Approved by Academic Senate: 12/16/2004

### POLICIES AND PROCEDURES

## **CURRICULUM OVERLAP DISPUTES**

#### Intent

This policy is intended to settle disputes between instructors/disciplines in the same or different departments who have proposed a course that is perceived as having an overlap in content with an existing active course. Any discipline may create and have approved by the CRC a course that contains content which overlaps that of another course if no objection is raised.

Overlapping content between courses may be considered acceptable by the CRC without the concurrence of the original course's discipline according to the guidelines listed below

## Guidelines

The proposer of the new course should try to collegially resolve the conflict. These efforts must include meeting with the instructor/discipline representative of the conflicting course and may include conducting joint meetings facilitated by third parties (such as the Academic Senate President, the Vice President of Instruction and/or the CRC Chair). The CRC will consider applying the following factors only when such remediation efforts fail to bring closure to the dispute. (NOTE: Not all factors need to be applicable for a single course to be approved by the CRC.)

- The original course is currently being offered.
- The proposer is able to show that the overlapping content is aimed at a different student population, the material is presented in a different context, and/or the course fills a different student need.
- The proposer is able to demonstrate that the proposed course does not duplicate the original course with the intent to draw students from an existing discipline thereby destroying its FTES base.
- The proposed course significantly varies in unit value from the original course (e.g. 1.0 unit vs. 3.0 units).
- The CRC agrees that the content of the proposed course does not significantly overlap the original course as demonstrated through discussion of information

contained in the course outlines submitted to the CRC: e.g. course objectives, topics addressed, textbook, units, etc.).

# **Appeals**

Appeals regarding the application of this policy may be made to the Mission College Academic Senate.

Drafted 11/1/04