

**Curriculum Committee Minutes
San Diego Miramar College
April 8, 2026, 2:30-4:30pm
R Building Conference Room + Zoom**

Members Present (in person): Jamie Hammond, Veronica Hartmann, Mara Palma-Sanft
(*proxy for Paulson*)

Members Present (virtual): Rita Arabo, Matthew Cain, Isabella Ela, David Mehlhoff,
Meilani Peleti, Brenda Wilborn

Members Absent: Evelyn Escalante, Michael Odu, Kristine Huynh, Heather Paulson

Guests: Duane Short

Support Staff: Sharilyn Wilson

Vacancies: BTCWI Designee

- I. Call to Order
 - a. Meeting called to order at 2:33pm by Chair Hartmann.
- II. Approval of Agenda
 - a. Edits
 - i. Award Proposals - Remove Accountancy for Enrolled Agents CoA and Human Development Studies AA (previously approved at [March 18, 2026](#) meeting)
 - ii. Course Revisions - Add BUSE 100
 - iii. Course Deactivations - Add PSYC 155 and PSYC 211
 - iv. Consent Agenda - Add CBTE 101 deactivation, pull CISC 162 and CISC 163 onto regular agenda under New Courses.
 - b. MSC (Palma-Sanft/Cain) to approve the agenda as amended. (0-N, 0-Abstain)
- III. Guest: Duane Short
 - a. Short spoke to the committee about CISC 162 & 163 and BUSE 105. All three courses deal with Artificial Intelligence, but each has a different focus/approach.

- b. BUSE 105, *Introduction to Artificial Intelligence (AI) in the Workplace*, was created locally, and was developed to teach the use of AI in a general workplace setting. The course is a 2-unit Lecture/Lab. BUSE 105 is in the BUSE subject area due to its specific focus on business/workplace skills. The Disciplines assigned to this course are: Business, Computer Information Systems, and Computer Science. While the course is currently only proposed for Miramar, Short and the Business Department have no concerns if City and Mesa want to be added to the proposal.
 - c. BUSE 105 is in the BUSE subject area due to its specific focus on business/workplace skills. The Committee discussed if it might be a better fit under CISC or CBTE. Short mentioned that he had already brought up potentially using the CBTE subject indicator, but this was not generally supported by Miramar or Mesa's faculty. Both he and the committee expressed that they would be open to placing it under any of the three indicators.
 - d. Mesa is also developing an introductory/foundational AI course (CISC 162, *Foundations of Applied Artificial Intelligence*), but it is a 4-unit course that is targeted more towards CISC majors. CISC 162 leads into CISC 163, *Designing Artificial Intelligence (AI) Systems*, which is much more technical and focuses on programming/building AI applications.
 - e. Comparing the outlines of BUSE 150 and CISC 162, they are clearly different. The Committee did express concerns that the catalog description for CISC 162 might be too general. Hartmann will send that feedback to Mesa's Curriculum Chair.
 - f. Miramar will ask to be added to CISC 162 and CISC 163 at the next CIC meeting.
- IV. Approval of the [March 18, 2026 Minutes](#)
- a. Under "Reports", Wilson will change SAM to SAAM for "Standardized Attendance Accounting Method".
 - b. MSC (Palma-Sanft/Ela) to approve the minutes as amended. (0-N, 0-Abstain)
- V. Approval of Consent Agenda
- a. MSC (Palma-Sanft/Cain) to approve the consent agenda as amended. (0-N, 0-Abstain)
- VI. Course Proposals
- a. New Courses
 - i. BUSE 105: Introduction to Artificial Intelligence (AI) in the Workplace
 - 1. Reason for Proposal: New course at Miramar intended for Business students and general population. Has been

discussed/de-conflicted with Mesa College CISC Department in relation to their proposed CISC 162 and CISC 163.

2. MSC (Palma-Sanft/Arabo) to approve as presented. (0-N, 0-Abstain)
- ii. FIPT 340A: Fire Officer 2A Human Resource Management
 1. Reason for Proposal: Course replaces FIPT 340 Company Officer to align with State Fire Training requirements to comply with national standards.
 2. Tabled; proposal needs edits and is not ready for review.
- iii. CISC 162: Foundations of Applied Artificial Intelligence (AI)
 1. Reason for Proposal: New course in AI for CISC new CA including proposal for fully online.
- iv. CISC 163: Designing Artificial Intelligence (AI) Systems
 1. Reason for Proposal: New course in AI for CISC new CA including proposal for fully online.
 2. Hartmann will connect with Odu to let know that these two CISC proposals have been reviewed and OK'd by Miramar's discipline faculty.
 3. MSC (Palma-Sanft/Cain) to approve both the above CISC courses as presented. (0-N, 0-Abstain)
- b. Course Activations
 - i. ANTH 110: Anthropology of Magic, Witchcraft, and Religion
 1. Reason for Proposal: Activation of course at Miramar to support new general education option, update to example textbooks, addition of DE Fully Online for Miramar College.
 2. MSC (Palma-Sanft/Hammond) to approve as presented. (0-N, 0-Abstain)
- c. Course Deactivations
 - i. FIPT 150W: Wildland Firefighter Safety and Survival
 1. Reason for Proposal: FACD 172 is replacing FIPT 150W.
 2. MSC (Palma-Sanft/Ela) to approve as presented. (0-N, 0-Abstain)
 - ii. PSYC 155: Introduction to Personality
 1. Reason for Proposal: Course is no longer planned to be offered at Miramar College.
 2. MSC (Palma-Sanft/Hammond) to approve as presented. (0-N, 0-Abstain)
 - iii. PSYC 211: Learning

1. Reason for Proposal: Course is no longer planned to be offered at Miramar College.
 2. MSC (Palma-Sanft/Hammond) to approve as presented. (0-N, 0-Abstain)
- d. Course Revisions
- i. ACCT 102: Basic Accounting
 1. Reason for Proposal: Six-year curriculum review update, including minor change to catalog description, update to DE wording for Miramar, updates to example textbooks.
 2. MSC (Palma-Sanft/Hammond) to approve as presented. (0-N, 0-Abstain)
 - ii. ASTR 102: Exploring the Solar System and Life Beyond Earth
 1. Reason for Proposal: This is a six-year review for the successful ASTR 102 course. Update textbooks and content. Add CIP Code: 40.0201 Astronomy.
 2. Confirmed Miramar discipline faculty (Calanog) had OK'd.
 3. MSC (Palma-Sanft/Hammond) to approve as presented. (0-N, 0-Abstain)
 - iii. FACD 173: Firefighter I Academy Skills Review and Certification
 1. Reason for Proposal: Added CSU transferability and CIP Code: 43.0203
 2. MSC (Palma-Sanft/Hammond) to approve as presented. (0-N, 0-Abstain)
 - iv. BUSE 100: Introduction to Business
 1. Reason for Proposal: 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 (Palma-Sanft/Hammond) to approve as presented. (0-N, 0-Abstain)
- e. DE Only
- i. ANTH 110: Anthropology of Magic, Witchcraft, and Religion
 1. Reason for Proposal: Activation of course at Miramar to support new general education option, update to example textbooks, addition of DE Fully Online for Miramar College.

2. MSC (Palma-Sanft/Hammond) to approve DE as presented. (0-N, 0-Abstain)

VII. Award Proposals

- a. New Awards - None
- b. Award Deactivations – none
- c. Award Revisions
 - i. Child Development AS
 1. Reason for Proposal: Program revision addresses updates to CAP 8 requirements as well as to maintain licensing/accreditation. "Courses Required for the Major" changes include: Addition of CHIL 100, 120, 130, 133, 135, 150 and 193. Removal of CHIL 111, 121, 131 and 151 (courses are being deactivated). Removed "Concurrent Enrollment" section - removed option of CHIL 270 and CHIL 275. "Select one of the following three options" changes include: Addition of CHIL 163; removal of CHIL 160 and CHIL 161 (courses are being deactivated). Change in Total Units from 26.0 -29.0 to 35.0
 2. MSC (Palma-Sanft/Hammond) to approve as presented. (0-N, 0-Abstain)

VIII. Other Business

- a. CINE Subject Indicator at Miramar
 - i. On the [April 9, 2026 CIC Agenda](#) under "New Business".
 - ii. Miramar's Humanities Department is eager to change our two DFLM course to CINE. However, at this time the action is simply to activate the CINE subject indicator at Miramar College
 - iii. MSC (Ela/Cain) to approve activation of the CINE subject indicator for Miramar College. (0-N, 1-Abstain: Evaluators)
- b. [LEAF Designator](#) (Discussion)
 - i. Several members expressed concerns about adding this designator to CORs - if it is on the COR, it must be taught by all faculty who offer the course. How do our faculty feel about it?
 - ii. From an Articulation perspective – the COR is minimum scope and content – LEAF icon might cause confusion.
 - iii. Sustainability is a state-level priority.

IX. Reports

- a. Curriculum Chair
 - i. Arabo shared out from the last CIC meeting (was proxy for Hartmann)
 1. CINE updates (see above)

2. Best Practices for Modifying Courses in Degrees and Certificates
 - a. Committee members are asked to review and provide feedback. This will be a discussion item on our next agenda. Palma-Sanft will also bring to the Academic Standards Subcommittee.
 - b. CIC will want feedback on this document by late April/early May.
3. Standardized Attendance Accounting Method (SAAM)
 - a. CIC is checking all courses and working to address any that are out of alignment.
4. ADTs
 - a. Next batch will be walked in to be effective Fall 2027. Will prioritize Biology 2.0, then address Chemistry.
 - b. Palma-Sanft commented that courses need to be aligned across the District, but programs do not. However, the Colleges are going to make every effort to align the Biology & Chemistry awards across the credit colleges.
- b. VPI
 - i. Orgera will serve as VPI Odu's proxy at the April 9 CIC meeting.
- c. Evaluators
 - i. No report
- d. Articulation Officer
 - i. The District is working on a Subject Indicator policy & procedure document. Currently in a draft version.
 - ii. The AOs are working with Ethnic Studies discipline faculty at Mira and Mesa to draft a resolution re: Clarification, Recognition, and Inclusion of Specific Course Designators Within the Four Autonomous Core Disciplines
- X. Roundtable
 - a. April 15 meeting is canceled; next meeting is May 6 (final meeting of the academic year).
- XI. Adjournment
 - a. Adjourned by consensus at 3:59pm