
Curriculum Committee Minutes

Sub-Committee of the Academic Senate

Spring 2025 Semester

Meeting Thursday, Feb 27th, 2025, 2:15 pm

Emergency Zoom link: <https://marin-edu.zoom.us/j/84840451119>

Present in AC 303: Gina Cullen, Kevin Muller, Sara Malmquist-West, Kathleen Smyth, Maria Coulson, Jeff Yates, Grace Yuan, Wende Bohlke, Nancy Willet

Present in Zoom room:

Alex Jones – KTD office

Jason Dunn- KTD office

Sheldon Carroll – KTD office

Kenneth Allen – IVC office

James Gonzalez – IVC office

Shawn Nelson – IVC office

Shaquam Edwards – KTD office

Standing Items

1. Call to Order at 2:15 pm in AC 303
2. Approval of the amended agenda
 - Motion to approve the agenda: Jeff Yates
 - Second the motion: Sara Malmquist-West
 - Vote: Approved
3. Approval of the minutes
 - Motion to approve: Jason Dunn
 - Second the motion: Sara Malmquist-West
 - Vote: approved
4. Public Announcement
 - none
5. Chair's Announcements:
 - None

Discussion

1. New Fire Course – Ken Allen

- FIRE 100: CPR & Basic Life Support for Healthcare Providers
- One-day course; 8 hours lecture and activity
- Repeatable: yes; due to AHA regulation that requires renewal every two years
- Units and Hours: 0.5 Units
- Serves a wide range of professionals in Marin County as well as Nursing and Fire programs at College of Marin
- Similar courses are offered at SRJC and CCSF. No equivalent class is available at community institutions in Marin County.
- CPR certification is required in all first-response and patient-care careers.
- COM has sufficient equipment and certified instructor to run the course
- Student fee: \$5-50 per student and will be covered by the College until further notice

Discussion:

- Recommend revising the title to be more inclusive and appealing to other disciplines, such as ECE and KIN programs.
- There was a discussion about credits and hours: either 8 lecture hours for 0.5 units or 27 lab hours for 0.5 units. Based on the CPR course model at CCSF, 8 lecture hours would be appropriate.
- Recommend creating a mirrored noncredit version for easier repeatability.
- Recommend exploring a hybrid option to move part of the lecture portion online, making it more accessible for working adults.

2. ECE reactivation – Shaquam Edwards

- Request to reactivate four ECE courses: ECE 133,135,224, 226
- Current ECE has 3 electives on rotation; returning students need more elective classes to take as current electives have been stagnant, with the same few options offered repeatedly.
- Plan to offer the reactivated courses annually or biannually.
- Other adjustments: addressing the low award completion by revamping schedule and adding electives.

Discussion:

- There was a discussion about rotating the reactivated courses as program electives. For these courses to count as electives, the degrees and certificates must list them as options.
- These courses cannot be included in the AS-T but can be included in the AS and COA.
- Recommend reviewing course sequencing in the current programs once the new teacher permit matrix is released by the state.
- There was a discussion about why these courses were initially deactivated.
- Shaquam inquired about the hybrid modality. Kathleen provided guidance on how to submit the target course through the POCR system.

3. DENT Curriculum Change – Wende Bohlke

(1) Contact hour and units reduction

- Total 156 student contact hours reduced (approximately 10 teaching units reduced) with no reduction in content teaching

- Reduction comes from:
 - Fall Schedule: DENT 172, 176, 182
 - Spring Schedule: DENT 178, 184, 186, 187, 190
- After the reduction, DENT would be 7.5% over accreditation required contact hours as opposed to the current 23% overage
- Benefits of reduction:
 - Opportunity to enroll in other courses
 - More time with family and friends
 - Greater work-life balance
 - Strategic alignment to Plan 2030
 - Good stewards of the District
 - Still meets the accreditation standards

(2) New Certificate of Achievements proposed:

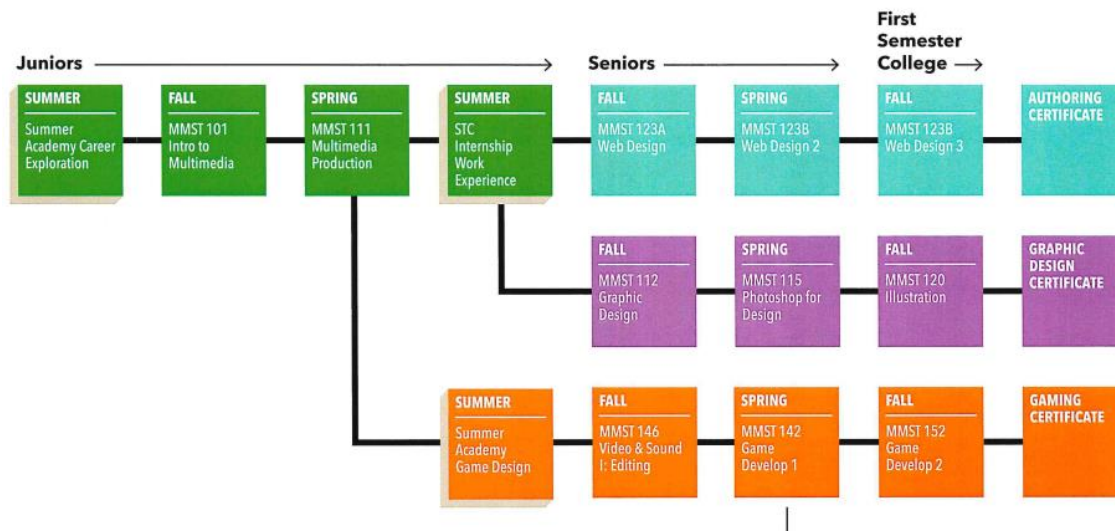
1. Infection Control: DENT 172, 174, 176, and 182. Total 9.5 Units
 2. Radiology for Dental Assistants: DENT 172, 176, 190, 182, and 186. Total 8.5 Units
- Students are employable in the back of the dental office after completing COA 1. Students will be equipped with the skills to take x-rays for patients after completing COA2.
 - Class size is 24 at maximum; about 30 students in the program as mixed with full-time and part-time students.

Discussion:

- Kathleen asked about faculty agreement on the reduction of teaching units. Wende responded that there is a reduction of approximately 10 TUs, and faculty were all in agreement. The reduction will benefit the students and get them through the program faster.
- All aspects of the proposal were detailed and explained. The substantive change received many positive comments from the committee.

4. MMST COA Revision – James Gonzalez, Shawn Nelson

- After market research and a review of similar programs in other Bay Area community colleges, it is proposed to revise the existing Entertainment specialty program to one focusing on Game Design.
- Justification for Change to Game Design:
 - Introducing game design and development
 - A legacy of excellence in MMST education
 - Adapting to industry evolution
- No new course required; COA has all existing courses. The course list will be cleaned up by deactivating courses not offered and add in electives that are currently on rotation.
- High school to college pathway map



- Game design analysis and job opportunities

Job Opportunities Game Designers & Developers

Searches via popular posting sites within 25 miles of San Francisco

Site	Search Keywords	N = Job Postings	Entry Level	Majority Location	Majority Wages
LinkedIn	Game Design	346	53	San Francisco	125K - 188K
LinkedIn	Game Developer	110	3	San Francisco	177 K and up
Indeed	Game Design/Developer	200+	50+	SF Bay Area	100K and up
Glassdoor	Game Artist	37		SF Bay Area	
Glassdoor	Game Developer	56		SF Bay Area	165 K and up

Discussion:

- Jeff asked for clarification on the program's focus—whether it was centered on game design or game development—as these emphasize different skill sets (design skills versus programming skills). James responded that the program would focus mainly on Game Design. He further discussed the current MMST classes, noting that they are primarily online with some in-person components for student support. Additionally, a TA assists with lab sessions to enhance the learning experience.
- Sara inquired about the LinkedIn and LMI data presented, specifically whether the job postings required a bachelor's degree and prior experience in the field. James clarified that the job data focused on the skills required rather than degree qualifications.
- Grace commented that revising the certificate title from Entertainment to Game Design was a good idea. However, some MMST courses already include game design and development in their titles, yet enrollment remains low. Additionally, the presentation suggested adding video editing courses as electives for the Game Design program, but demand for these

courses has also been low. With AI advancing and intersecting with video content creation, the field of graphic and digital design education faces new challenges. How the department adapts to industry evolution seems more urgent and essential.

- The committee welcomes the title change from COA in Entertainment to COA in Game Design.

Action:

Sara MW moved to approve the consent agenda items. Nancy Willet seconded the motion.

Vote: no objections.

Result: approved.

Meeting was adjourned at 3:32 pm.