

## Cross-Listing versus Cross-Referencing

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### **What are cross-referencing and cross-listing?**

Cross-referencing and cross-listing are ways of categorizing a course that spans disciplinary boundaries, so it can fulfill the requirements of more than one major. A course can only be cross-listed or cross-referenced when all relevant departments/programs agree to do so.

### **What is the difference between cross-referencing and cross-listing?**

A cross-listed course provides students with greater flexibility by carrying the prefix of more than one department/program, while a cross-referenced course carries only one prefix. The difference, as described below, reflects varying degrees of shared staffing or substantive overlap.

### **When does it make sense to cross-list a course?**

Though cross-referencing will be sufficient in most cases, cross-listing can be valuable, including when: a) a faculty member has a joint appointment; b) a course is team-taught by members of different departments/ programs; c) a faculty member is appointed to one department/program but contributes core courses to another; or d) a course's content spans more than one field to such a degree that the course could originate in either department/program.

### **What are the advantages of cross-listing?**

Cross-listing a course implies a sharing of curricular resources. It gives students a choice of prefix, potentially expanding the courses they take toward their major. For the primary department/program, it allows faculty members with multidisciplinary interests to teach courses for more than one major. This can better align a faculty member's teaching and research interests, while diversifying student enrollments. A secondary department/program that cross-lists a course can extend its offerings without dedicating additional TUs. More generally, cross listing builds structural connections between departments/ programs, which can lead to ongoing collaborations.

### **How does cross-listing work in practice?**

- When a course is cross-listed, one department/program is designated the primary (or "master" in PeopleSoft), and the other is the secondary. In some cases, a course may be listed in more than two departments/programs.
- Cross-listing a course is always voluntary, requiring the approval of both departments/programs and the Curriculum Committee. The primary department/program takes responsibility for submitting proposals to the Curriculum Committee (via the Course Management Console), requesting that a new or existing course be cross-listed, as well as scheduling and communicating all details of the cross-listed course with the secondary department/program.
- If enrollment limits for each section are not specified, the default is to allow students to enroll under either prefix until the overall enrollment cap is reached. Seats can also be reserved by prefix; however, students cannot switch their enrollment to the other prefix once Add-Drop ends.
- Students who enroll under different prefixes are considered to be in different sections of the cross-listed course and will appear in different rosters. Final grades must be submitted to each roster.
- Combined enrollments for cross-listed courses can now be viewed on the College portal.