

**Curriculum Committee Minutes  
San Diego Miramar College  
March 18, 2026, 2:30-4:30pm  
R Building Conference Room + Zoom**

**Members Present:** Rita Arabo, Matthew Cain, Evelyn Escalante, Veronica Hartmann (Chair), Kristine Huynh, David Mehlhoff, Michael Odu, Mara Palma-Sanft, Heather Paulson, Meilani Peleti, Brenda Wilborn

**Members Absent:** Jamie Hammond

**Guests:** Fred Garces

**Support Staff:** Sharilyn Wilson

**Vacancies:** BTCWI Designee

**I. Call to Order**

- a. Meeting called to order at 2:32pm by Chair Hartmann.

**II. Approval of Agenda**

- a. Agenda revisions
  - i. All CHIL courses listed under “Course Deactivations” moved to the Consent Agenda (CHIL 111, 121, 131, 151, 160, 161, 162, 166, 275).
  - ii. EXSC 216 moved from “Course Deactivations” to “Course Revisions”.
  - iii. EXSC 217 moved from “Course Deactivations” to the Consent Agenda (not a Miramar course).
  - iv. PSYC 155 and PSYC 211 were pulled from the agenda.
  - v. EXSC 253 was pulled from the agenda.
  - vi. Under “Award Revisions”, “Human Development” was corrected to an AA (not an AS)
- b. MSC (Palma-Sanft/Cain) to approve the revised agenda. (0-Nays, 0-Abstentions)

**III. Approval of the March 4, 2026 Minutes**

- a. MSC (Palma-Sanft/Arabo) to approve the minutes as presented. (0-Nays, 0-Abstentions)

**IV. Approval of Consent Agenda**

- a. Consent agenda revisions

- i. CISC 162 and CISC 163 were pulled from the consent agenda; the proposals are still in “Draft” status.
- ii. Computer and Informational Sciences – Applied Artificial Intelligence, CoA was pulled from the consent agenda; the proposal is still in “Draft” status.
- iii. CHEM 200E was pulled for discussion and a vote.
  1. Discussion
    - a. Garces confirmed all three credit campuses are OK with allowing this new course. It is primarily designed for (Mesa) engineering students who are prepared for the rigor.
    - b. Odu– why not activating at Miramar? Garces – currently done through a petition/challenge process, on a case-by-case basis. Volume at Mesa is much higher. Ela – creating a whole new course seems so much more complicated than the petition process. Garces – Miramar’s CHEM department agrees, but Mesa really wants this. Ela – Concerns about fairness across all campuses. Palma – Will bring concerns to other AOs. There are also potential issues about how it will fit in the new Chemistry ADT. Not our place to try and stop the course, but we can and should share our concerns. Odu – may have been developed as a part of/condition of a grant.
  2. Vote: MSC (Palma-Sanft/Cain) to approve CHEM 200E. (1 N-Ela; 1 Abstention - Evaluators)

## V. Course Proposals

### a. New Courses

- i. ~~EXSC 253: Sports in Cinema~~ (Miramar) *Pulled from agenda*
- ii. EXSC 254: Sports in Film (Miramar)
  1. New Course at Miramar to support new general education option.
  2. Hartmann will edit slightly based on feedback from City (no major changes, just clean up).
  3. Assignments will be updated so that specific films are provided as examples, not requirements.
  4. MSC (Odu/Palma-Sanft) to approve as presented. (0 N; 1 Abstention – Evaluators)

5. MSC (Palma-Sanft/Arabo) to approve Distance Education for EXSC 254. (0-N; 0-Abstain)
- iii. EXSC 255: Social Issues in Sports (Miramar)
    1. New course at Miramar to support new general education option.
    2. Current draft will also get some minor clean up, no major changes.
    3. MSC (Arabo/Odu) to approve as presented. (0-N; 0-Abstain)
    4. MSC (Palma-Sanft/Arabo) to approve Distance Education for EXSC 254. (0-N; 0-Abstain)
  - iv. FIPT 340A: Fire Officer 2A Human Resource Management (Miramar)
    1. Course replaces FIPT 340 Company Officer to align with State Fire Training requirements to comply with national standards.
    2. Course is supposed to replace FIPT 340, but there no limitation on enrollment or FIPT 340 deactivation proposal yet. Hartmann will verify with Hall.
    3. Discussion - Is this actually supposed to be a revision? Or is a whole new course really necessary? Also need to ask about equivalency, and no units listed.
    4. Proposal tabled

**b. Course Activations**

- i. CHIL 133: Curriculum, Language, Literacy, and Art (Miramar)
  1. Activating course at Miramar College as part of the following programs: Child Development AS, Human Development AS, Child Development Site Supervisor AS, Child Development Master Teacher CoA, Child Development Teacher CoA. Addition of DE component for Miramar College.: Curriculum, Language, Literacy, and Art (Miramar)
  2. MSC (Arabo/Palma-Sanft) to approve as presented. (0-N; 0-Abstain)
  3. MSC (Palma-Sanft/Arabo) to approve Distance Education for CHIL 133. (0-N; 0-Abstain)
- ii. CHIL 135: Curriculum: Science and Math (Miramar)
  1. Activating course at Miramar College as part of the following programs: Child Development AS, Human Development AS, Child Development Site Supervisor AS, Child Development Master Teacher CoA, Child Development Teacher CoA.

Addition of DE component, update to sample textbooks, and minor grammatical and technical edits throughout.

2. MSC (Palma-Sanft/Cain) to approve as presented. (0-N; 0-Abstain)
3. MSC (Odu/Palma-Sanft) to approve Distance Education for CHIL 133. (0-N; 0-Abstain)

**c. Course Deactivations**

- i. PSYC 123: Adolescent Psychology (Miramar)
  1. Course not planned to be offered at Miramar.
  2. Was on the “Active, Not Offered” list
  3. MSC (Palma-Sanft/Arabo) to approve deactivation. (0-N; 0-Abstain)

**d. Course Revisions**

- i. ADJU 304A: Intermediate Traffic Accident Investigation
  1. Six-year review; including removal of ENGL C1000 advisory, addition of CIP Code 43.0114, moved content from lecture to lab, and technical edits throughout.
  2. Old texts OK, not CSU Transferrable (Hartmann will double-check with department to see if they want to include any updated ones).
  3. MSC (Cain/Odu) to approve as presented (0-N; 0-Abstain)
- ii. ADJU 305A: Advanced Traffic Investigation [Addendum]
  1. Six-year review; including removal of ENGL C1000 advisory, addition of CIP Code 43.0114, moved content from lecture to lab, minor technical edits throughout.
  2. MSC (Odu/Palma-Sanft) to approve as presented (0-N; 0-Abstain)
- iii. ADJU 322A: Basic Traffic Accident Investigation
  1. Six-year review; including removal of ENGL C1000 advisory, addition of CIP Code 43.0114, separated lecture and lab content, update to sample texts, and technical edits throughout.
  2. MSC (Cain/Palma-Sanft) to approve as presented (0-N; 0-Abstain)
- iv. ADJU 324A: BSCC Certified Supplemental Core Course
  1. Six-year review, including removal of ENGL C1000 advisory, addition of CIP Code: 43.0102, moved content from lecture to lab, update to sample texts, and technical edits throughout.

2. MSC (Cain/Odu) to approve as presented (0-N; 0-Abstain)
- v. ADJU 395B: Driver Training/Awareness
- vi. ADJU 395C: Strategic Communications/De-Escalation
- vii. ADJU 395D: Tactical Firearms
- viii. ADJU 395E: Use of Force
  1. All above ADJU courses reviewed as a bundle.
  2. Two-year review; including grammatical edits to catalog description and SLOBS, change of short title, moved content from lecture to lab, update to sample manuals, and minor technical edits throughout.
  3. MSC (Cain/Palma-Sanft) to approve as presented (0-N; 0-Abstain)
- ix. BIOL 210A: Introduction to the Biological Sciences I
  1. Course revision — 1) add CHEM 200E option to requisites, 2) add CIP Code, 3) reformat Content and move Lab Content to lab section, 4) updates to Methods of Eval and Methods of Instruction, and 5) review/update texts and distance ed as appropriate.
  2. No concerns from Miramar's Biology Department.
  3. Will need to resubmit for UC due to the addition of a pre-requisite.
  4. MSC (Arabo/Palma-Sanft) to approve as presented (0-N; 0-Abstain)
- x. BUSE 100: Introduction to Business
  1. Early six-year review, including the following changes: Removal of Credit By Exam CPL option at request of district office; Addition of credit/no credit grade option as an equity and inclusion improvement; Minor wording changes to example assignments; Removal of one example textbook that was 14 years old with no more recent edition; Updates to editions of other example textbooks.
  2. MSC (Cain/Odu) to approve as presented (0-N; 0-Abstain)
- xi. BUSE 157: Developing a Plan for the Small Business
  1. Six-year review, including addition of pass/no pass option, technical edits and clarifications to example assignments, addition of "business certifications" to outline of topics, updates to DE wording for Miramar, addition of OER textbook, and updates to other example textbook editions.
  2. MSC (Arabo/Odu) to approve as presented (0-N; 0-Abstain)
- xii. CBTE 114: Introduction to Microsoft Windows
- xiii. CBTE 120: Beginning Microsoft Word

- xiv. CBTE 122: Intermediate Microsoft Word
  - 1. All: Two year review. Removal of CBTE 101 advisory, split of lecture and lab content, update to DE language, minor technical edits throughout.
  - 2. All above CBTE courses reviewed as a bundle
  - 3. MSC (Odu/Palma-Sanft) to approve all as presented (0-N; 0-Abstain)
- xv. CHEM 200: General Chemistry I Lecture
  - 1. Six yr review including: 1) addition of CIP code, 2) addition of Limitation on Enrollment of CHEM 200E (new course), and 3) review/update of texts, supplies and distance ed. Mesa DE change from Fully Online to Partially Online.
  - 2. MSC (Arabo/Odu) to approve as presented (0-N; 1-Abstain, Ela)
- xvi. CHEM 200L: General Chemistry I Laboratory
  - 1. Course Revision - 1) Add CHEM 200E as option to CHEM 200 co-req, 2) remove CHEM 152 & 152L pre-reqs. Review of Mesa DE and Texts/Resources for currency (lab manual used by all campuses).
  - 2. No concerns from Miramar's Chemistry Department (on any of the CHEM course revisions).
  - 3. Will need to resubmit for UC due to the addition of a pre-requisite.
  - 4. MSC (Arabo/Palma-Sanft) to approve as presented (0-N; 1-Abstain, Ela)
- xvii. CHEM 201
  - 1. Course revision to add CHEM 200E as option to CHEM 200 pre-req; review texts, supplies and distance ed.
  - 2. Will need to resubmit for UC due to the addition of a pre-requisite.
  - 3. MSC (Arabo/Palma-Sanft) to approve as presented (0-N; 1-Abstain, Ela)
- xviii. EXSC 159A: Bowling I
- xix. EXSC 159B: Bowling II
- xx. EXSC 159C: Bowling III
- xxi. EXSC 159D: Bowling IV
  - 1. All: Six-year review including proposing for UC transfer, moving content from lecture to lab, addition of District PE Requirement, and update to sample texts.
  - 2. All EXSC 159 series reviewed as a bundle.
  - 3. MSC (Cain/Arabo) to approve all as presented (0-N; 0-Abstain)
- xxii. EXSC 216: Intercollegiate Softball I

1. 6-year review. Updated catalog description, objectives, content, assignments, methods of evaluation and instruction, textbooks, and supplies. Reviewed emergency only distance education at City College. Incorporated IDEAAS/UDL and corrected formatting and typos across course outline. Selected CIP code, 31.0501. Corrected limitation on enrollment, used Meta AND function. Corrected equivalency text, removed irrelevant text.
  2. MSC (Cain/Odu) to approve as presented (0-N; 0-Abstain)
- xxiii. EXSC 290: Independent Study
1. 6-year review. Updated catalog description, content, assignments, methods of evaluation and instruction, textbooks, and supplies. Incorporated IDEAAS/UDL across course outline. Corrected equivalency text, removed irrelevant text. Selected CIP code, 31.0501.
  2. MSC (Cain/Palma) to approve as presented (0-N; 0-Abstain)
- xxiv. FIPT 351B: Fire Responder Inspector IB: Fire and Life Safety
1. Title change to align with State Fire Training; removal of ENGL C1000 advisory, update to DE Language, update to textbooks, minor technical edits throughout.
  2. MSC (Arabo/Ela) to approve as presented (0-N; 0-Abstain)
- xxv. FIPT 351D: First Responder Fire Inspector ID: Field Inspection – California Specific
1. Title change to align with State Fire Training; removal of ENGL C1000 advisory, update to DE Language, update to textbooks, minor technical edits throughout.
  2. MSC (Ela/Arabo) to approve as presented (0-N; 0-Abstain)
- xxvi. FIPT 352B: Fire Inspector 2B Fire and Life Safety Requirements
1. Align updated hours with State Fire Training (from 27 to 30) with minor updates for student objectives and content, update to DE Language, update to textbooks, minor technical edits throughout.
  2. MSC (Odu/Ela) to approve as presented (0-N; 0-Abstain)
- xxvii. FIPT 381F: Regional Firefighter I Academy
1. Six year review; including removal of FIPT 150A from advisories, move content from lecture to lab, update to DE language, addition of FACD major restriction code, and minor grammatical and technical edits throughout.
- xxviii. FIPT 381P: Firefighter I Test Preparation and Fire Control 3
1. Two year review; including update to catalog description and short description (removed year), removal of FIPT 150C

- prerequisite, spelled out abbreviations in SLOBS, moved content from lecture to lab, added major restriction code for FACD, and technical edits throughout.
- xxix. FIPT 381S: San Diego Basic Firefighter 1 Academy
    1. Six-year review; update to catalog description (removed enrollment information), removal of FIPT 150A advisory, added FACD major restriction code, moved content from lecture to lab, updated sample textbook, update to DE language, and minor technical edits throughout.
    2. Three FIPT 381 courses above reviewed as a bundle.
    3. MSC (Ela/Cain) to approve as presented (0-N; 0-Abstain)
  - xxx. HEAL 101: Health and Lifestyle
  - xxxi. HEAL 103: Introduction to Public Health
  - xxxii. HEAL 104: Public Health and Social Justice
    1. All: Revision including: 1) request submission for C-ID 100, 2) update to Description, Objectives, Content, Texts and Distance Ed.
    2. Above three HEAL courses reviewed as a bundle.
    3. No concerns from Miramar HEAL department.
    4. MSC (Cain/Odu) to approve all as presented (0-N; 0-Abstain)
  - xxxiii. LFGD 101: Introduction to Open Water Lifeguarding
    1. Two-year review; including splitting lecture and lab content, update to sample texts, and minor technical edits throughout.
  - xxxiv. LFGD 330: Off Road Vehicle Operations
    1. Six-year review, including title change from All-Terrain Vehicle Operations to Off-Road Vehicle Operations, change all references to All-Terrain Vehicles (ATV's) to Off-Road Vehicles, splitting lecture and lab content, and minor technical edits throughout.
  - xxxv. LFGD 335: Rescue Watercraft Operations
    1. Two-year review. Separated lab from lecture content, Update to DE modality, DE language, and minor technical edits throughout.
    2. Above three LFGD courses reviewed as a bundle.
    3. MSC (Ela/Odu) to approve all as presented (0-N; 0-Abstain)
    4. MSC (Odu/Cain) to approve the DE update for LFGD 335 (0-N; 0-Abstain)
  - xxxvi. MATH 15A: Introduction to Statistics Support Course
    1. Change course title from "PreAlgebra Refresher" to "Introduction to Statistics Support Course", add corequisite STATC1000, revise course description, edit student learning

objectives, minor edit to outline of topics, edit assignments to incorporate IDEAAS, update DE language and change DE from partially online to fully online, update textbooks. These changes are needed to align the support course with the main course.

xxxvii. MATH 15B: Precalculus Support Course

1. Change course title from "Elementary Algebra and Geometry Refresher" to "Precalculus Support Course, add corequisite Math 141 revise course description, edit student learning objectives, minor edit to outline of topics, edit assignments to incorporate IDEAAS, update DE language and change DE from partially online to fully online, update textbooks. These changes are needed to align the support course with the main course.

xxxviii. MATH 15C: College and Matrix Algebra Support Course

1. Change course title from "Intermediate Algebra and Geometry Refresher" to "College and Matrix Algebra Support Course", add corequisite Math 116, revise course description, edit student learning objectives, minor edit to outline of topics, edit assignments to incorporate IDEAAS, update DE language and change DE from partially online to fully online, update textbooks. These changes are needed to align the support course with the main course.

xxxix. MATH 15D: Trigonometry Support Course

1. Change course title from "Trigonometry Refresher" to "STEM Calculus I Support Course", add corequisite Math 150, revise course description, edit student learning objectives, minor edit to outline of topics, edit assignments to incorporate IDEAAS, update DE language, update textbooks and change DE from partially online to fully online. These changes are needed to align the support course with the main course

xl. MATH 15E: STEM Calculus I Support Course

1. Change course title from "Trigonometry Refresher" to "STEM Calculus I Support Course", add corequisite Math 150, revise course description, edit student learning objectives, minor edit to outline of topics, edit assignments to incorporate IDEAAS, update DE language, update textbooks and change DE from partially online to fully online. These changes are needed to align the support course with the main course.

xli. MATH 15F: Applied Calculus Support Course

1. Change course title from "College Algebra Refresher" to "Applied Calculus Support Course", add corequisite Math 121, revise course description, edit student learning objectives, minor edit to outline of topics, edit assignments to incorporate IDEAAS, update DE language and change DE from partially online to fully online, update textbooks. These changes are needed to align the support course with the main course.
  2. All above MATH 15 series courses reviewed as a bundle.
  3. All the 15s were originally designed as "refresher" courses, but are now linked support courses.
  4. MSC (Cain/Ela) to approve all as presented (0-N; 0-Abstain)
- xlii. MATH 255: Differential Equations
1. Revision to change MATH 254 from pre-req to co-req (completion of or concurrent enrollment in...).
  2. Proposed revision is in alignment with other colleges and districts statewide.
  3. Will need to resubmit for UC due to the pre-requisite change.
  4. MSC (Ela/Cain) to approve as presented (0-N; 0-Abstain)
- xliii. PSYC 137: Human Sexual Behavior
1. Revisions to apply for C-ID PSY 130 including updates to objectives and content. Updated textbooks. Added CIP Code.
  2. MSC (Ela/Odu) to approve as presented (0-N; 0-Abstain)
  3. MSC (Ela/Cain) to approve DE changes (0-N; 0-Abstain)
- e. **DE Only**

## **VI. Award Proposals**

### **a. New Awards**

- i. Accountancy for Enrolled Agents, Certificate of Achievement
  1. This proposal is to create a new Certificate of Achievement in Accountancy for Enrolled Agents at Miramar College. All courses required for the certificate except for two are already regularly offered at Miramar. The college previously had an Enrolled Agent program (control number 36254), but because of budget restrictions and the COVID pandemic the courses were never offered and it was deactivated in 2024.
  2. VPI Office will need to investigate how this will work in COCI, since it will create two awards with the same title.
  3. MSC (Ela/Odu) to approve as presented (0-N; 0-Abstain)

### **b. Award Deactivations - None**

### **c. Award Revisions**



1. Miramar is well-aligned to new requirements overall, but there are some issues (esp. Public Safety). District will address administratively wherever possible.
2. EXSC also had some classes that had irregular units. Units must now be in .5 increments
3. As a heads up, some changes due to SAAM will eventually come through the CRCs for approval.

c. Evaluators

- i. No additional reports.

d. Articulation Officer

- i. No additional reports.

IX. Roundtable

X. Adjournment

- a. Adjourned by consensus at 4:42pm.