

## Department Definition

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**Academic Department:** An academic department is an organizational unit within a division composed of one or more interrelated disciplines (as defined by the Statewide Academic Senate Disciplines list and per Title 5 minimum qualifications) for purposes of budget, planning, reporting, personnel hiring and evaluation, and provision of instruction and/or services. Academic departments at Cerritos College have two categories:

**Established Academic Department** - An organizational unit within a division that is devoted to an academic discipline or a collection of related disciplines and is comprised of academic employees who oversee area-specific courses, programs, and/or services. An academic department is considered as such when it offers courses within the discipline(s), carries out a single program review report per cycle, oversees one annual unit plan, and has the potential to provide its own degrees or certificates. In addition, it must have at least one full-time academic employee whose primary assignment is within the department.

**Emerging Academic Department** - An organizational unit within a division that is devoted to an academic discipline or collection of related disciplines vital for the college to offer innovative and necessary area-specific courses, programs, and/or services but lacks a full-time academic employee who meets the minimum qualifications within the discipline, or whose primary assignment lies outside the department. Subsequently, an emerging department is overseen by full-time faculty members from associated academic departments who teach contributing courses to the emerging department's degree and certificate programs. While an emerging department may be overseen by non-discipline faculty, only faculty who hold a valid department FSA or meet state minimum qualifications and local discipline standards may teach courses specifically held within the emerging department.

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### NOTES:

#### [AP 4021 Program Viability \(Cerritos College\)](#)

- **Definition of a Program** - A program is a course or group of courses that lead to transfer, a degree option, a certificate, a credential, or exists under a single TOP code.

#### [ASCCC - Resolution Department Organization](#)

- Resolved that the Academic Senate support the concept of collegial decision-making in the review and evaluation of proposals which would change the organization or functions of specific departments within a college and/or district, and
- Resolved that such proposals should be reviewed and approved by the appropriate faculty bodies, e.g., the department, the curriculum committee, and the academic senate.

#### [ASCCC - Glossary of Terms](#)

- **Academic Discipline** - A curricular subject matter area designated by the Board of Governors (relying on the work of the ASCCC) and used in establishing Minimum Qualifications for faculty.
- **Academic Employees** - Those persons who are employed in positions for which the Board of Governors has established Minimum Qualifications. The term generally includes faculty (including librarians and counselors) and academic administrators.