

SAN DIEGO MIRAMAR COLLEGE
CURRICULUM REVIEW COMMITTEE (CRC) **AGENDA**
BUILDING R CONFERENCE ROOM



October 1, 2025 / 2:30 PM - 4:30 PM

Zoom Link: <https://sdccd-edu.zoom.us/j/2162990595>

ATTENDEE/PROXY	COMMITTEE POSITION
Rita Arabo	Counseling Faculty*
Matthew Cain	MBEPS Designee* (Exercise Science Faculty)
Isabella Ela	Counseling Faculty*
Evelyn Escalante	District Evaluator**
Jamie Hammond	District Evaluator**
Veronica Hartmann	Curriculum Chair* (Counseling Faculty)
Rose Marine	District Evaluator (Training/Guest)
David Mehlhoff	Public Safety Designee* (Administration of Justice Faculty)

ATTENDEE/PROXY	COMMITTEE POSITION
Michael Odu	Vice President of Instruction*
Mara Palma-Sanft	Articulation Officer*
Heather Paulson	Liberal Arts Designee* (English Faculty)
Meilani Peleti	District Evaluator**
Brenda Wilborn	Math Subject Matter Expert (Math Faculty)
Sharilyn Wilson	Administrative Support
Vacant	ASG Student Designee*
Vacant	BTCWI Designee*

* Voting Member

** Voting Member / Share two votes

- I. **Call to Order**
- II. **Approval of Agenda**
- III. **Approval of [September 17, 2025](#) Minutes**
- IV. **Approval of Consent Agenda**
- V. **Course Proposals**
- VI. **Program Proposals**

To view curriculum proposal links, you must first log onto [CurriQunet Meta](#).

V. COURSE PROPOSALS

NEW COURSES	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A	CITY	Kevin Jagnandan	New proposal
COURSE ACTIVATIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
COURSE DEACTIVATIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
CHIL 280: Environmental Rating Scale	Miramar	Wai-Ling Rubic	Course no longer planned to be offered at Miramar.
COURSE REVISIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
N/A			

VI. AWARD PROPOSALS

NEW AWARDS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
Fire Fighter 1 Academy CoA <i>*Walk-in CIC 10/9/2025</i>	Miramar	Matthew Jewett	<p>Miramar College currently offers a fire academy. However, it resides as part of the theory-focused Fire Protection Technology program. Currently, the fire academy students only receive industry certifications, with no college certificate of completion when they graduate. To address this, the college is now aligning the existing fire academy instruction to the new California State Fire Training Fire Fighter 1 requirements, in the form of a separate certificate of achievement. This will produce college certificate completers for every student who completes the fire academy program and will meet the requirements of the accrediting bodies' new Fire Fighter 1 curriculum. The Fire Academy Program redesign will also help our student Veterans use their Veteran benefits, as the new courses will fit certificate requirements whereas our current curriculum does not.</p>

AWARD DEACTIVATIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
Pilot Studies AS	Miramar	Max Moore	Program no longer planned to be offered at Miramar.
Pilot Studies CA	Miramar	Max Moore	Program no longer planned to be offered at Miramar.
AWARD REVISIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			

VII. CREDIT FOR PRIOR LEARNING

Credit for Prior Learning (CPL) Proposals - Miramar Only	TYPE OF CPL PROPOSED
DIES 100: Introduction to Diesel Technology	Portfolio Review
DIES 101: Heavy Duty Truck, Advanced Transportation, Equipment Preventive Maintenance and Inspections	Portfolio Review
DIES 102: Heavy Duty Truck and Heavy Equipment Heating and Air Conditioning	Portfolio Review
DIES 105: Measuring Tools and Applied Mathematics	Portfolio Review
DIES 121: Diesel Engines A	Portfolio Review
DIES 122: Diesel Engines B	Portfolio Review
DIES 123: Diesel Engines C	Portfolio Review
DIES 124: Diesel Engines D	Portfolio Review
DIES 125: Diesel Engines I	Portfolio Review
DIES 126: Diesel Engines II	Portfolio Review
DIES 128: Diesel Engines III	Portfolio Review
DIES 131: Alternative-Fueled Engine Overhaul	Portfolio Review
DIES 135: Applied Failure Analysis	Portfolio Review
DIES 137: Diesel Fuel Injection Systems	Portfolio Review
DIES 138: Electrical Systems	Portfolio Review
DIES 144: Electronics for Diesel Technology	Portfolio Review
DIES 155: Air Brake Systems	Portfolio Review
DIES 160: Heavy Duty Manual Transmissions	Portfolio Review
DIES 165: Truck Automatic Transmissions	Portfolio Review
DIES 170: Truck Drive Axles and Specifications	Portfolio Review
DIES 175: Truck Chassis R&R	Portfolio Review
DIES 180: Steering, Suspension, and Driveline Systems	Portfolio Review
DIES 200: Mobile Hydraulic Systems	Portfolio Review
DIES 210: Brakes, Final Drives and Steering Systems	Portfolio Review
DIES 220: Undercarriage	Portfolio Review
DIES 230: Heavy Equipment Transmissions	Portfolio Review
DIES 240: Equipment Chassis R&R	Portfolio Review

VIII. Other Business

IX. Policies and Procedures Discussion

Guidance: [Policy and Procedure Development](#) Flowchart

Definitions:

- **Category 1 Policies:** New and/or major revisions to policies and/or procedures that are not required by law or regulation but are recommended by the respective offices of responsibility. This category has the most extensive review process.
- **Category 2 Policies:** New and/or revisions to policies and/or procedures in response to legal and/or regulatory requirements.
- **Category 3 Policies:** Technical and/or non-substantive revisions to policies and/or procedures, such as reference updates, title changes, or policies and procedures that are being reviewed for currency but not undergoing significant revision.
- **Red text:** Changes made to follow legislative updates
- **Blue text:** Changes made at the local level

<u>Board Policies for Campus Review</u>		
Policy Number and Title	Category	Change
BP 4100 Graduation Requirements for Degrees and Certificates	2	Revised policy: Align with current legal and regulatory requirements. Procedural information moved to a new AP 4100 Graduation Requirements for Degrees and Certificates
BP 4010 Academic Calendar	2	New legally mandated policy. Supersedes BP 5070 Attendance Accounting
BP 4023 (Formerly BP 3306) Course Materials Adoption and Procurement	2	Revised policy: Align with current legal and regulatory requirements. Minor technical changes.
BP 4025 Philosophy and Criteria for Associate Degree and General Education	3	Change number to align with CCLC numbering system.
BP 4060 (Formerly BP 5060) Delineation of Functions Agreements	3	Change number to align with CCLC numbering system.
BP 4107 Health Occupation Instruction—Use of Clinical Facilities	3	Minor technical changes and change number to align with CCLC numbering system.
BP 4050 (Formerly 4050) Articulation	3	Renumbered

<u>Administrative Procedures for Campus Review</u>		
Procedure Number and Title	Category	Change
AP 4025.2 Philosophy and Criteria for Baccalaureate Degrees and General Education	2	Revised procedure: Add legally required language to align with ACCJC and Title 5. Define minimum requirements including upper division residency, credit for prior learning, and lower division and upper division general education requirements.
AP 4100 Graduation Requirements for Degrees and Credit Certificates	2	New Procedure: Includes legally required language, aligned with ACCJC and Title 5.
AP 4102 Career Technical Education Programs	2	Revised procedure: Update number to align with CCLC. Includes legally required language, aligned with ACCJC and Title 5.

AP recommended for deactivation	
Procedure Number and Title	Reasoning
AP 6100.2 Vocational Education Customer Service	A separate procedure for vocational education customer service is not required or maintained by CCLC
AP 5140.1 Contracted Services Provided by District	A separate procedure for contracted services is not required. AP 4104 Contract Education is legally required and maintained by CCLC.
AP 5140.5 Contract Classes	A separate procedure for contracted services is not required. AP 4104 Contract Education is legally required and maintained by CCLC.
AP 5500.1 Curriculum and Program Review Process	Separate procedures aligned with CCLC have been developed including AP 4260 Prerequisites, Corequisites, Limitation on Enrollment and Advisories; AP 4019 Instructional Program Review; and AP 4021 Instructional Program Discontinuance.
AP 5500.2 Student Challenge Procedures—Prerequisites, Corequisites, and Limitation on Enrollment	The information in this procedure is incorporated into AP 4260 Prerequisites, Corequisites, Limitation on Enrollment and Advisories.
AP 5120.3 Development of Projects and Grants and Contracts	A separate procedure for the development of projects and grants and contracts is not required or maintained by CCLC.
AP 5120.5 Writing Proposals for Grants and Contracts	A separate procedure for the submission of proposals for grants and contracts is not required or maintained by CCLC.
AP 5120.9 Evaluation of Proposals not Funded	A separate procedure for the evaluation of proposals not funded is not required or maintained by CCLC.
AP 5300.2 Courses of Instruction	Separate procedures aligned with CCLC have been developed including AP 4020 Curriculum Development. AP 4022 Course Approval, AP 4025 Philosophy and Criteria for Associate Degrees and General Education, AP 4105 Distance Education, AP 4050 Articulation, and AP 4235 Credit for Prior Learning.

X. Reports

- a)** Curriculum Chair
- b)** Vice President of Instruction
- c)** Evaluators
- d)** Articulation Officer

XI. Roundtable

XII. Adjournment

Next Meeting: Wednesday, October 15, 2025 | 2:30pm – 4: 30pm

CONSENT AGENDA

MIRAMAR ORIGINATED TWO- AND SIX-YEAR REVIEWS WITHOUT SUBSTANTIVE CHANGES

COURSE	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			

MIRAMAR – DE ONLY

COURSE	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			

FYI'S – 1) PROPOSALS FOR COURSES OR AWARDS NOT OFFERED AT MIRAMAR 2) DE ONLY PROPOSALS FOR OTHER CAMPUSES

NEW COURSES	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
COURSE ACTIVATIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
DISTANCE EDUCATION	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
NEW AWARDS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
AWARD DEACTIVATIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
Urban Farming Professional - CA	CITY	Kevin Jagnandan	Deactivation due to low completer data and consolidation of Agriculture Program certificate offerings
Organic Gardening for the Culinary Arts- CP	CITY	Kevin Jagnandan	Deactivation due to low completer data and consolidation of Agriculture Program certificate offerings
AWARD REVISIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			

IMPACTS – PROPOSALS WITH ADMINISTRATIVE CHANGES ONLY

N/A			
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