Curriculum Committee Minutes

Sub-Committee of the Academic Senate

Spring 2025 Semester

Meeting Thursday, March 13th, 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
James Gonzalez – IVC office
Shawn Nelson – IVC 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: Sara Malmquist-West
   - Second the motion: Jeff Yates
   - Vote: approved

4. Public Announcement
   - Dave King expressed his gratitude for the important work of the Curriculum Committee, praising it as a beacon of transparency and fairness at COM

5. Chair's Announcements:
   - None

Discussion

1. **COMM Cal-GETC Courses Status Report–** Sara MW
   - COMM 100 and COMM C1000 (formerly COMM 103) have been approved for Cal-GETC 1C.
   - COMM 101 is pending with a technical issue at ASSIST

- COMM 104 and 105 were denied for Area 1C
  - We have a window to do a one-time appeal from March 14 to May 30th 2025
  - Sara will research comparable approved courses at other colleges to help revise our own courses for better alignment
  - Expect minor changes to the course outlines without substantive change
  - The goal is to ensure that students who have already completed the courses can still receive credit toward the Oral Communication requirement.
  - No schedule impact as COMM 104 and 105 are not offered in Fall 2025
- Consent agenda approval is for aligning the courses so that we can submit them for appeal

2. ARCH New Course Proposal – Kevin Muller
- ARCH 200, a new portfolio course
- The course is not currently integrated into the major degree sequence but may be in the future. There is sufficient student interest to offer it as a valuable add-on.
- Initiated by ARCH faculty, who previously ran a similar not-for-credit, unpaid workshop due to student demand.
- The course is designed to help students develop and present a compelling narrative through their portfolios, preparing them for engagement in the professional world or university admissions.
  - A portfolio is a required component for admission to nearly all undergraduate architecture programs.
  - Many internship opportunities also require a portfolio as part of the application process.
- The portfolio serves as a personal statement of each student's skills, design sensibility, and professional interests. Ideally, students would take this course midway through the architecture program to best showcase their developing body of work.
- Resources:
  - Use current facility/classrooms
  - FVA Department has 2-3 qualified faculty
  - Equipment: the dept. will purchase studio lightings; access to large format printer
- Maximum enrollment: 25 max due to set up and display of student works

Discussion:
- Sara asked about whether students from other Art disciplines could enroll in the portfolio course. Kevin responded that the department conducted an informal review and found limited student demand from other areas. ARCH faculty noted that the architecture field follows more formalized professional standards, which differ from other art disciplines. Jason recalled that ART 200, a portfolio course for Art majors offered years ago, struggled with low enrollment. He also noted that many schools host dedicated "portfolio days" for student feedback and preparation.

- Kathleen raised a question about the budget implications and teaching units required for the course. Kevin responded that the department can offer this course with the current allocation.

- Jeff mentioned that portfolio courses exist in other departments, such as Multimedia Studies

and Graphic Design. Kevin confirmed this and clarified that the proposed course would be tailored specifically for architecture.

- Gina highlighted that ARCH courses currently have strong enrollment. Kevin responded that this course is a direct response to student need—though the process may seem repetitive, each student must develop and present their own unique portfolio.

- Maria asked about the frequency of course offerings. Kevin explained that the schedule is still to be determined but suggested testing it in different semesters. Since most portfolio submissions happen in the spring, aligning the course with that timeframe would be ideal.

3. **MMST proposals** – James Gonzalez, Shawn Nelson

James proposed renaming the Multimedia department to Digital Design. He has consulted with the Dean of Workforce Development and Career Education, who confirmed that the change is feasible but may be a lengthy process. James brought the proposal to the Curriculum Committee to begin a discussion on the necessary steps and considerations for moving forward.

Discussion:

- Kathleen asked whether the CE Dean supports the change. She shared her experience transitioning from PE to KIN (Kinesiology), which was lengthy, confusing, and led to a temporary loss in student enrollment.

- Cari asked if any research had been conducted on similar programs in the Bay Area. James confirmed that he had done research and consulted with the Advisory Committee before proposing the name "Digital Design."

- Nancy recommended reviewing data from the Center of Excellence to analyze how many similar certificates are being awarded at neighboring colleges and what the job market outlook is.

- Gina asked about broader, college-wide interdisciplinary discussions involving COMM/FILM, ART, CIS and CS departments. There was acknowledgment that overlapping content and program boundaries may warrant a more holistic review.

- There was a discussion regarding the proposed changes to the Game Design Certificate that were presented at the previous meeting. Sara referenced content from the previous presentation, pointing out that many Bay Area MMST programs combine with computer programming and/or studio art courses. She questioned whether changing the discipline name alone would improve student engagement, suggesting the root issues may be deeper.

- Alex asked if ART and MMST courses offered KTD and IVC can be bundled together for a certificate regarding design and development.

- James mentioned the MMST programs would benefit from a course in C# (C-Sharp), which

is currently not offered by CIS. Jeff responded that students are already overlapping in Multimedia and Computer Sciences. The students will acquire coding skills by taking CS courses, and tend to pick up C# quickly. He recommended flexibility in programming instruction—focusing on teaching students how to use coding tools effectively, rather than emphasizing one specific language. Courses like COMP 138 (Python) and COMP 235 (C++) were mentioned as potential electives to support gaming and design-focused students.

- Jeff questioned why general MMST courses like 101, 110, and 111 are included in the Game Design certificate. If the certificate is specialized, why include broad introductory courses? James explained that based on his experience, students need foundational MMST skills before advancing to specialized content, and these courses serve both Graphic and Game Design pathways.

- Grace raised concerns about the time it takes students to complete the certificate, especially due to the way courses are scheduled and cross-listed (e.g., MMST 141/151/161/171). She noted that it currently takes at least three semesters to complete required MMST design courses. She also pointed out that the unit load in MMST appears higher than in comparable programs across the Bay Area.

- James emphasized that the MMST program is continuously updated to keep pace with the rapidly evolving industry. He noted that the Advisory Board has advised that students need two years of coursework followed by two years of job experience to become industry-ready professionals. He also mentioned that the inclusion of MMST 101, 110, and 111 in certificates has been standard since the program's inception.

Suggestions and Recommendations:
- There was further discussion about developing clearly defined tracks or emphases within MMST to support Web Design, Graphic Design, and Game Design. It was noted that the Graphic Design program has two entry points—one that starts directly with GDES courses, and one that begins with MMST as an emphasis.

- Maria suggested that the department could request a full program revitalization, using a high-level "3,000-foot view" to evaluate department integration, certificate structure, discipline name, and strategies to increase enrollment.

- Gina proposed removing item #5 from the Consent Agenda, which is changing the MMST Certificate title from Entertainment to Game Design since there is a greater opportunity to create a more focused and streamlined Game Design certificate that is truly student-centered.

- The committee recommended formally involving the CE Dean in ongoing discussions related to the discipline change.

Action: Jeff Yates moved to approve items #1-4 on the consent agenda. Kathleen Smyth seconded the motion. All approved.

Meeting was adjourned at 3:32 pm.