:

https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/What-we-do/Educational-Programs-and-Professional-Development/Minimum-Qualifications

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:

https://www.asccc.org/disciplines-list

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, 2016):

- Equivalency determinations should be made by an equivalency committee that is a subcommittee or standing committee of the academic senate.
- The equivalency committee should include representatives appointed by the academic senate to ensure that the process is consistent and fair.
- Equivalency should be determined with input from discipline faculty.
- Equivalency processes for part-time faculty and "emergency hires" 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 but maintain records of the outcomes and documentation of the equivalency requests.
- Local senates must never allow equivalency to be delegated to administration or classified staff or to allow determinations to degenerate into becoming a gathering of signatures without discussion.
- Equivalency policies at each district and college should be reviewed regularly.
- 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 take action on the equivalency before hiring occurs.

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

https://asccc.org/papers/equivalence-minimum-qualifications-1

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://asccc.org/disciplines-list

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. All of the MQs for noncredit faculty are now listed in the Disciplines List.

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 reductions in force. 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 §§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:

https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Educational-Services-and-Support/What-we-do/Educational-Programs-and-Professional-Development/Minimum-Qualifications

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 Kinesiology (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 disciple 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 Biological Sciences 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 Biological Sciences discipline.

Q#20: Is it true that in order to teach a class placed within two or more disciplines that the instructor only has to be qualified in ONE of the disciplines to teach it, not both?

A: Yes, if done properly. Some courses may be appropriately assigned to more than one discipline. For example, a course entitled HIST 177 "Economic History of the United States" may be appropriately placed in both the *economics* and *history* disciplines. The discipline placement for HIST 177 could then be History OR Economics to indicate 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. However, if the discipline placement for HIST 177 is listed as History AND Economics, then the faculty teaching this course must meet the MQs for both History and Economics. Therefore, curriculum committees must exercise care in how they place courses within multiple disciplines.

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 placed within 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 and must be determined locally). 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. Title 5 §53406 requires faculty to have earned degrees from accredited institutions. However, §53406 also permits districts to determine the equivalency of foreign degrees through locally determined processes. 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.

****

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://californiacommunitycolleges.cccco.edu/Portals/0/Reports/2017-Minimum-Qualifications-Handbook-r1-ADA.pdf

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 Revision Handbook (adopted by the Executive Committee Spring 2014, updated spring 2020)
https://asccc.org/sites/default/files/DLHandbook_Final_Revision_Spr_20.pdf

Equivalence to the Minimum Qualifications. (adopted Fall 2016).
http://asccc.org/sites/default/files/equivalency_paper.pdf

Qualifications For Faculty Service In The California Community Colleges: Minimum Qualifications, Placement Of Courses Within Disciplines, And Faculty Service Areas. (adopted Spring 2004).
https://www.asccc.org/sites/default/files/publications/FacultyQuals_0.pdf

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