

**Curriculum Committee Minutes
San Diego Miramar College
December 17, 2025, 2:30-4:30pm
R-Building Conference Room & Zoom**

Members Present: Rita Arabo, Matthew Cain, Isabella Ela, Veronica Hartmann (Chair), Michael Odu, Mara Palma-Sanft, Heather Paulson, Meilani Peleti, Brenda Wilborn

Members Absent: Evelyn Escalante, Jamie Hammond, Kristine Huynh, David Mehlhoff

Guests: John Fusco, Kyoka Hashimoto, Darren Hall

Support Staff: Sharilyn Wilson

Vacancies: BTCWI Designee

- I. Call to Order
 - a. Meeting called to order at 2:35pm by Chair Hartmann.
- II. Approval of Agenda
 - a. Hartmann requested to move “Roundtable” after “Award Proposals” to allow time for a Math Department update from Wilborn.
 - b. MSC (Osu/Ela) to approve the agenda with the above revision. (0-Nays, 0-Abstentions)
- III. Approval of the [December 3, 2025](#) Minutes
 - a. MSC (Ela/Arabo) to approve the minutes as presented. (0-Nays, 0-Abstentions)
- IV. Approval of Consent Agenda
 - a. Remove City’s Mathematics 2.0 AS-T and move under “FYI”; this award proposal was already walked in to CIC (along with Miramar’s & Mesa’s)
 - b. MSC (Ela/Cain) to approve the consent agenda with the above revision. (0-Nays, 0-Abstentions)
- V. Course Proposals
 - a. New Courses
 - i. ACCT 130: Business Entity Taxation for Enrolled Agents
 1. Reason For Proposed Action: Required course for proposed new IRS Enrolled Agent Certificate.

- a. Question on prerequisites – Professor Fusco confirmed there are two separate prerequisites (ACCT 102 OR 116A, AND ACCT 120)
 - b. Three courses to match the three parts of the IRS Enrolled Agents exam; Hartmann suggested Fusco also update catalog description for ACCT 120 to note that it is the first in this series
 - c. Part of new Accountancy for Enrolled Agents CA
 - d. Letter grade only
 - e. DE = fully online. Need to update language to current version ("regular & substantive") and add required language re: ADA compliance
 - f. Minor spelling/formatting edits (S corporations, C corporations)
2. MSC (Ela/Cain) to approve proposal with the above revisions. (0-Nays, 0-Abstentions)
 3. MSC (Palma/Ela) to approve DE with above revisions. (0-Nays, 0-Abstentions)
- b. Course Activations
- i. ACCT 212: Ethics, Representation, Practices, and Procedures for Enrolled Agents
 1. Reason For Proposed Action: Required course for proposed new IRS Enrolled Agent certificate and degree.
 - a. Reactivation, not currently offered at any other college.
 - b. Question re: grading option. Fusco approved changing to P/NP
 - c. DE = fully online. Need to update language to current version ("regular & substantive") and add required language re: ADA compliance
 2. MSC (Ela/Cain) to approve proposal with the above revision. (0-Nays, 0-Abstentions)
 3. MSC (Palma/Ela) to approve DE with above revisions. (0-Nays, 0-Abstentions)
- c. Course Deactivations - None
- d. Course Revisions
- i. MUSI 190: Introduction to Music Technology
 1. Reason For Proposed Action: Two-year review. Addition of AUDI 201 co-requisite, update to Credit for Prior Learning,

update to DE language, update to sample textbooks, and minor technical edits throughout.

a. Minor edit: change “Intro.” to “Introduction”

2. MSC (Sanft/Cain) to approve with the above revision. (0-Nays, 0-Abstentions)

ii. PARA 140: Law Office Technology

1. Reason for Proposed Action: Two-year review

2. MSC (Odu/Palma-Sanft) to approve as presented. (0-Nays, 0-Abstentions)

VI. Award Proposals

a. New Awards - None

b. Award Deactivations - None

c. Award Revisions – None

VII. Other Business

a. [Artificial Intelligence in Curriculum](#)

b. [IDEAA in the Course Outline of Record](#)

i. Next year's Curriculum training will also involve chairs & deans so they are aware of the new Title V requirements.

ii. Think of this as "enhancing", "refining" or "modernizing" our curriculum, as a part of our existing review/update process.

c. Sustainability (Leaf) in COR – No updates

VIII. Reports – Tabled

a. Curriculum Chair

i. Next set of Policies and Procedures to move to campus review (Due back to CIC April 23, 2025)

ii. Math Flowchart - Will reconvene in January 2026, no vote at CIC 12/11/2025

iii. Activation of FJMP at Mesa was voted down

iv. Instructional Materials and Course Supplies

b. Vice President of Instruction

c. Evaluators

d. Articulation Officer

IX. Roundtable

a. Wilborn

i. UCSD recently issued a report on math competency issues for incoming students. Potential impacts on AB 1705, as UCSD wants to reinstitute standardized testing and get rid of multiple measures for placement (such as High School grades).

- ii. Letter from CA Engineering Liaison Council engineering group requesting reinstatement of precalculus
 - iii. Online exams – Miramar requires students to take MATH exams in person. Mesa has an ACP (Accelerated College Program program) that is allowing online exams. It's completely separate from Mesa's MATH dept. Other Math instructors have major concerns about this - if they get in trouble and these courses lose accreditation all three campuses will be affected. We also know UCs are scrutinizing exam processes. VPI Odu will discuss further with other VPIs this week
- X. Adjournment
- a. Adjourned by consensus.

Next Meeting: Wednesday, February 4, 2026