



District Curriculum Coordinating Committee

October 9, 2025

9:30 a.m.

Minutes

LOCATIONS:

Anaheim Campus
Room 1014, 10th Floor
1830 W. Romneya Drive, Anaheim, CA 92801

Cypress College
Room 404, CCCPLX
9200 Valley View Street, Cypress, CA 90630

Fullerton College
PCR-B, 100 Building
311 E. Chapman Avenue, Fullerton, CA 92832

Voting Members Present:

- FC (2) John Ison, Scott Lee
- CC (3) Joyce Peacock, Terri Long, Jacquelyn Rangel
- NOCE (3) Jennifer Oo, Karen Bautista, Erin Sherard

Non-Voting Members Present: Jennifer Vega La Serna (Chair)

Recording Secretary: David Soto

Resource: Angela Haugh, Heather Treminio, Carolina Hernandez, Joselyn Knight

I. **Call to Order:** The meeting was called to order at 9:38 a.m.

II. **Introductions:**

III. **Announcements:**

IV. **Approval of Minutes**

A. September 11, 2025

- **CORRECTION:** Fullerton College: Item B – Revised Courses – missing ESC 116HF
- **CORRECTION:** Fullerton College: Item B - Revised Courses – repeat courses to be struck C1002, C1002H
- **CORRECTION:** Fullerton College Item B – Revised Courses – remove course C1000H

Motion to approve by John Ison; seconded by Erin Sherard. Motion carried by unanimous vote.

V. Cypress College Curriculum: Joyce Peacock presented the following items for acceptance/approval.

A. Deactivation of Courses

CIS	100C, 191C
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Motion to approve by Joyce Peacock; seconded by John Ison. Motion carried by unanimous vote

B. New Courses

JAPN	205C
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Motion to approve by Joyce Peacock; seconded by John Ison. Motion carried by unanimous vote

C. Revised Courses

ACCT	107C
ARTH	C1100, C1200, C1200H
BUS	100C
CIS	185C, 189C, 190C, 230 C, 256C, 257C
COMM	135C
ECON	C2001, C2001H, C2002H
ENGL	C1002, C1002H, C1003H
ETHS	130C, 153C
KIN	246C
MORT	288C
PHOT	101C, 115C
PHYS	210C
SPAN	201C

The revised Courses were Accepted by DCCC. No motion.

D. New Degrees/Certificates

Artificial Intelligence (AI) Certificate

Motion to approve by Joyce Peacock; seconded by John Ison. Motion carried by unanimous vote

E. Modify Degrees/Certificates

System Administration and Technical Support Certificate

The revised degrees/certificates were Accepted by DCCC. No motion.

VI. Fullerton College Curriculum: John Ison presented the following items for acceptance/approval.

A. Proposed for Distance Education

AJ	100F
PE	230F, 231F, 234F

The revised Courses were Accepted by DCCC. No motion.

B. New Courses

ARCH	115F [TABLED], 116F, 228F,
POSC	135HF
SOC	102HF

Motion to approve by John Ison; seconded by Joyce Peacock. Motion carried by unanimous vote

C. Revised Courses

ARCH	111F, 113F [TABLED], 114F, 124F, 125F, 215F, 225F, 294F, 934F
CDES	207F [TABLED], 208F, 209F, 211F
ETHS	129F, 129HF, 130F, 130HF, 150HF151F, 152F, 159F, 160F, 162F, 170F, 201F, 210 F, 220F, 235F
JOUR	110F, 110HF
MATH	N01F
PE	248F
PHYS	205F
POSC	275F

The revised Courses were Accepted by DCCC. No motion.

D. New Degrees/Certificates

Musical Theatre Level 2 Certificate

Motion to approve by John Ison; seconded by Joyce Peacock. Motion carried by unanimous vote

E. Revised Degrees/Certificates

Anthropology Associate in Arts Degree for Transfer
Child and Adolescent Development Associate in Arts Degree for Transfer
Early Childhood Education Associate in Arts Degree
Law, Public Policy, and Society Associate in Arts Degree for Transfer [TABLED]
Political Science Associate in Arts Degree for Transfer
Practical Politics Certificate

The revised Degrees/Certificates were accepted by DCCC. No motion.

F. Deactivation of Degrees/Certificates

Communication Studies Associate in Arts Degree for Transfer
California State University General Education (CSU GE Breadth) Certificate of Achievement

Motion to approve by John Ison; seconded by Joyce Peacock. Motion carried by unanimous vote

VII. North Orange Continuing Education (NOCE) Curriculum: Jennifer Oo presented the following items for acceptance/approval.

A. New Courses

DSSS	311
ESLA	1206, 1207, 1208, 1209, 1210, 1211, 1212, 1213, 1214, 1215, 1302, 1304, 1306, 816, 817
PARN	280, 355
WFPR	400, 401, 405, 406, 410, 411, 415, 416

Motion to approve by Jennifer Oo; seconded by Joyce Peacock. Motion carried by unanimous vote

B. Revised Courses

ESLA	1200, 1202, 1204, 1205
PARN	101, 200, 237, 238, 260, 262, 275,

The revised courses were accepted by DCCC. No motion.

VIII. Discussion

A. Curriculum Timeline

- Fullerton College presented on curriculum timeline. Articulation Officer **Scott Lee** explained that a major driver of the schedule is the mid-November submission deadline for courses seeking transfer approval, which ensures alignment with the **Fall Catalog** publication. Approvals are typically received around **May or June**, which is why the catalog is published in **July or August**.
- The **University of California Transfer Curriculum (UCTC)** is approved once per year on **June 1**, allowing those courses to appear on the **Cal-GETC** pattern in time for the Fall catalog release.
- **Cypress College** reported following a similar timeline, noting that approval schedules impact all state-submitted curriculum. Both **Fullerton** and **Cypress College** confirmed that their curriculum launch deadlines fall in **March**, to allow sufficient time for all internal and external approvals (including state-level review) before the Fall publication.
- **North Orange Continuing Education (NOCE)** noted greater flexibility, with curriculum submissions accepted through **December** while still meeting approval timelines for inclusion in the Fall catalog.

- These timelines reflect key points in the broader curriculum process, which includes internal tracking through the **Curriculum Inventory**, local campus approvals via the **Curriculum Committee**, and final submission to the **District Curriculum Coordinating Committee (DCCC)**, the **Board of Trustees**, and ultimately the **State** for official approval.

B. Curriculum Workflow

- All curriculum is coordinated and managed through the **Curriculum Inventory (CurricUNET)** systems, facilitated through campus and district curriculum committees before being put into effect. Reports submitted to the **District Curriculum Coordinating Committee (DCCC)** and the **Board of Trustees (BOT)** are generated directly from CurricUNET.
- **Fullerton College** identified a “hold step” in its workflow, during which Curriculum Specialists review and curate a final report in CurricUNET for sign-off prior to submission to the Board of Trustees (BOT).
- **Cypress College** notifies department faculty of any changes, after which the finalized curriculum is sent to the **College President** for signature.
- **North Orange Continuing Education (NOCE)** keeps the **Curriculum Originator** informed of curriculum progress before forwarding the materials to the **President** for approval.
- Once approved, Curriculum Specialists forward the curriculum to the **Office of the Vice Chancellor of Educational Services and Institutional Effectiveness**, where it is formatted and prepared as an official Board item. The report provided to that office is generated from CurricUNET, ensuring that all changes, edits, and notes—including those made at the DCCC level—are accurately reflected for Board submission.

C. Coursedog

- The **Vice Chancellor of Educational Services and Institutional Effectiveness** confirmed that all campus Senates have approved the adoption of **Coursedog** as the District’s official curriculum inventory and catalog software. Next steps include updating and preparing **Banner** environments, which will continue to serve as the **source of truth** for curriculum records. A **kick-off meeting is scheduled for November 1, 2025**, to begin discussions on next steps and to establish an overall **implementation timeline**.

D. Class Size

- **Cypress College** raised a concern regarding inconsistencies in the implementation of the **Class Size Planning & Resource Document** between Fullerton and Cypress Colleges. **Fullerton College Department Chair John Ison** noted that such variations are often a byproduct of **academic freedom**, and while class sizes may differ from course to course, the overall agreement on class size parameters continues to be honored. The **DCCC Chair** requested a **data report** to further examine the issue. Campuses will **re-agendize** the topic for a more in-depth discussion at a future meeting.

IX. Common Course Numbering Taxonomy

- There have been state-level discussions regarding implementation of the **Common Course Numbering (CCN)** convention, specifically how institutions will align **course prefixes** for consistency across the state. Currently, prefixes vary in length (e.g., *PE*, *BUS*, *MATH*), but under CCN,

all disciplines may move to a **four-character prefix format**. For example, *PSY* could become *PSYC* and *POSC* could become *POLS*. Campus curriculum committees are continuing discussions on this topic, and **DCCC** will continue to monitor and consider the item as campuses deliberate on potential actions.

X. Next Meeting: Thursday November 13, 2025 @ 9:30 a.m.

XI. Adjournment: The meeting adjourned at 11:46 a.m.