



CURRICULUM COMMITTEE

Minutes

Thursday, April 4, 2024

1-2:30pm, Zoom/9-154

Members Present: Lisa Palmer, Ana Miladinova, Nick Carr, Maureen Wiley, Chialin Hsieh, Adriana Lugo, Andrew Soler, Frank Nguyen Le, Kristina Brower, Maria Lara, Bob Lee

Members Absent: Danny Lynch, Gonzalo Arrizon, Leonor Cabrera, Oscar Arreola Buendia, Priyanshi Chaudhary, Gloria Darafshi, Martin Partlan, David Monarres

Guests: Hyla Lacefield, Paul Naas, Alexander Jones, Jacky Ip, Michelle Lomeli

1) Adoption of Agenda

Motion – to adopt the agenda: M/S: Kristina Brower, Adriana Lugo

Discussion— none

Abstentions – none

Approval – approved unanimously

Consent Agenda

2) Approval of Minutes – March 21, 2024

3) Curriculum Items:

Business, Design & Workforce

- **Naas, Paul**
 - **MART 314 - Introduction to Computer Graphics (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
 - **MART 325 - Digital Painting (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
 - **MART 362 - Introduction to Digital Photography (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
 - **MART 363 - Advanced Digital Photography (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **MART 366 - Color Management and Theory (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

- **MART 371 - User Interface/User Experience Design (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
- **MART 372 - Digital Illustration (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 374 - UX Research Methods (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 376 - Introduction to Digital Imaging (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 378 - Digital Page Layout (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
- **MART 379 - Introduction to Digital Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
- **MART 380 - Advanced Digital Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 389 - Digital Media Careers (1.50)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Addition, Textbooks Revision
- **MART 390 - Portfolio Creation (1.50)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Textbooks Revision
- **MART 392 - Content Strategy and UX Writing (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 393 - UX Data Visualization (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 394 - Interaction Design (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 400 - Motion Graphics (1.50)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 405 - Storyboard Development for Animation and Interactive Media (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision
- **MART 416 - Drawing For Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 417 - Principles of Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

- **MART 418 - History of Animation (1.50)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 420 - Introduction to 3D Modeling and Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 421 - Advanced 3D Modeling and Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 422 - Introduction to Rigging (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 424 - 3D Animation Fundamentals (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 425 - Advanced 3D Animation (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 431 - Special Effects and Compositing (1.50)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 432 - 3D Environments and Hard Surface Modeling (1.50)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 433 - Advanced Special Effects and Compositing (1.50)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 441 - Introduction to Video Game Design (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 442 - History of Video Games (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision
- **MART 443 - Game Design Fundamentals (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision
- **MART 445 - 3D Game Scripting (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 446 - Storytelling with Media (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Title Revision
- **MART 447 - 3D Level Design (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision
- **MART 450 - Collaborative Game Production (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 451 - Rapid Game Development (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

- **MART 452 - Advanced Game Design (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **MART 455 - Indie Game Development & Entrepreneurship (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

Motion – to approve the consent agenda, including minutes of March 21, 2024 meeting: M/S: Frank Nguyen Le, Maureen Wiley

Discussion— none

Abstentions – none

Approval – approved unanimously

<i>Substantive Agenda</i>

Business, Design & Workforce

- **Jones, Alexander**
 - **WORK 670 - Work Experience (1.00-6.00)** (New Course)
 - **HMSV 672 - Work Experience Education: Internship (1.00-3.00)** (Cañada Modified Course Proposal)
Proposed Changes: Hours (Lecture and/or Lab) Revision , Title Revision
 - **INTD 672 - Work Experience Education: Internship (1.00-3.00)** (Cañada Modified Course Proposal)
Proposed Changes: Hours (Lecture and/or Lab) Revision , Title Revision
 - **LEGL 672 Work Experience Education: Internship (1.00-3.00)** (Cañada Modified Course Proposal)
Proposed Changes: Hours (Lecture and/or Lab) Revision , Title Revision
 - **MEDA 672 - Work Experience Education: Internship (1.00-3.00)** (Cañada Modified Course Proposal)
Proposed Changes: Hours (Lecture and/or Lab) Revision , Title Revision

Hyla Lacefield and Alexander Jones presented on behalf of the above items. Hyla shared that guidance was received from the Chancellor’s Office that everything that was previously labeled COOP, now needs to change to Work Experience Education. Per the Chancellor’s Office guidelines, these changes ensure the college remains in compliance. Frank Nguyen Le added that the hours per unit have changed. One unit will now be a minimum of 48 semester hours. These changes are part of the district-wide alignment effort. WORK 670 will be repeatable and the maximum units a student can take is 16 district-wide. Kristina Brower asked why there is a general work experience course in addition to specific work experience education courses. Hyla shared that the 672 courses that are specific will now be taught by an instructor in that discipline.

Motion – to approve the new course WORK 670 and the course modifications to HMSV 672, INTD 672, LEGL 672, and MEDA 672: M/S: Bob Lee, Andrew Soler

Discussion— no additional discussion

Abstentions – none

Approval – approved unanimously

Counseling

- **Barrales-Ramirez, Lorraine**

- **CRER 127 - Career Choices II: Job Search (0.50)** (Cañada New Course)

Michelle Lomeli presented on behalf of the above item. This course was cloned from a CSM Course. Michelle mentioned that in fall of 2023 and spring of 2024, this was taught through a career launch program. The decision was made to transition this into a course. EOPS will be offering this course to focus on first generation college students.

Motion – to approve the course modifications to CRER 127: M/S: Bob Lee, Chialin Hsieh

Discussion— no additional discussion

Abstentions – none

Approval – approved unanimously

- **Matsuo, Holly**

- **FASH 672 - Work Experience Education: Internship (1.00-3.00)** (Cañada Modified Course Proposal)

Proposed Changes: Distance Education Revision , Hours (Lecture and/or Lab) Revision , Textbooks Revision , Title Revision , Units Revision

Alexander Jones and Hyla Lacefield presented on behalf of this item. They shared that similarly to the above 672 courses, changes were made to this course to ensure alignment with Title V.

Motion – to approve the course modifications to FASH 672: M/S: Chialin Hsieh, Adriana Lugo

Discussion— no additional discussion

Abstentions – none

Approval – approved unanimously

Humanities & Social Sciences

- **Eck, David**

- **AA-T Associate in Arts Degree for Transfer Philosophy** (Program Modification)

- **AA Degree Program Philosophy** (Program Modification)

The above items are tabled, to be approved at the next Curriculum Committee meeting.

Kinesiology, Athletics & Dance

▪ **Committee, Cañada Curriculum**

- **DANC 672 - Work Experience Education: Internship (1.00-3.00)** (Cañada Modified Course Proposal)
Proposed Changes: Hours (Lecture and/or Lab) Revision , Title Revision

Ana Miladinova presented on behalf of this course. The group discussed that similar changes were made to this course as were the previously mentioned 672 courses above.

Motion – to approve the course modifications to DANC 672: M/S: Chialin Hsieh, Andrew Soler

Discussion— no additional discussion

Abstentions – none

Approval – approved unanimously

1) Regular Information/Discussion/Reports

a. Curriculum and Instructional Systems Specialist Report



2023-2024 CURRICULUM REVIEW MATRIX ••• BY SUBJECT

Updated: 04/04/2024

**All 695 courses to be submitted by the Office of Instruction on behalf of the Curriculum Committee.*

CTE / NON CTE	Discipline	To Be Reviewed	Completed	In The Queue	UNSUBMITTED
CTE	INTD	1		1	0
	MEDA	1		1	0
	COOP	1		1	0
	DANC	1		1	0
	FASH	37		36	1
	HMSV	4	3	1	0
	LEGL	15	14		1
	ECE.	26	19		7
	MART	41		40	1
	PALT	9			9
CTE Total		136	36	81	19
NON-CTE	ECE.	1	1		0
	CHEM/PHYS	1			1
	CHEM	6			6
	DRAM	12		11	1
	EDUC	4	3	1	0
	ENVS	2	2		0
	GEOG	4	4		0
	GEOL	3	3		0
	KINE	6	4		2
	LIBR	1			1
	METE	1	1		0
	PHIL	9	8	1	0
	PHYS/CHEM	1	1		
	PHYS	6	5		1
NON-CTE Total		57	32	13	12
Grand Total		193	68	94	31

Frank additionally shared the spreadsheet of the course inactivation list. He reminded the committee that this list includes courses that have not been offered in the last 5 years, and the impact deactivating them may have on various programs. Frank shared the list of courses for which exemption requests have been submitted. Additional exemption requests are still being submitted as of the time of the meeting. Courses for which exemption requests have been submitted will also be reviewed at District Curriculum Committee.

b. Chair's Report

Lisa Palmer shared that the campus received disappointing articulation news this week. Many courses were not approved for articulation. The campus will revise and resubmit the courses. On Monday, there will be a meeting from 10am-2pm to look at the standards and course outlines of records and make revisions. The courses will then be resubmitted for approval. Lisa shared that the courses do meet the standards, so the group needs to come together to understand what errors in the submission/writing process may have occurred. The group will also look closely at courses that have yet to be submitted to ensure they are written/submitted correctly per the standards.

Additionally, Lisa shared a spreadsheet that the district is currently using as a reference, outlining the various courses within the district that do not align. This alignment will be a large project that the district will undertake next year. This project will assist in ensuring articulation for students is aligned across the district.

c. Articulation Officer's Report- none

d. Office of Instruction Report

Chialin Hsieh thanked the committee for the great work they have been doing. She thanked committee members for the behind the scenes work that they have been completing for the district, and encouraged members to attend Monday's meeting regarding course standard review and resubmission.

e. DE Report- none

2) Division Reports- none

3) Adjournment

Motion – to adjourn the meeting: M/S: Frank Nguyen Le, Chialin Hsieh

Discussion— none

Abstentions – none

Approval – approved unanimously

Meeting adjourned at 1:45pm