

**Curriculum Committee Minutes**  
**San Diego Miramar College**  
**September 3, 2025, 2:30-4:30pm**  
**Hybrid: Zoom & Building R Conference Room**

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**Approved: September 17, 2025**

**Members Present:** Rita Arabo, Matthew Cain, Isabella Ela, Veronica Hartmann, Rose Marine, David Mehlhoff, Michael Odu, Mara Palma-Sanft, Heather Paulson, Meilani Peleti, Brenda Wilborn

**Members Absent:** Evelyn Escalante, Jamie Hammond

**Guests:** Shelly Hess

**Support Staff:** Sharilyn Wilson

**Vacancies:** BTCWI Designee, ASG Student Designee

- I. Call to Order
  - a. Meeting called to order at 2:34pm by Chair Hartmann.
- II. Welcome and Introductions
- III. Approval of Agenda
  - a. Palma-Sanft noted that she wanted to provide information on Minimum Qualifications, during the “Reports” section of the agenda.
  - b. MSC (Ela/Mehlhoff) to approve the agenda as presented. [0 Nays; 0 Abstentions]
- IV. CRC Training
  - a. Dean Shelly Hess presented on:
    - i. Highlights from 2024-2025
    - ii. Initiatives, Legislation, and Goals for 2025-2026
    - iii. CurrlQnet Meta/Online Electronic Catalog Update
    - iv. Annual Curriculum Committee Certification.
  - b. Hartmann provided a Miramar-specific Curriculum Committee Training
- V. Approval of [May 14, 2025 Minutes](#)
  - a. MSC (Palma-Sanft/Paulson) to approve the minutes as presented. [0 Nays; 0 Abstentions]

## VI. Approval of the Consent Agenda

- a. Palma-Sanft requested to pull AAPI 124 and move to the regular agenda.
- b. MSC (Odu/Palma-Sanft) to approve the consent agenda with the above change. [0 Nays; 0 Abstentions]

## VII. Course Proposals

- a. BIOL 270 – Work Experience in Biology (New Course) [City]
  - i. MSC (Cain/Palma-Sanft) to approve as presented. [0 Nays; 0 Abstentions]
- b. CBTE 210 – Computers in Business (Course Revision) [Miramar]
  - i. Reason for Proposed Action: Six-year review, including addition of pass/no pass grading option (IDEAA opportunity), addition of social media and AI to content/topics, update to distance ed language, changes to example textbooks, and formatting and technical edits
  - ii. MSC (Palma-Sanft/Ela) to approve as presented. [0 Nays; 0 Abstentions]
- c. COMM C1000 – Introduction to Public Speaking (Course Revision) [Miramar]
  - i. Reason for Proposed Action: Update to Distance Ed to offer course fully online. Update to textbooks and minor technical and grammatical edits throughout.
  - ii. Discussion: For communications/public speaking classes, universities typically require at least one speech to be given in front of an audience. This requirement is not currently reflected in the COR for this course.
  - iii. Hartmann will work with the originator to get this added and will connect with Palma-Sanft to help ensure course language meets the requirement before this proposal moves forward to CIC.
  - iv. MSC (Palma-Sanft/Cain) to approve, with the above change. [0 Nays; Evaluators abstain]

## VIII. Program Proposals

- a. Audio Production and Engineering, AS (Program Revision) [Miramar]
- b. Audio Production and Engineering, CA (Program Revision) [Miramar]
  - i. Both proposals were previously reviewed at the May 14, 2025 CRC meeting, but were not moved forward in the process due to the summer break and Curriculum Chair transition. As such, they are being re-reviewed today.
  - ii. Proposed effective date is Fall 2026; may need to be changed to Fall 2027 (2026 deadline has passed). Hess recommended the proposals

be walked into CIC in September 2025, if possible, to increase the chance of them getting approved for 2026.

- iii. Proposals tabled. Hartmann will connect with originator to make sure the proposal version in Meta is accurate and up to date.

#### IX. Other Business

- a. N/A

#### X. Reports

- a. Curriculum Chair – No report
- b. Vice President of Instruction – No report
- c. Evaluators – No report
- d. Articulation Officer
  - i. Palma-Sanft provided an update on a potential change to Ethnic Studies minimum qualifications (MQs). Since 2021, Miramar has had a FILI course as an approved Ethnic Studies/Area 6 course. The same exact course was denied for Area 6 at a sister college. Palma-Sanft and others have drafted a Disciplines List revision application to the Statewide Academic Senate, requesting recognition for Filipino Studies (and FILI) as a subgroup and unique population under Asian American studies. This proposal will be reviewed in detail at the next Academic Senate meeting, so this is just an informational item for CRC at this time.

#### XI. Roundtable

#### XII. Adjournment

- a. Adjourned by consensus at 4:45pm