

San Diego Miramar College  
Academic Standards Subcommittee  
October 9, 2025; 9:30 a.m. – 11:00 a.m.  
N-201 & Zoom

Meeting Notes

**Members Present:** Paul Chlapecka, Evelyn Escalante, Jamie Hammond, Meredith Morris, Michael Odu, Jeffrey Orgera, Laura Pecenco, Mara Sanft, Robert Sojourner Worlds, Sharilyn Wilson

**Members Absent:** Barbara Clark, Edwin (Tali) McLemore

**1) Call to order**

- Meeting called to order by Chair Sanft at 9:34am

**2) Approval of agenda**

- Sanft removed item 5.b – CalGETC from the agenda.
- MSC (Morris/Odu) to approve the modified agenda. (0-Nays; 0-Abstentions)

**3) Approval of [September 11, 2025 meeting minutes](#)**

- MSC (Odu/Chlapecka) to approve the minutes as presented. (0-Nays; 0-Abstentions)

**4) Adjudication of Student Petitions**

- None

**5) Old Business**

- Academic Standards Subcommittee Role and Charge (draft proposal)
  - The Committee reviewed a draft revision to the Subcommittee’s role and charge. The main changes were:
    - Striking the “interdisciplinary language”
    - Updating the term limits to allow for longer terms, given the steep learning curve involved with this committee
- The revisions will be submitted during the Spring 2026 College Governance Handbook review cycle, to be effective Fall 2026.

**6) New Business**

- SDCCD Policies & Procedures Review

[Under Review](#)

BP 4100 Graduation Requirements for Degrees and Certificates

BP 4010 Academic Calendar (Review complete—CIC and Student Services)

BP 4023 Course Materials Adoption and Procurement (Review complete)

BP 4025 Philosophy and Criteria for Associate Degree and General Education

Approved December 11, 2025

BP 4060 (formerly 5060) Delineations of Functions Agreement

BP 4107 (5160) Health Occupation and Instruction

- Needs update to placeholder "APxxxx"

AP 4025.2 Philosophy and Criteria for Baccalaureate Degrees and General Education

AP 4050 Articulation

- Strike "WASC"

AP 4100 Graduation Requirements for Degrees and Certificates

- Add CSU and UC for catalog rights
- Language about AA/AS should refer to the need for 6 units in the major (re: residency)

AP 4102 Career and Technical Education Programs

- Formatting issue (random numbering)
- Questions about reference to Department of Education

#### [Recommended for Deactivation](#)

AP 6100.2 Vocational Education Customer Service

AP 5140.1 Contracted Services Provided by District

AP 5140.5 Contract Classes

AP 5500.1 Curriculum and Program Review Process

AP 5500.2 Student Challenge Procedures- Prerequisites, Corequisites, and Limitations on Enrollment

AP 5120.1 Dissemination of Information on Grant and Contract Opportunities

AP 5120.3 Development of Projects and Grants and Contracts

AP 5120.5 Writing Proposals for Grants and Contracts

AP 5120.7 Submission of Proposals for Grants and Contracts

AP 5120.9 Evaluation of Proposals not Funded

AP 5300.2 Courses of Instruction (check to make sure was deactivated)

#### **7) FYI**

#### **8) Standing Reports**

- VPI or Administrator Designee
- Evaluator
- Articulation Officer

#### **9) Roundtable**

#### **10) Adjournment**

- Adjourned by consensus at 10:55am