



Curriculum Committee MINUTES
 Wednesday, December 3, 2025 1:30 - 4:30pm
Building 2400 Room 204

I. Call to Order:

Voting Members:	Present	Role:
John Ison	Y	Curriculum Committee Chair
William Cowieson	N	MATH/CSCI Division Rep
Allen Menton	Y	Fine Arts Division Rep
Gary Graves	Y	BUS/CIS Division Rep
George Bonnand	Y	Technology and Engineering Division Rep
Guy Dadson	Y	Tech Review Chair, Natural Sciences Div. Rep
Thydan Huynh	Y	COUN Division Rep
Kelly Nelson-Wright	Y	Social Sciences Division Rep
Amber Gonzalez	Y	Ethnic Studies and Student Equity Division Rep
Yolanda Duron	Y	PE Division Rep
Lugene Rosen	Y	LIB Division Rep
Geoff Smith	Y	Humanities Division Rep
Resource Members:	Present	Role:
Carlos Ayon	N	Dean, Business & CIS
Kevin Tran	N	Articulation, Counseling
José Ramón Núñez	N	Vice President of Instruction
Kenneth Starkman	Y	Dean, Technology & Engineering
Nicol Tushla	Y	Admissions & Records
Scott Lee	Y	Articulation Officer
David Soto	N	Education Services & Technology Coordinator
Sofia Trujillo	N	Student Rep
Nicole Rossi	Y	Math Department Coordinator, Math Division Rep Sub

II. Roll Call: 1:35pm

III. Public Comments: *Maximum 10 minutes, 3 minutes per person or group*

IV. Approval of Agendas ACTION ITEM (VOTE) MSU

- A. December 3, 2025, Discussion Agenda
- B. December 3, 2025, Proposal Agenda

V. Approval of Minutes ACTION ITEM (VOTE) MSU

- A. November 19, 2025, Discussion Minutes
- B. November 19, 2025, Proposal Minutes

VI. Curriculum Corrections / Fast-Track Approvals: ACTION ITEMS (VOTE)

- A. PSLO approvals:
- B. DE Addenda approvals:
- C. FSA approvals:
- D. Curriculum Corrections:
- E. Fast-track approvals:

VII. Proposal Agenda (attachment): ACTION ITEM (VOTE) [Approved on Proposal Agenda](#)

VIII. Announcements: (John Ison, Chair)

- A. Coursedog Timeline: I will provide more information in February, as I will get updates at the December 2025 DCCC meeting.
- B. INDS Workgroup (please see attachment and discussion item below)
 - On November 20, 2025, the Faculty Senate voted to create an INDS workgroup.
 - The chair will be elected by the curriculum committee, and the workgroup reports to the curriculum committee.
 - The chair may not be on the curriculum committee.
 - Workgroup members may be on the curriculum committee, or not. Those interested in serving should contact the Faculty Senate President before noon Thursday, December 4 to be placed on the Senate ballot.
 - Faculty Senate President and Curriculum Chair are resource members.
 - Spring semester: Fact-finding, with information and possible recommendations brought to the Curriculum Committee and Senate.
- C. PMAT Reminder: Program narratives with course sequencing should be accurate and reflect department real-life scheduling, since the committee uses the narratives to create program maps.
 - For example: if a course is only offered in the spring, it must be listed as “spring,” not “fall.” If a course is only offered once every two years, it can only be mentioned once in the 4-semester sequence.
- D. Approval Timeline for Common Course Numbering Phase 3 revisions
 - Since proposals must be Board-approved by early May 2026 so that they can be sent to UC TCA on June 1, 2026, the curriculum committee must approve them no later than March, so they can be approved at the April DCCC meeting.
- E. First Week in February: “Target Date” for pre-launching Fall 2027 curriculum
- F. Other announcements

IX. Tech Review Clarification/Updates: (Guy Dadson, Technical Review Chair) INFORMATION ITEM (NO VOTE)

X. INDS Workgroup Member Ballot Call: (John Ison, Chair)

- A. If you are interested in serving on the INDS workgroup, please contact Bridget Kominek, Faculty Senate President (bkominek@fullcoll.edu), before noon on Thursday, December 4 to be placed on the Senate ballot.
- B. The curriculum committee shall elect an INDS workgroup chair at the February 4, 2026 CC meeting.
 - The Senate President and Curriculum Committee Chair will gather names of those interested in serving as chair and I will create a ballot.

[A key point of discussion was the election of the chair by the curriculum committee. The Faculty Senate President’s proposal states that the INDS workgroup chair cannot be a current curriculum member. Initial](#)

uncertainty surrounded the work group’s membership, particularly whether it was unlimited, which raised concerns about fair divisional representation. The balloting process was also unclear, promoting questions about voting procedures and potential membership caps. John committed to clarifying these points with Bridget (Faculty Senate President) including the definition of “unlimited” membership, divisional representation limits, and eligibility of Senate exec members for the chair position. Concerns were voiced regarding the exclusion of curriculum committee members from chairing the group, potentially violating established processes. The call for work group members was sent to all full-time faculty, with the ballot accessible via a link in the e-mail, ensuring transparency in the selection process.

XI. Mission and Collegiality Workgroup Proposal: (*Allen Menton, Fine Arts*) **ACTION ITEM (VOTE) MSP**

- A. **Motion:** To establish a “work group” within the Fullerton College Curriculum Committee to determine our mission: what decisions lie within the scope of our mandate, and which decisions lie outside of that scope. As a part of this investigation, we will also explore the concept of collegiality, of establishing best practices for settling questions, disagreements, and controversies, in a manner that upholds the highest standards of collegiality.

The discussion focused on a proposal to establish a work group dedicated to clarifying the curriculum committee’s mission and fostering collegiality. The primary goal is to better understand the committee’s responsibilities, especially in relation to the Faculty Senate, and to explore and ambiguities in the committee’s mandate. The work group would also investigate best practices for establishing collegial relationships within the faculty and with other campus entities. Concerns were raised about potential overlap with the Faculty Senate and the need for clear guidelines on what matters should be addressed by each body. The work group’s approach would involve fact-finding, examine state regulations, and develop concrete recommendations for the committee’s consideration, with a focus on improving communication and collaboration across campus. Ultimately, the committee voted to approve the creation of the mission and collegiality work group.

Roll Call vote: 7 Yes 4 Abstain (Motion Second Passed)

Voting Members:	Present	Role:
William Cowieson (Nicole Rossi, substitute)	A	MATH/CSCI Division Rep
Allen Menton	Y	Fine Arts Division Rep
Gary Graves	Y	BUS/CIS Division Rep
George Bonnard	Y	Technology and Engineering Division Rep
Guy Dadson	A	Tech Review Chair, Natural Sciences Div. Rep
Thydan Huynh	Y	COUN Division Rep
Kelly Nelson-Wright	Y	Social Sciences Division Rep
Amber Gonzalez	A	Ethnic Studies and Student Equity Division Rep
Yolanda Duron	A	PE Division Rep
Lugene Rosen	Y	LIB Division Rep
Geoff Smith	Y	Humanities Division Rep

XII. Curricular Overlap Workgroup Proposal: (*Kelly Nelson-Wright, Social Sciences*) **M/S/P (Kelly/Lugene)**

The committee discussed a proposal to address discipline curricular overlap by creating a new section in the curriculum handbook. The aim is to provide guidance on faculty purview, particularly when new courses are proposed that might overlap with existing disciplines or departments. The handbook section would serve as a reference point for discussions about curriculum development, ensuring that faculty expertise and disciplinary boundaries are respected. The approach would involve researching policies at other community colleges,

examining chancellor's office and ASCCC positions on faculty purview, and collaboratively drafting a section for the handbook. The goal is to create a framework for the curriculum committee to focus its discussions and recommendations, while also addressing concerns about interdisciplinary and the appropriate level of courses offered at the Community College level. The committee voted in favor of creating a new section in the curriculum handbook focusing on discipline overlap.

Roll Call vote: 10 Yes 1 Abstain (Motion Second Passed)

Voting Members:	Present	Role:
William Cowieson (Nicole Rossi, substitute)	A	MATH/CSCI Division Rep
Allen Menton	Y	Fine Arts Division Rep
Gary Graves	Y	BUS/CIS Division Rep
George Bonnard	Y	Technology and Engineering Division Rep
Guy Dadson	Y	Tech Review Chair, Natural Sciences Div. Rep
Thydan Huynh	Y	COUN Division Rep
Kelly Nelson-Wright	Y	Social Sciences Division Rep
Amber Gonzalez	Y	Ethnic Studies and Student Equity Division Rep
Yolanda Duron	Y	PE Division Rep
Lugene Rosen	Y	LIB Division Rep
Geoff Smith	Y	Humanities Division Rep

XIII. Question for the Committee: How strictly should we follow Roberts Rules during discussion of items?

- A. Pro: It would limit the number of times a person speaks, and it would follow a very strict order, if we were to follow Roberts Rules "to the letter."
- B. Con: Unlike Faculty Senate, we devote most of our time to curricular editorial, technical and legislative issues. Our committee might require a less-constrained discussion "structure."
- C. Thoughts?

The committee engaged in a discussion about how strictly to adhere to Robert's Rules of Order during meetings. While recognizing the value of structure and order, particularly for controversial items, concerns were raised about the potential for overly strict adherence to stifle free-flowing discussion and limit the exploration of complex issues. Some members suggested tailoring the level of formality to the specific agenda item, while others emphasize the importance of ensuring all members have an opportunity to voice their opinions. There was a consensus that some level of structure is beneficial for moving meetings along, but that the committee should also prioritize rich discussion to fully understand the nuances of curricular issues. The possibility of providing training on Robert's Rules of Order was also raised to ensure that everyone understands the guidelines.

XIV. Common Course Numbering (CCN) Timeline

- A. All Phase 2B course revision proposals should be at level 2.8 in CurricUNET by now. If not, that is a problem. Please work with faculty originators to move proposals forward.
- B. Phase 3 CCN templates are scheduled to be published in February 2026, with an effective date of Fall 2027.
- C. The curriculum committee should be open to fast-tracking and going outside the CNET process to comply with AB 1111.
 - Phase 3 CCN templates won't be published until February 2026. There may be as many as 50 templates. We need CC approval in March; DCCC approval in April; Board approval in May. Please

note that the limited time given for Phase 3 CCNs requires fast-tracking to meet the June 1 2026 UC TCA deadline.

D. Procedural Reminders:

- We add the required CCN elements to our active courses in creating CCN courses.
- We copy the active courses and prelaunch “course major revisions,” according to the Chancellor’s Office and ASCCC.
- We don’t create “course deactivation” proposals for the “legacy” courses, since they remain “the same course,” only with course number and title (and/or prefix) and CCN elements added. Instead, the “legacy” courses should be made “historical” in an administrative manner.

E. District Workgroup continues to meet re: implementing CCNs in Banner, catalog, schedule, DegreeWorks, counseling and Admissions and Records, etc.

F. Given the vast scope of the impacts, and the time constraints involved, CC, DCCC and BOT continue to approve “batches” of courses and programs impacted by Phase 2 (A and B) and 3 CCN course revisions.

- CC, DCCC and BOT agendas will contain tables listing the impacted courses and programs.
- Changes will be made administratively to CurricUNET, Banner, DegreeWorks and other technologies involved with curriculum.
- Non-CCN courses with CCN course requisites: This school year, we are allowed to make updates without sending the non-CCN courses for re-articulation.

G. The state chancellor’s office will allow us to update ADTs for CCN Phase 2A, 2B and 3 without COCI submission. We will need to complete a form, just as we did for Phase 1 in May 2025.

XV. Integrating Title 5 Changes into the Course Outline of Record INFORMATION ITEM (NO VOTE)

A. § 55001.5. (a) (3) “Course Outlines of Record”:

- “Course outlines of record shall also include representative descriptions of approaches faculty may use to accommodate and engage diverse student bodies, advance equitable student outcomes, and promote the inclusion of all students.”

B. Should the curriculum committee recommend specific approaches, or allow discipline faculty to determine what is appropriate for their own course outlines?

C. We need to implement this sooner than later.

XVI. Spring 2026 Curriculum Committee Meetings

- A. February 4th & 18th
- B. March 4th & 18th
- C. April 15th & 29th
- D. May 6th & 20th

XVII. Ongoing Agenda Items

- A. Courshedog transition process

XVIII. Future Agenda Items:

- A. To be determined

XIX. Adjournment: 4:15pm

Next meeting: February 4, 2026 Building 200 Room 224