

San Diego Miramar College
Curriculum Technical Review Subcommittee

Meeting Notes

September 10, 2025, 2:30pm – 4:30pm
ZOOM: <https://sdccd-edu.zoom.us/j/2162990595>

Approved: October 22, 2025

Members:

Veronica Hartmann (chair), Mara Palma-Sanft, Sharilyn Wilson

1. Approval of agenda – approved by consensus
2. Approval of minutes from [May 7, 2025](#) – approved by consensus
3. Course proposals
 - [ACCT 135](#): Principles of Auditing (Launched)
 - Two-year review
 - Pass/No Pass – equity and for students prepping for CPA exam
 - [AUDI 201](#): Sound Reinforcement Systems (Launched)
 - Add MUSI 190 (current prereq course) as a co-requisite as well
 - Corequisite wording? Remove extra comments?
 - VH will contact originator to remove extra language
 - [MLTT 61](#)
 - Erica Marrone at the district is working with Originator regarding the prerequisites
 - Will be on CRC 9/17/25 agenda, will walk-in to CIC 9/25/25
 - Already reviewed at tech review; when reached District level they had questions about pre-requisites
 - Issues is pre-requisite on each course vs. special admission with pre-reqs for whole program
 - [MLTT 62](#)
 - Erica Maronne at the district is working with Originator regarding the prerequisites
 - Will be on CRC 9/17/25 agenda, will walk-in to CIC 9/25/25
 - [MLTT 63](#)
 - Erica Maronne at the district is working with Originator regarding the prerequisites

San Diego Miramar College
Curriculum Technical Review Subcommittee

- Will be on CRC 9/17/25 agenda, will walk-in to CIC 9/25/25
- [MLTT 64](#)
 - Erica Maronne at the district is working with Originator regarding the prerequisites
 - Will be on CRC 9/17/25 agenda, will walk-in to CIC 9/25/25
- [PARA 105](#): Legal Research (Launched)
 - Two-year review
 - *Would you consider omitting the San Diego Superior Court Local Rules or editing the wording to be inclusive of other counties for students taking this course from areas outside of SD County?*
 - Ok to keep; just examples
- [PARA 115](#): Civil Litigation - Procedures (Launched)
 - Two-year review
 - Correct textbook date (says 200)
- [PARA 290](#): Independent Study (Launched)
 - Six-year review
- [PHYS 180B](#): (Launched)
 - Six-year review
 - Removal of MATH 121 as a prerequisite
 - Removed bc MATH 1212 is already a PR for PHYS 180A
- [PHYS 181A](#): General Physics Laboratory I (Draft)
 - Six-year review
 - Lab Manual vs. Lab Handouts
 - PASCO
- [PHYS 181B](#): General Physical Laboratory II (Draft)
 - Six-year Review
 - Lab Manual vs, Lab Handouts
 - PASCO

- From Originator:

** It sounds like everyone teaching this lab provides lab handouts to the students via Canvas, so that students don't have to pay for a lab manual or textbook. Is listing something like "instructor provided lab handouts" sufficient? It could also be worded as "instructor provided lab manual" if that would work better, since the handouts are the lab manual, just not bound together.*

San Diego Miramar College
Curriculum Technical Review Subcommittee

Regarding the lab manual issue ... most of the handouts that we provide for the students here at Miramar are based off of the following manual from PASCO (which is where most of our equipment comes from). I'm not sure of the best way to report this in the Course Outline Report, but could we use this as the lab manual, since it is what most of the labs are based on?

PASCO "Comprehensive 850 Physics System Experiment Manual: Experiment Manual (UI-5813) for 850 Comprehensive Physics System (UI-5800D)"

It's downloadable from the PASCO site for free; author-wise, there are several because different labs were contributed by different people.

4. Program Proposals

- None

5. Other business

- Need for additional members on CTRS
 - Heather