CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
ACADEMIC SENATE

ACADEMIC AFFAIRS COMMITTEE

REPORT TO

THE ACADEMIC SENATE

AA-004-201

Cross Listing Policy

Academic Affairs Committee   Date: January 2021

Executive Committee
Received and Forwarded   Date: March 17, 2021

Academic Senate   Date: April 14, 2021
                                                           <u>First Reading</u>

Background

Your Name: Laura Massa

Your Email: lmassa@cpp.edu

Title of Referral: Cross listing policy

Names and Titles of proponents: Sep Eskandari, Associate Provost

Keywords: cross, listing, cross-listing

Is there a deadline by when this referral needs to be considered by the Academic Senate?: Yes

Deadline Date:

Justification for deadline:

Background: Currently very few CPP courses are cross-listed, and agreement to cross list has been done through an informal process between the departments. As programs who wish to offer courses in GE Area F will need to cross-list with the Ethnic and Women's Studies Department, it is prudent that we establish a formal policy for cross-listing of courses. While the impetus for creating a cross-listing policy is GE Area F, the policy is meant to apply to all courses within the university (both GE and non-GE).CPP cross-listing policy is attached for consideration.

Recommended Resources: Policies for cross-listing of courses at other CSUs, including Channel Islands (attached), Humboldt (attached) and Fullerton (attached).

Attachment 1:
https://s3.amazonaws.com/files.formstack.com/uploads/2070179/36745860/690744824/cpp_cross_listing_policy.docx

Attachment 2:
https://s3.amazonaws.com/files.formstack.com/uploads/2070179/36745907/690744824/csu_channel_islands.pdf

Attachment 3:
https://s3.amazonaws.com/files.formstack.com/uploads/2070179/36745906/690744824/csu_humboldt.pdf

Attachment 4:
https://s3.amazonaws.com/files.formstack.com/uploads/2070179/36745905/690744824/csu_fullerton.pdf

Discussion

CPP Cross listing policy proposed:

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. Cross-listed courses shall be listed under both program areas in the catalog and class schedules.

4. Students can only receive credit once for each cross-listed course pairing.

5. Course numbering, units, prerequisites, description, and General Education categories shall be identical for cross-listed courses.

6. The program area(s) funding the course receive the FTEs for the course.

7. Program areas cross-listing the course must consult regarding scheduling, faculty assignment, faculty evaluation, course articulation, course modification, and course delivery method.

8. Removal of a course's cross-listing status may be done at the request of a chair of either program cross-listing the course.

9. 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 Program Review Committee during each program's review.

Discussion- courses may be cross-listed in more than two programs. This is reflected in updates in recommendations.

There was considerable discussion of the 9th item. We finally concluded that this was essentially leaving initial control at the department level, which was acceptable, but we debated justification for cross listings, if no problems or issues had arisen. We concluded that we didn't have a significantly better proposal, and that if no issues had arisen a single sentence could suffice as justification.

Recommendations

CPP Cross listing policy:

1. Any new course may be cross-listed in multiple program areas.

2. When cross-listing existing courses or proposing new cross-listed courses, 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. Cross-listed courses shall be listed under both program areas in the catalog and class schedules.

4. Students can only receive credit once for any cross-listed course.

5. Course numbering, units, prerequisites, description, and General Education categories shall be identical for cross-listed courses.

6. The program area(s) funding the course receives the FTEs for the course.

7. Program areas cross-listing the course must consult regarding scheduling, faculty assignment, faculty evaluation, course articulation, course modification, and course delivery method.

8. Removal of a course's cross-listing status may be done at the request of a chair of either program cross-listing the course.

9. 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 Program Review Committee during each program's review.