

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



October 15, 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)
Kristine Huynh	ASG Student Designee*
Rose Marine	District Evaluator (Training/Guest)

ATTENDEE/PROXY	COMMITTEE POSITION
David Mehlhoff	Public Safety Designee* (Administration of Justice Faculty)
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	BTCWI Designee*

* Voting Member

** Voting Member / Share two votes

- I. Call to Order**
- II. Approval of Agenda**
- III. COMM C1000 Presentation**
 Presenters: Lisa Brewster and Tory Romero
- IV. Welcome Kristine Huynh – ASG Student Designee**
- V. Approval of [October 1, 2025 Minutes](#)**
- VI. Approval of Consent Agenda**

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

VII. 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
WORK 270: Occupational Work Experience	Miramar	Duane Short	Reactivation at Miramar to support students in internships not related to a subject-specific work experience course at the request of Counseling. Includes fully online DE proposal.
COURSE DEACTIVATIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
COURSE REVISIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
ANTH 107: Introduction to Archeology	Mesa	Ryan Mongelluzzo	Six yr review. Textbooks updated. Tech review completed. Added CIP code of 45.0201 to align with current TOP code.
N/A			

VIII. AWARD PROPOSALS

NEW AWARDS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
AWARD DEACTIVATIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
AWARD REVISIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			

IX. Other Business

A. Policies and Procedures - Vote

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

Board Policies for Campus Review

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 5050) Articulation	3	Renumbered

Administrative Procedures for Campus Review

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 writing of proposals for grants and contracts is not required or maintained by CCLC.
AP 5120.7 Submission of 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.

B. COMM C1000 Discussion

Regarding the 6,000 word requirement for COMM C1000.

For Reference:

1. [COMM C1000 COR](#)
2. [Chancellor's Office COMM C1000 Template](#)

X. Reports

- A) Curriculum Chair
 - a. Title 5 Language for COR
- B) Vice President of Instruction
- C) Evaluators
- D) Articulation Officer

XI. Roundtable

XII. Adjournment

Next Meeting: Wednesday, November 5, 2025 | 2:30pm – 4:30pm

CONSENT AGENDA

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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
Acting and Performance: CoA	City	Katherine Rodda	As the Associate of Arts degree in Theatre is intensive, the intention is to offer students the opportunity to earn a certificate within a relatively short amount of time. The Certificate of Performance in Acting and Performance represents an introduction to the world of theatre with an emphasis on performing, and it is possible to complete in two semesters. Approved Program Learning Outcomes are attached. Please apply to Program Learning Outcomes section.

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Musical Theatre - CoA	City	Katherine Rodda	As the Associate of Arts degree in Musical Theatre is intensive, the intention is to offer students the opportunity to earn a certificate within a relatively short amount of time. The Certificate of Achievement in Musical Theatre does not require coursework in MUSI or DANC, and it is possible to complete in two semesters. Approved Program Learning Outcomes are attached. Please apply to Program Learning Outcomes section.
Theatre - CoA	City	Katherine Rodda	As the Associate of Arts degree in Theatre is intensive, the intention is to offer students the opportunity to earn a certificate within a relatively short amount of time. The Certificate of Achievement in Theatre represents an introduction to the world of theater, and it is possible to complete in two semesters. Approved Program Learning Outcomes are attached. Please apply to Program Learning Outcomes section.
AWARD DEACTIVATIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
N/A			
AWARD REVISIONS	ORIGINATING COLLEGE	FACULTY ORIGINATOR	REASON FOR PROPOSAL
Musical Theatre - AA	City	Katherine Rodda	Added an additional course block of required electives to include DRAM 243A, 243B, 243C, and 243D. Total unit changes from 26.5 to 28.5. Addresses industry standards and articulation.
Technical Theatre - CoA	City	Katherine Rodda	The program is being revised to update the discontinuing of DRAM 129B (Advanced Scene Painting), which is currently a required course for the award. New classes to replace those are DRAM 113 (Introduction to Design) and DRAM 243A (Technical Theatre Practicum-Costume and Makeup), DRAM 243B (Technical Theatre Practicum-Lighting and Sound), DRAM 243C (Technical Theatre Practicum-Scenic), and DRAM 243D (Technical Theatre Practicum-Stage Management)--students enroll in two of the courses in the DRAM 243 sequence. Other changes include moving DRAM 124 (Makeup for the Stage) and DRAM 126 (Advanced Stagecraft), and DRAM 129A from required classes to electives.

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Theatre - AA	City	Katherine Rodda	Modify required courses: Add DRAM 112 and DRAM 113 as options; Remove DRAM 124 from required. Modify required electives to existing course block: Add DRAM 124. Add new required elective course block: DRAM 243A, B, C, D. Total unit change went from 27 units to 29 units. This is to address industry standards and articulation.
IMPACTS – PROPOSALS WITH ADMINISTRATIVE CHANGES ONLY			
N/A			