

MINIMUM QUALIFICATIONS FOR CALIFORNIA COMMUNITY COLLEGES

For most of you, minimum qualifications (MQ) will be a simple matter. For instance, if you wish to teach U.S. History and you possess a master's degree in U.S. History, there is no doubt that you qualify to pass the first hurdle of employment—meeting the educational MQ for the position.

As you surf through the job announcements in the *Registry*, you should find the educational requirements in that section of each college's position description. Generally, there are two groups of educational MQs: those for academic positions and those for vocational positions. Since the bulk of positions are in the academic areas, we will discuss those first.

The MQs cited in the position announcement generally follow the following pattern:

- 1) Possession of a Master's Degree (or PhD) in the discipline, with those acceptable discipline titles determined by the Statewide Academic Senate; or
- 2) Possession of a Bachelor's Degree in the discipline **and** a Master's in a related field, again determined by the Senate; or
- 3) Possession of a valid California Community College Teaching Credential appropriate to the discipline; or
- 4) Possession of qualifications different from, but equivalent to, those listed on the discipline list, according to criteria and procedures agreed upon by the governing board (of the institution) and the academic senate.

Most of you fit the MQs in items 1 or 2. My description of this fit is a "slam dunk." You should jump over the first hurdle with no problem. Technically and academically, you fill the basic qualifications of the position. (You may skip the next few paragraphs; but, take a look at the "hidden" MQ after those paragraphs.)

Roughly 5% of you can qualify under item 3. Sorry, the issuance of California Community College Credentials was terminated on July 1, 1990. Those that have not expired are still valid; but, no new credentials can be issued, meaning you must qualify under items 1, 2 or 4. (If you hold a valid credential and have lost it, a replacement can be acquired through the Chancellor's Office, California Community Colleges. The latest telephone number for the appropriate office is (916) 327-6227 or 445-1606.)

"What about me?" you say, "I don't qualify under 1, 2 or 3?" There is still hope!

Two kinds of things happen to applicants with this plea. First, I call a "nomenclature" problem. You attended an innovative institution that decided "Sociology" was old hat, and decided to grant degrees in "People Getting Along Together." You get an M.A. in that discipline and find that nobody will include you in an interview pool—you don't have a "Sociology" degree. Well, you do; but, the college or university called it something else. The second case is "the degree (or degrees) I have combined to be the same thing as what you desire." I call this the "squint" case.

What to do? Don't give up, call the Human Resources Office of the college and ask "What is the equivalency policy of the district?" If the response is "huh?" ask to speak to the Dean, Director, Vice President—whoever should know the answer (you will be short-stopped to the Secretary, who will know!). Most districts have a procedure for this. Don't over-react and send a lot of material that is extraneous to your case (recommendations from third-grade teachers really don't count for much).

The "hidden" MQ: You can expect to have a question on the application document or in your interview based upon the following: "In establishing hiring criteria for faculty and administrators, district governing boards shall...develop criteria that include a sensitivity to and an understanding of the diverse academic,

socioeconomic, cultural, disability, and ethnic backgrounds of community college students.” This is an MQ! (CEC§87360)

VOCATIONAL DISCIPLINES

With a few exceptions, this is very straightforward.

Vocational disciplines do not require a Master’s Degree. A Bachelor’s Degree or Associate Degree will suffice. In addition, the listing from the Chancellor’s Office is not exhaustive, so there is latitude in what fits what.

What must be the major for the degree presented? With a few exceptions, any major will do. An example of an exception would be “Nursing Science/Clinical Practice” which would tend to preclude non-Nursing B.A.s because of licensing and liability issues. In programs in which the student receives a recognized certificate, the agency authorizing the certificate may have some control over the requirements for faculty in the program.

The easy way of determining if the position is academic or vocational is to look at the degree requirement. However, to state the obvious, the degree is a minimal hurdle; the real criterion for vocational positions is experience in the vocation.

With a B.A. you must have two years in the vocation, with an A.A. you must have six years. The “hidden” MQ applies.

ADMINISTRATIVE POSITIONS

Academic administrators must have at least an M.A. and the “hidden” number 5.

Good hunting! (But remember, MQs are the first hurdle, not a “slam dunk” for the job!)

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Resources:
[Minimum Qualifications for CCC’s](#)