



Minimum Qualifications and the Equivalency Process

What qualifies as a "minimum qualification?"

Learn more about minimum qualification (MQ) requirements provided by the California Community Colleges [here](#).

What is equivalency?

Applicants who do not hold the specific degree listed in the minimum qualification description must explain how they possess the equivalent background.

Why do we observe and recognize equivalence to the minimum qualifications?

In observance of [Assembly Bill 1725](#), our District has established faculty hiring guidelines to support highly-qualified subject matter experts who:

- Are skilled in teaching and serving the needs of a vibrant student population
- Understand and represent California's racial and cultural diversity
- Promote college and academic success

The Governing Board, represented by the administration, has the principal legal and public responsibility for ensuring an effective hiring process. The faculty, represented by the faculty senate, is responsible for determining department equivalencies and maintaining a highly-qualified peer group. To fulfill these responsibilities, we follow a process to determine when an applicant possesses equivalent qualifications for a faculty position, despite lacking the exact degree or experience specified in listed disciplines. Each college has an established committee to determine equivalency.

How to apply for equivalency

Applicants who do not possess the college degree required to teach a discipline must apply for equivalency with the college. To apply for equivalency, applicants must fill out an online employment application and upload the equivalency form in the attachment section. The college will assign a selection and interview committee to determine applicants who meet the equivalent minimum job qualifications. Equivalency forms must be attached and submitted for each job posting and your unofficial college transcripts.