



CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ACADEMIC SENATE POLICY

Division of Academic Affairs
Approved By: Academic Senate
April 18, 2017

Policy Number: SP 16-06
Effective Date: Fall 2017
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Policy on Cross-listing Courses

PURPOSE:

To clarify the process and implications of cross-listing courses.

BACKGROUND:

SP 01-33 stated:

A course can be cross-listed in two or more program areas if the coordinators for those program areas agree to cross-list the course. Cross-listed courses shall be listed under all program areas in the catalog and class schedules. The program area(s) teaching the course receive the FTEs for the course, or a portion thereof. An agreement to cross-list indicates that the program areas will support the course and accept the units in each program. Students can only receive credit once for each cross-listed course.

SP 02-18 states:

A course can be cross-listed in two or more program areas if the coordinators of those program areas agree to cross-list the course. Cross-listed courses shall be listed under all program areas in the catalog and class schedules. *Course numbering, units, prerequisites, description, and General Education categories shall be identical for cross-listed courses. The program area(s) teaching the course receive the FTEs for the course, or a portion thereof. An agreement to cross-list indicates that the program will support the course and accept the units in each program. Consultation with disciplines involved in the cross-listing must be obtained regarding scheduling, faculty assignment, faculty evaluation, course articulation, and course modification.* Students can only receive credit once for each cross-listed course.

This proposal was originally presented to the Curriculum Committee by the Senate Executive Committee in 2016. The proposal was originated by an ad hoc group of program chairs convened by the Dean of Arts and Sciences in 2015, in response to chairs concerns regarding collaboration in planning and execution of cross-listed courses. In reviewing the original proposal, and with the input of General Education Committee members, the Curriculum Committee points out discrepancies in the application and practice of SP 02-18.

Specifically:

1. There is no mechanism to ensure inter-program collaboration on structure, staffing, and scheduling of cross-listed courses. There may be little to no periodic oversight of a cross-listed course once that course is added to the Course Catalog.
2. Not all chairs consult with other programs before scheduling or staffing cross-listed courses. Scheduling and staffing cross-listed courses must be a joint effort among the collaborating



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programs. To maintain logistical integrity, this consultation must take place, such that staff from collaborating programs are able to attend to the shared responsibilities. Complexity of such consultation increases disproportionately to the number of people involved.

3. As a corollary, students who need cross-listed courses for degree requirements must have the opportunity to fit them into their schedules. Cross-listed courses are part of the intellectual capital realized by CI students, and the scheduling and staffing must take that into consideration.
4. The delivery method of a cross-listed course (face-to-face, hybrid/blended, independent study, online) needs to be determined among the collaborating programs for the benefits of students.

POLICY:

Drafted by: Curriculum Committee 2016-2017: Jared Barton (co-chair), Blake Büller, Rachel Danielson, Marie Francois (GE), Blake Gillespie (co-chair), Jeanne Grier, Mary Laurence, Kristen Linton, Carola Oliva Olson, Monica Pereira, Monica Rivas, Janet Rizzoli, Andrea Skinner, Kaia Tollefson.

Accountability:

Program Chairs and the Continuous Improvement Committee

Applicability:

CSU Channel Islands Faculty and Instructors teaching interdisciplinary courses.

Definition(s): N/A

Policy Text:

1. Any new course may be cross-listed in two program areas.
2. When a new cross-listing of existing courses or new cross-listed course is proposed, both program chairs of the relevant programs shall agree to cross-list the course, jointly decide on the staffing of the course each time it is offered, and collaborate on content. Current agreement and future intent are signified by chairs' approval in the curriculum approval process.
3. In the case (such as with older courses) that courses are cross-listed across more than two programs, then all program chairs shall jointly decide on the staffing of the course each time it is offered, and collaborate on content.



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4. Cross-listed courses shall be listed under both (all) program areas in the catalog and class schedules.
5. Students can only receive credit once for each cross-listed course.
6. Course numbering, units, prerequisites, description, and General Education categories shall be identical for cross-listed courses.
7. The program area(s) funding the course receive the FTEs for the course.
8. Program areas cross-listing the course must consult regarding scheduling, faculty assignment, faculty evaluation, course articulation, course modification, and course delivery method.
9. Removal of a course's cross-listing status may be done at the request of a chair of either program cross-listing the course.
10. Compliance with this policy shall be evaluated as a part of the regular program review process. Part of each program review shall involve justifying all of the cross-listings of a program's courses, and may result in the reduction of cross-listings for a course. Evaluation of compliance will be undertaken by the Continuous Improvement Committee during each program's review.

EXHIBIT(S):

SP 01-33, SP 02-18.