

**San Diego Miramar College
Academic Standards Subcommittee
February 13, 2024, 9:30-11:00am
Room N-201 + Zoom**

Meeting Minutes

Members Present: Michael Odu, Meredith Morris, Patricia Parker-Martinez, Barbara Clark, Laura Pecenco, Mara Sanft, Evelyn Escalante, Helen Houillion, Edwin (Tali) McLemore, Jamie Hammond

Vacancies: CTE Faculty

Support Staff: Sharilyn Wilson

- I. Call to Order
 - a. Sanft called the meeting to order at 9:34am.
- II. Approval of Agenda
 - a. Once additional petition (#0700) was added to the agenda, as it is for a student who already had a different petition submitted for review. Agenda approved as modified.
 - b. MSC Odu/Hammond (0-Nayes; 0-Abstentions)
- III. Approval of Meeting Minutes
 - a. No minutes available from prior meeting.
- IV. Adjunction of Student Petitions
 - a. #4530 Substitution
 - Degree: Associate Degree, Paralegal
 - Type of Substitution: District General Education Requirement
 - Major Requirement: BUSE 101 – Business Mathematics
 - Requested Substitute Course: MATH 065 - Fundamentals of Business Math [Clark College]
 - Discussion:
 - This petition is to revisit the course towards credit for General Education Area 2: Mathematical Concepts credit.
 - MATH 065 is broken into five segments; no information provided/available on what is covered in each segment.
 - Based on information provided, the course sounds like remedial (not college-level) math. If student can provide more info the

committee can potentially reconsider, but as presented there is not enough data (we would need an outline or syllabus that delineates what is covered in each segment, from as close to the year the student took the course as possible – course was variable unit when she took it in 1982).

- Decision: **Denied**, with possibility to resubmit.
 - MSC Odu/Hammond (0-Nayes; 0-Abstentions)

b. #3946 Substitution

- Degree: Associate Degree, Occupational/Technical Studies
- Type of Substitution: District General Education Requirement
- Major Requirement: ADJU 101 – Introduction to Administration of Justice
- Requested Substitute Course: CCJ 101 - Intro to Crime and Justice [Northern Arizona University]
- Discussion:
 - Type of substitution should be “Major Requirement”, not “District General Education Requirement”.
 - Took CCJ 250 class in Fall 2021.
 - Houillion pointed out that Miramar’s Occupational/Technical Studies award allows many ADJU courses, so the substitution meets the “spirit of the degree”.
 - Public Safety Dean and ADJU Chair have already reviewed and approved.
- Decision: **Approved**
 - MSC Houillion/Clark (0-Nayes; 0-Abstentions)

c. #2592 Substitution

- Degree: Associate Degree for Transfer (ADT)
- Type of Substitution: District General Education Requirement
- Major Requirement: Math – Area B4 Mathematics/Quantitative Reasoning
- Requested Substitute Course: MATH 112 – Analytic College Algebra [Colorado Technical University]
- Discussion:
 - Houillion mentioned that she and Professor Sherman in the Math Department had previously reviewed, discussed, and denied this petition.
 - Additionally, since this is an ADT petition, this committee does not have purview over it.
- Decision: **Denied**

- MSC Clark/Odu (0-Nayes; 0-Abstentions)

d. #1613 Substitution

- Degree: Associate Degree, Paralegal
- Type of Substitution: District General Education Requirement
- Major Requirement: MATH 92 – Applied Beginning Algebra
- Requested Substitute Course: MATH 95 – Elementary Algebra & Geometry [SDCCD]
- Discussion:
 - Student does not have catalog rights to an earlier year. They left in Fall 2009, and last completed coursework in Fall 2008. They have applied but not enrolled to the current term.
 - Math substitution proposed does not meet Title 5 regulations.
 - Additionally, there is a 6-year recency requirement for the Paralegal program. Student’s past coursework is well outside this window.
 - In some cases, recency in Paralegal can be waived if the individual has been active in the field, but that is up to the program Chair.
 - General discussion of catalog rights - SDCCD has a quite liberal policy, where students can maintain rights through attending any California public higher educational institution (CCs, CSUs, UCs). Ws on a transcript also count in maintaining continuity.
- Decision: **Denied**
- MSC Houillion/Parker (0-Nayes; 0-Abstentions)

e. #0704 Substitution

- Degree: Associate Degree for Transfer (ADT)
- Type of Substitution: District General Education Requirement
- Major Requirement: PHIL 102A - Philosophy
- Requested Substitute Course: PHIL 101 – Introduction to Philosophy [SF State]
- Discussion:
 - Petition not needed, was evaluated and equated by District Evaluations on 1/27/25.
- Decision: **Canceled** (no vote necessary)

f. #0700

- Degree: Associate Degree for Transfer (ADT)
- Type of Substitution: District General Education Requirement
- Major Requirement: ARTF 100 – Visual Arts

- Requested Substitute Course: ARTF 200 - Fundamentals of Visual Arts [National University]
- Discussion: This petition should not be reviewed by the committee. Student is actually asking to use the course to meet breadth requirements. What she should be asking for is a re-evaluation of the course. Additionally, studio arts are only acceptable for elective credit (don't clear transfer GE).
- Decision: **Canceled** (no vote necessary)

V. Old Business

- a. Update on new option for serving students related to the Certificates of Performance (workplace competencies)
 - Per Dean Estrada-Howell, we would not be able to get the proper labor/workforce documentation required to submit these as official Certificates of Performance through the curriculum process.
 - One alternate suggestion was to produce a letter through Admissions & Records showing completed courses and related skills. Mesa does this, but we currently have no such process in place at Miramar.
 - Reggie in A&R mentioned that Public Safety does have their own process in place where they create a letter of completion for their Academy Students. Potentially we could implement a similar process, with us as the approving department.
 - We would need to have a query created by the District Office to identify students that meet the award requirements. Mara will connect with Victor on this.
 - Whatever documentation we produce does not need to necessarily be in the form of a letter, but we need to make sure we do not refer to the documents as certificates, since those have a specific meaning as related to curriculum.

VI. FYIs

- a. Houillion mentioned that we should expect to see a petition for Honor Global Competency coming through. She suggested that moving forward we consider breaking course groups into just one big list. (Same with Sustainability & Occupational & Technical Studies). This will keep the award simple and more achievable for students. Sanft suggested we could do this simplification as a part of program review.
- b. A big official THANK YOU to Helen for all her help and support over the years, and CONGRATULATIONS on her upcoming retirement!

VII. Adjournment

- a. Adjourned by consensus at 11:05 am.