



Cañada College

CURRICULUM COMMITTEE

Minutes

Friday, March 25, 2022

9:30 a.m. – 11:30 a.m., Zoom

Members Present: Lisa Palmer, Sumathi Shankar, Chris Burns, Danielle Pelletier, Maureen Wiley, Nick Carr, Soraya Sohrabi, José F. Peña, Bernadette Newland, David Monarres, Ana Miladinova, Klaressa Ortiz

Members Absent: Lesly Ta, Tammy Robinson, Gloria Darafshi, Maria Lara-Blanco

Guests: Julian Branch, Anne Nicholls, Madeline Wiest, Althea Kippes, John Perez

1) Adoption of Revised Agenda

Motion – To adopt revised agenda, including revisions: 1) Add two items under the Chair’s Report and 2) Articulation Officer’s Report deletion M/S: Danielle Pelletier, Soraya Sohrabi

Discussion— none

Abstentions – none

Approval – approved unanimously

Consent Agenda

1) AB 361 – Renewal of Virtual Meeting Modality for the Curriculum Committee

- This acknowledges our use of AB 361, which extends our ability to meet virtually as a Brown Act meeting without having to post the address of our physical location.
- The curriculum committee passed a resolution to support the use of AB 361 to extend our virtual modality.
- To contend that we should resume meeting in person, please request that this item be pulled from consent for discussion and debate.

2) Approval of Minutes – March 11, 2021

3) Curriculum Items:

Business, Design & Workforce

i. Kippes, Althea

- 1. LEGL 241 - Law Office Management (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

2. **LEGL 249 - Introduction to the Legal System (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
3. **LEGL 250 - Legal Research and Writing (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
4. **LEGL 251 - Torts (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
5. **LEGL 252 - Civil Litigation and Trial Preparation (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Lecture Content Revision, Textbooks Revision
6. **LEGL 254 - Family Law (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
7. **LEGL 260 - Advanced Legal Research and Writing (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Revision, Textbooks Revision
8. **LEGL 261 - Legal Ethics (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
9. **LEGL 263 - Intellectual Property Law (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
10. **LEGL 264 - Contracts (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Representative Assignments Revision, Textbooks Revision
11. **LEGL 267 - Animal Law (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
12. **LEGL 269 - Elder Law (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
13. **LEGL 272 - Immigration Law (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
14. **LEGL 276 - Electronic Litigation and Investigation (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Representative Assignments Revision, Textbooks Revision

ii. **Naas, Paul**

1. **MART 314 - Introduction to Computer Graphics (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
2. **MART 325 - Digital Painting (3.00)** (Modified Course Proposal)
Proposed Changes: No changes needed
3. **MART 362 - Introduction to Digital Photography (3.00)** (Modified Course Proposal)
Proposed Changes: No changes needed
4. **MART 363 - Advanced Digital Photography (3.00)** (Modified Course Proposal)
Proposed Changes: No changes needed
5. **MART 366 - Color Management and Theory (3.00)** (Modified Course Proposal)
Proposed Changes: No changes needed
6. **MART 371 - User Interface/User Experience Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
7. **MART 372 - Digital Illustration (3.00)** (Modified Course Proposal)
Proposed Changes: No changes needed
8. **MART 374 - UX Research Methods (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
9. **MART 376 - Introduction to Digital Imaging (3.00)** (Modified Course Proposal)
Proposed Changes: No changes needed
10. **MART 378 - Digital Page Layout (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
11. **MART 379 - Introduction to Digital Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
12. **MART 380 - Advanced Digital Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Textbooks Revision
13. **MART 385 - Coding for Designers and Artists (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
14. **MART 389 - Digital Media Careers (1.50)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
15. **MART 390 - Portfolio Creation (1.50)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Textbooks Revision
16. **MART 392 - Content Strategy and UX Writing (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision
17. **MART 393 - UX Data Visualization (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
18. **MART 394 - Interaction Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision

19. **MART 400 - Motion Graphics (1.50)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
20. **MART 405 - Storyboard Development for Animation and Interactive Media (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
21. **MART 416 - Drawing For Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
22. **MART 417 - Principles of Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
23. **MART 418 - History of Animation (1.50)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
24. **MART 420 - Introduction to 3D Modeling and Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
25. **MART 421 - Advanced 3D Modeling and Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Prerequisite Revision, Textbooks Revision
26. **MART 422 - Introduction to Rigging (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
27. **MART 424 - 3D Animation Fundamentals (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
28. **MART 425 - Advanced 3D Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
29. **MART 431 - Special Effects and Compositing (1.50)** (Modified Course Proposal)
Proposed Changes: No changes needed
30. **MART 432 - 3D Environments and Hard Surface Modeling (1.50)** (Modified Course Proposal)
Proposed Changes: No changes needed
31. **MART 433 - Advanced Special Effects and Compositing (1.50)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
32. **MART 441 - Introduction to Video Game Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
33. **MART 442 - History of Video Games (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
34. **MART 443 - Game Design Fundamentals (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
35. **MART 445 - 3D Game Scripting (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision

36. **MART 446 - Storytelling with Games (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
37. **MART 447 - 3D Level Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
38. **MART 450 - Collaborative Game Production (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
39. **MART 451 - Rapid Game Development (3.00)** (Modified Course Proposal)
Proposed Changes: No changes needed
40. **MART 452 - Advanced Game Design (3.00)** (Modified Course Proposal)
Proposed Changes: No changes needed
41. **MART 455 - Indie Game Development & Entrepreneurship (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Textbooks Revision

Science & Technology

iii. **Hirzel, Douglas**

1. **BIOL 380 - Travel Study in Biology - Preparing for the Trip (1.00)** (Course Banking)
2. **BIOL 381 - Travel Study in Biology (1.50)** (Course Banking)
3. **BIOL 100 - Introduction to the Life Sciences (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
4. **BIOL 110 - Principles Of Biology (4.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
5. **BIOL 132 - Human Biology Laboratory (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Textbooks Revision
6. **BIOL 225 - Biology Of Organisms (5.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Textbooks Revision
7. **BIOL 250 - Human Anatomy (4.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision, Honors Revision, Textbooks Revision
8. **BIOL 260 - Human Physiology (5.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision

Motion – To approve the consent agenda: M/S: José F. Peña, Soraya Sohrabi

Discussion— Lisa recalled that the college is seeking representation to be part of the credit for prior learning work group. Lisa asked that any interested committee members reach out to her.

Abstentions – none

Approval – approved unanimously

1) Curriculum Items:

- None

2) Information/Discussion/Reports/Approval Items

a. Chair's Report

- **Associate Degree to Associate Degree Pathway - Addition** (*Information/Discussion/Action*)

Associate Degree to Associate Degree

A pathway to the associate degree for students who have already achieved an associate degree

Students who wish to pursue an associate degree at Cañada College who have already been awarded an associate degree from a regionally accredited college or university in the United States may be exempt from Cañada College's local associate degree general education requirements. This pathway does not apply to the Associate Degrees for Transfer (AA-T or AS-T). Students must still complete a minimum of 12 units in residence at Cañada College. For the major, at least 12 units, or 50% of the units required for the major, whichever is fewer, must be completed at Cañada College. All other local requirements may

be waived if the completed associate degree includes coursework that fulfills the Title 5 minimum requirements for the associate degree as noted below.

Title 5 (55063) Associate Degree Requirements:

1. Minimum of 60 units of lower division degree applicable coursework
2. Completion of Freshman Composition (ENGL 100 or ENGL 105 equivalent at Cañada College)
3. Completion of Intermediate Algebra or higher-level math course (MATH 120 or higher equivalent at Cañada College)
4. Completion of at least 12 units in residence at Cañada College
5. Completion of at least 12 units or 50% of the major, whichever is less, completed in residence at Cañada College
6. Completion of 18 units of general education:
 - a. 3 semester unit course in Natural Sciences
 - b. 3 semester unit course in Social and Behavioral Sciences
 - c. 3 semester unit course in Humanities
 - d. 6 semester unit in Language and Rationality
 - e. One additional 3 unit course in the aforementioned areas

Students with external coursework, coursework completed at colleges and universities outside the San Mateo County Community District (SMCCCD), should use Transcript Evaluation Service (TES) to determine how it will be applied for degrees and certificates. For more information, visit the District [Transcript Evaluation Service website](#).

▪ **Bachelor Degree to Associate Degree Pathway - Modification** (*Information/Discussion/Action*)

Bachelor Degree to Associate Degree

A pathway to the associate degree for students who have already achieved a bachelor's degree

Students who wish to pursue an associate degree at Cañada College who have already been awarded a bachelor's degree from a regionally accredited college or university in the United States may be exempt from Cañada College local associate degree general education requirements. This pathway does not apply to Associate Degrees for Transfer (AA/AS-Ts). Students must still complete a minimum of 12 units in residence at Cañada College. For the major, at least 12 units, or 50% of the units required for the major, whichever is fewer, must be completed at Cañada College. All other local requirements may be waived if the completed bachelor's degree includes coursework that fulfills the Title 5 minimum requirements for the associate degree as noted below.

Title 5 (55063) Associate Degree Requirements:

1. Minimum of 60 units of lower division degree applicable coursework
2. Completion of Freshman Composition (ENGL 100 or ENGL 105 equivalent at Cañada College)
3. Completion of Intermediate Algebra or higher-level math course (MATH 120 or higher equivalent at Cañada College)
4. Completion of at least 12 units in residence at Cañada College
5. Completion of at least 12 units or 50% of the major, whichever is less, completed in residence at Cañada College
6. Completion of 18 units of general education:
 - a. 3 semester units course in Natural Sciences
 - b. 3 semester units course in Social and Behavioral Sciences
 - c. 3 semester units course in Humanities
 - d. 6 semester units in Language and Rationality
 - e. one additional 3 unit course in the aforementioned areas

Students with external coursework, coursework completed at colleges and universities outside the San Mateo County Community District (SMCCCD), should use Transcript Evaluation Service (TES) to determine how it will be applied for degrees and certificates. For more information, visit the District [Transcript Evaluation Service website](#).


Motion – To approve Associate Degree to Associate Degree Pathway language and Bachelor Degree to Associate Degree Pathway language: M/S: Soraya Sohrabi, Bernadette Newland
Discussion— José asked for clarification regarding Skyline wanting to approve different language. Madeline shared that in District Curriculum Committee, Skyline's substantive change was rescinded and will be brought back in fall of 2023 for further consideration, to ensure that all three colleges are in alignment. The change that Skyline wanted to make is directly related to graduation requirements for the associate degree, and this needs to be considered with a critical lens in the fall. Lisa added that substantive changes will have ripple effects, and it is important to discuss these changes as a district. Soraya added that she is grateful that this is a consideration as many students will benefit. She asked for clarification regarding the waiving of graduation requirements and if course by course evaluation will be taking place. Madeline shared that course by course evaluation will take place in most cases, other than those including international transcript due to the limited data. Regarding ethnic studies, if the Title V language does come through adding Ethnic Studies before catalog deadlines, Title V can be matched and if this does not occur, this will have to be revisited for fall 2023. Madeline added that it is a consistency factor between the three colleges and the state, ensuring alignment. There may be some exceptions for certain students during this year to honor student coursework that has been completed in the last year prior to requirement changes, although the goal is to be in alignment by fall 2023.

Abstentions – none

Approval – approved unanimously

b. Office of Instruction Report

- **Vice President of Instruction (VPI)**-none
- **Curriculum & Instructional Systems Specialist**
 - 2021-2022 2-year and 5-year cycle updates



2021-2022 CURRICULUM REVIEW MATRIX - - - BY SUBJECT

Updated: 3/22/2022 - 4:57 pm

CTE / NON CTE	Discipline	To Be Reviewed	Completed	In The Queue	Unsubmitted
CTE	COOP	1	1		0
	DANC	1	1		0
	ECE.	21	21	1	0
	FASH	37	37		0
	HMSV	3	3		0
	INTD	1	1		0
	LEGL	15	15		0
	MART	41	41		0
	MEDA	1	1		0
	PALT	9		9	0
	CTE Total		130	121	10
NON-CTE	ASTR	2	2		0
	BIOL	11	8	3	0
	DRAM	1		1	0
	ENGL	14	9	9	0
	ENGR	9	9	6	0
	HSCI	2	2	2	0
	LCTR	12		12	0
	LING	1	1		0
	LIT.	13	10	13	0
	OCEAN	2	2	2	0
	READ	2		2	0
NON-CTE Total		69	43	50	0
Grand Total		199	164	60	0

c. Distance Education (DE) Coordinator-none

3) Division Reports

- Sumathi shared that she has enjoyed her time on the committee and that another faculty member will represent her division in the next cycle. Lisa asked all members to consider their cycles on the committee to ensure representation from various divisions on campus.
- Althea Kippes thanked the committee members for their feedback as she has completed the textbook review process.

4) Adjournment

Motion – To adjourn the meeting: M/S: Sumathi Shankar, Nick Carr

Discussion—none

Abstentions – none

Approval – approved unanimously

- a. Meeting adjourned at 10:00am.