



**Santa Monica College**  
**Curriculum Committee Meeting Agenda**

Wednesday, April 7, 2010  
 3:00 p.m.

Loft Conference Room (DH-300E)  
 Third Floor, Drescher Hall

Members: Guido Davis Del Piccolo, Chair Nancy Hanson Christina Preciado  
 Georgia Lorenz, Vice Chair Maral Hyeler Judith Remmes  
 Brenda Antrim Randal Lawson Saul Rubin  
 Brenda Benson Helen LeDonne Jeff Shimizu  
 Yanqing Chen Judy Marasco Edie Spain  
 George Davison Walter Meyer Mary Lynne Stephanou  
 Diane Gross Eric Minzenberg Gary Taka  
 Estela Narrie Diana Wattapongsakorn

Interested Parties: Jonathan Cohanne Kiersten Elliott Katharine Muller  
 Mary Colavito Mona Martin Wendy Parise  
 Ellen Cutler Mitra Moassessi Eleanor Singleton  
 Julie Yarrish

ExOfficio Members: Eric Oifer Cameron Henton

**Agenda:** Approval of Minutes  
 Chairs Report  
 Information Items:  
 Consent Agenda:  
 New Courses—  
 Credit:  
 Old Business:  
 New Business  
 Adjournment

1. Accounting 10A: Intermediate Accounting (Distance Education Course Revision)
2. Accounting 10B: Intermediate Accounting (Distance Education Course Revision)
3. Accounting 10C: Intermediate Accounting (Distance Education Course Revision)
4. IGETC and CSU GE Decisions
1. ET 24B: Beginning Character Animation (removal of ET 19B as a prerequisite)
1. ET 24C: Advanced 3D Character Animation
1. Global Citizenship A.A. Degree Requirement

Please advise Guido Davis Del Piccolo (x3561), Georgia Lorenz (x4277), or Sheryl Bowman (x4454) if you are unable to attend this meeting.

**SANTA MONICA COLLEGE**  
**CURRICULUM COMMITTEE MEETING**  
**MINUTES OF MARCH 17, 2010**

The Santa Monica College Curriculum Committee was called to order by Guido Davis Del Piccolo at 3:12 p.m.

<b>Members Present:</b>	Guido Davis Del Piccolo, Chair	Nancy Hanson	Christina Preciado
	Georgia Lorenz, Vice Chair	Maral Hyeler	Judith Remmes
	Brenda Antrim	Helen LeDonne	Saul Rubin
	Brenda Benson	Judy Marasco	Edie Spain
	Diane Gross	Estela Narrie	Mary Lynne Stephanou Gary Taka
<b>Members Absent:</b>	Yanqing Chen	Walter Meyer	Jeff Shimizu
	Randal Lawson	Eric Minzenberg	Diana Wattapongsakorn
<b>Others Present:</b>	Michael Cameneti	Linda Gold	Eric Oifer
	Judith Douglas	Laura Manson	Denise Travis

**Approval of Minutes:** The minutes of March 3, 2010 were unanimously approved.

- Chairs Report:**
- Guido announced that the Academic Senate on March 9, 2010 approved the following: New/Revised Courses—Credit: Cosmetology 50B, Cosmetology 50C, ECE 20; Distance Education: ECE 20; Department Certificates: Business Merchandising Department Certificate, Business Entrepreneurship Department Certificate, Business International Department Certificate, Business Management Department Certificate; Business Logistics Department Certificate, Business Marketing Department Certificate, Early Childhood Education Core Department Certificate and Website Creator Department Certificate (revised); Certificates of Achievement: Fashion Design: Certificate of Achievement, Website Software Specialist Certificate of Achievement (revised); A.A. Degrees: Fashion Merchandising: Associate in Arts Degree, Website Software Specialist: Associate in Arts Degree (revised); Prerequisite Addition/Change: Addition of English 1 as a prerequisite for Anatomy 1.
  - Guido announced that the application of International Baccalaureate Exam to SMC's AA GE Pattern was tabled until the next Academic Senate meeting for further clarification.
  - Guido welcomed George Davison as a Member-At-Large replacing Eleni Hioureas who has a schedule conflict for the spring.

- Information Items:**
1. Cosmetology 50B: State Board Practical (name change to "Practical Preparation for State Board Exam")
  2. Cosmetology 50C: State Board Written (name change to "Written Preparation for State Board Exam")

**New Courses—  
Credit:**

- 1. Dance 29: Middle Eastern/North African Dance**—presented by Judith Douglas and Linda Gold. This course introduces students to the movement, music, and costumes of Middle Eastern/North African Dance. In this course students will examine historic culture and modern developments in this dance genre. Students will study the origins of Middle Eastern/North African dance techniques, rhythms, and terminology.

Brenda Antrim moved to approve Dance 29 with the following changes.

- On the Course Approval and Data Sheet:
  - #7 Should this course be in the A.A. General Education Pattern – mark “No.” On A.A. majors in which this course fulfills an option – add “Dance A.A.”
  - Guido asked for clarification of the Approvals on the Signature Page: Department vote should read: 3 “Yes,” 0 “No,” and 0 “Not Voting.”
- On the Course Outline:
  - Required Texts and References—The department will add a new text.
- On the Student Learning Outcomes:
  - The “Intuitional Outcome(s) order will be corrected.

The motion passed unanimously.

- 2. INTARC 65: Digital Rendering for Interiors**—presented by Denise Travis. This course covers the rendering of finished perspective drawings using digital media software such as Photoshop. Emphasis is placed on interior materials such as wood, tile, marble, glass, metals and mirrored surfaces, fabrics, floor and wall coverings, window treatments, plants and entourage. Use of light, shade and shadow is employed to show three-dimensional form. Use of color and texture is emphasized to produce realistic effects in complete room settings.

Christina Preciado moved to approve INTARC 65 with the following changes.

- On the Course Outline:
  - Change the date submitted to March 2010.
  - Required Texts and References—change to “Recommended Text and References.” Add: “Online video tutorials (i.e. Virtual Training.com; Linda.com) or course packet as developed by instructor.”
  - Methods of Evaluation—“8 Weekly Projects = 60%.”

The motion passed unanimously.

**Certificates:**

- 1. ECE Certificate of Achievement**—presented by Laura Manson.

Helen LeDonne moved to approve the ECE Certificate of Achievement. The motion passed unanimously.

- 2. ECE Master Teacher Certificate of Achievement**—presented by Laura Manson.

Judith Remmes moved to approve the ECE Master Teacher Certificate of Achievement. The motion passed unanimously.

**AA Degree:**

1. **ECE Master Teacher A.A. Degree**—presented by Laura Manson.

Judith Remmes moved to approve the ECE Master Teacher A.A. Degree. The motion passed unanimously.

**New Business:**

1. **Global Citizenship A.A. Degree Requirement—Review**—There was discussion regarding the need to specify what we are looking for in approving courses which satisfy the GC AA degree requirement. Two main issues were (1) some uniform standards for courses being considered and (2) what type of courses would meet this requirement so that we are consistent as a Committee. As was evident from the vote regarding Anthropology 2 and Anthropology 14, the Committee was somewhat hesitant/unsure as to granting approval. Given that the "Global Studies" category is relatively new to the college, it seems more ambiguous to define. The question was raised if we are looking more for breadth or more for depth. Additional questions were raised regarding whether or not "introductory courses" are what we really desire from this AA requirement. Some concerns were raised regarding the acceptance of articulated courses from other institutions as satisfying SMC's requirement. Guido asked members who might be interested to put some of their ideas on paper and submit them for a future Curriculum Committee meeting. Estela Narrie, who is also chairing the Global Council subcommittee on curriculum, said that she would help in this regard as well.

2. **Revised Course Submission Form**—presented by Guido Davis Del Piccolo. Guido presented a slide presentation displaying the Revised Curriculum Submission Form. Only one document will be submitted which contains all forms. Only the forms required will need to be completed. This form will be posted on the Curriculum Website.

Guido and Georgia Lorenz attended a demonstration of "Curricunet" which is an online process submission form which can be customized to the needs of SMC. It is hopeful that funding will become available to purchase this in the future.

**Adjournment:**

The meeting was adjourned at 5:00 p.m.

**Next Meeting:**

The next meeting of the Curriculum Committee will be Wednesday, April 7, 2010 at 3:00 p.m. in DH-300E, The Loft.

Respectfully submitted,  
Georgia Lorenz  
sb



10. Should this course be recommended for inclusion in the IGETC pattern?

Yes

No

X

If yes, please indicate what part of the pattern:

- \_\_\_\_\_ English Communication
- \_\_\_\_\_ Mathematical Concepts and Quantitative Reasoning
- \_\_\_\_\_ Arts and Humanities
- \_\_\_\_\_ Social and Behavioral Sciences
- \_\_\_\_\_ Biological/Physical Science
- \_\_\_\_\_ Foreign Language

11. Should this course be repeatable?

Yes

No

X

N/A

Number of times:

12. Course load factor suggested by department: .875

Rationale:

Consistent with other ET computer-based courses.

13. Appropriate discipline(s) for faculty teaching the course: **Graphic Arts, Multimedia**

(Refer to: *Minimum Qualifications for Faculty and Administrators in California Community Colleges* adopted by The Board of Governors)

14. Are the required documents submitted?

- |   |     |          |    |       |     |          |
|---|-----|----------|----|-------|-----|----------|
| • Course Outline of Record                                | Yes | <u>x</u> | No | _____ | N/A | _____    |
| • Prerequisite, Corequisite and Advisory Checklist        | Yes | <u>x</u> | No | _____ | N/A | _____    |
| • Prerequisite Worksheet (Exit/Entrance Skills)           | Yes | <u>x</u> | No | _____ | N/A | _____    |
| • Global Citizenship Requirement Application for Approval | Yes | _____    | No | _____ | N/A | <u>x</u> |
| • Distance Education Checklist                            | Yes | _____    | No | _____ | N/A | <u>x</u> |
| • Distance Education Form                                 | Yes | _____    | No | _____ | N/A | <u>x</u> |
|   |     | _____    |    | _____ |     | _____    |

# SIGNATURE PAGE

1. Course Number & Title ET 24C, Advanced 3D Character Animation

2. Approvals

Department Vote: Yes 6 No 0 Not Voting 0

Date: 2/25/2010

Department Chair: Zeng Padud

Date: 2/25/10

Librarian: [Signature]

Date: 3/24/10

List of suggested materials has been given to librarian  
Library has adequate materials to support course

Yes  No \_\_\_\_\_  
Yes  No \_\_\_\_\_

3. Signatures of Approval

Articulation Officer: \_\_\_\_\_

Date: \_\_\_\_\_

Instructional Dean: \_\_\_\_\_

Date: \_\_\_\_\_

Curriculum Committee: \_\_\_\_\_

Date: \_\_\_\_\_

Academic Senate: \_\_\_\_\_

Date: \_\_\_\_\_

Board of Trustees: \_\_\_\_\_

Date: \_\_\_\_\_

## Associate Degree Course Criteria and Standards, as per Title V, Section 55002

Department: Design Technology Course Number: ET 24C

Full Course Title: Advanced 3D Character Animation (up to 35 characters, including spaces)

### Section I – Course Criteria

Items 1 through 14 below. If any criterion is not met, course credit is non-applicable toward the associate degree.

	Criterion	Criterion	Criterion
	Met	Not Met	Null
<input checked="" type="checkbox"/> <input type="checkbox"/> <b>Copy and paste where appropriate</b>			
1.This course is a collegiate course meeting the needs of students eligible for admission. It will be offered as described in the course outline of record (attached).	<b>X</b>	<input type="checkbox"/>	
2.This course is to be taught by an instructor with a masters or higher degree, or the equivalent, in an approved discipline.	<input type="checkbox"/>	<input type="checkbox"/>	<b>X</b>
3.The course outline of record specifies the unit value, scope, student objectives and content in terms of a specific body of knowledge.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
4.The course outline of record specifies requested reading and writing assignments, and other assignments to be done outside of class (homework).	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
5.The course outline of record specifies instructional methodology and methods of evaluation for determining whether the stated student objectives have been met.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
6.This course will be taught in accordance with a set of instructional objectives common to all students enrolled in the course (all sections).	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
7.This course will provide for the measurement of student performance in terms of the stated course objectives. A formal grade based upon uniform standards of student evaluation will be issued for the permanent record of each student.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
8.This formal grade will be based on student ability to demonstrate proficiency in the subject matter by means of either (1) written essays, (2) problem solving exercises, or (3) student skill demonstrations.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
9.The number of units of credit assigned to the course is based upon the number of lecture, laboratory, and/or activity hours as specified in the course outline.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
10. A minimum of three hours of work per week (including class time) is required for each unit of credit, prorated for short term, lab and activity courses.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
11.Subject matter is treated with a scope and intensity which requires students to study independently outside of class time.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
12.Learning skills and a vocabulary deemed appropriate for a college course are required. Educational materials used are judged to be college level.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
13.Repeated enrollments are not allowed, except as permitted by provisions of Division 2, Title V, Sections 55761-55763 and 58161.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>
14.Student ability to (1) think critically and (2) understand and apply concepts at a college level is required in order to participate in the course.	<b>X</b>	<input type="checkbox"/>	<input type="checkbox"/>

### Section II – Recommendations for Prerequisites

15.Are entrance skills and consequent prerequisites for the course required? If yes, state the recommended prerequisites.

ET 24B, Beginning 3D Character Animation

16. Is eligibility for enrollment in a certain level of English and/or mathematics necessary for success in this course? If yes, state the English and/or math level necessary for success.

English level recommended: \_\_\_\_\_

Math level recommended: \_\_\_\_\_



**Prerequisite, Corequisite, and Advisory Check List  
as per Matriculation Regulations**

Department: Entertainment Technology

Course Number: ET 24C

Full Course Title: Advanced 3D Character Animation

*Up to 35 characters including spaces*

Prerequisite Course Number and Title: ET 24B, Beginning 3D Character Animation

Course Numbers of other prerequisites, corequisites, and advisories also required for this course

Please note that a separate sheet is required for each prerequisite, corequisite, or advisory

Number:                      Name:

**SECTION 1 - CONTENT REVIEW**

Check items 1-9 below. If any criterion is not met, the prerequisite will be disallowed.

Criterion

Copy and paste where appropriate)

- |  | Met                                     | Not Met |
|--|---|---------|
| 1. Faculty with appropriate expertise have been involved in the determination of the prerequisite, corequisite or advisory.  | [ <input checked="" type="checkbox"/> ] | [   ]   |
| 2. The department in which the course is (will be) taught has considered course objectives in accordance with accreditation standards.   | [ <input checked="" type="checkbox"/> ] | [   ]   |
| 3. Selection of this prerequisite, corequisite or advisory is based on tests, the type and number of examinations, and grading criteria.   | [ <input checked="" type="checkbox"/> ] | [   ]   |
| 4. Selection of this prerequisite, corequisite or advisory is based on a detailed course syllabus and outline of record, related instructional materials and course format.                        | [ <input checked="" type="checkbox"/> ] | [   ]   |
| 5. The body of knowledge and/or skills which are necessary for success before and/or concurrent with enrollment have been specified in writing.  | [ <input checked="" type="checkbox"/> ] | [   ]   |
| 6. The course materials presented in this prerequisite or corequisite have been reviewed and determined to teach knowledge or skills needed for success in the course requiring this prerequisite. | [ <input checked="" type="checkbox"/> ] | [   ]   |
| 7. The body of knowledge and/or skills necessary for success in the course have been matched with the knowledge and skills developed by the prerequisite, corequisite or advisory.                 | [ <input checked="" type="checkbox"/> ] | [   ]   |
| 8. The body of knowledge and/or skills taught in the prerequisite are not an instructional unit of the course requiring the prerequisite.  | [ <input checked="" type="checkbox"/> ] | [   ]   |
| 9. Written documentation that steps 1 to 8 above have been taken is readily available in departmental files.   | [ <input checked="" type="checkbox"/> ] | [   ]   |

**SECTION II - ADDITIONAL LEVEL OF SCRUTINY**

In addition to the affirmation of content review listed in section I, an additional level of scrutiny is also required. The level of scrutiny depends on which type of prerequisite is involved. There are six types and each is listed below. Please identify which one is being used to justify the proposed prerequisite. The additional level of scrutiny corresponding to each type of prerequisite is identified on the back side of this sheet.

Type 1: Standard Prerequisite.

**Type 2: Sequential within and across disciplines**

Type 3: Courses in communication or computational skills as prerequisites for courses other than another skills course.

Type 4: Program prerequisites.

Type 5: Health and Safety.

Type 6: Recency and other measures of readiness (miscellaneous).

### ENTRANCE SKILLS FOR ET 24C

- A. Analyze movement and body mechanics.
- B. Understand the natural laws of physics as they apply to character animation.
- C. Apply the principles of animation to a biped and quadruped characters.

### EXIT SKILLS FOR ET 24B

- 1. Analyze movement and body mechanics.
- 2. Understand the natural laws of physics as they apply to character animation.
- 3. Apply the principles of animation to a biped and quadruped characters.

### ENTRANCE SKILLS FOR ET 24C

	A	B	C	D	E	F	G	H	I	J	K
1	X										
2		X									
3			X								
4											
5											
6											
7											
8											
9											
10											
11											

# Santa Monica College

## Course Outline For ET 24C

Course Title: Advanced 3D Character Animation

Units: 3

IGETC Area: Not Applicable

Date Submitted: February 24, 2010

CSU GE Area: Not Applicable

Updated:

Transfer: CSU

### I. Catalog Description:

Prerequisite: ET 24B

This course focuses on advanced principles of 3D character animation. Students will learn to create effective performance animation using the fundamentals of acting, staging and exaggeration. Advanced topics such as facial animation, lip-synch and motion capture will also be covered.

This course uses Autodesk Maya.

### II. Required Text and References:

John Kundert-Gibbs, Action: Acting Lessons for CG Animators, Sybex, 2009

### III. Course Objectives:

Upon completion of the course students will be able to:

- A. Animate digital characters that exhibit realistic emotions.
- B. Apply the basic principles of acting to character animations.
- C. Create effective facial and lip-synch animation based on recorded dialogue.
- D. Demonstrate an understanding of the motion capture process.

### IV. Methods of Presentation:

Lecture, discussion, demonstration and hands-on projects.

### V. Course Content:

<u>Percentage of Term</u>	<u>Topic</u>
10%	Review of 3D animation fundamentals
10%	Staging and silhouettes
10%	Analyzing emotion
20%	Principles of acting
10%	Facial animation
20%	Dialogue and lip-synch
10%	Working with motion capture files
10%	Developing effective criticism skills

**VI. Methods of Evaluation: (Actual percentages will vary from instructor to instructor but approximate values are shown.)**

<u>Percentage</u>	<u>Evaluation Method</u>
15%	Participation
40%	10–12 Assignments
15%	Midterm Project
30%	Final Project

**VII. Sample Assignments:**

1. Using only the major body controls of your character rig, create a single pose that communicates each of the following emotions: anger, sadness, excitement.
2. Use the facial controls of your character rig to create an effective lip-synch animation based on the dialogue file provided.

# Santa Monica College

## Student Learning Outcomes

**Date:** 2/24/2010

**Course Name and Number:** ET 24C: Advanced 3D Character Animation

**Student Learning Outcome(s):**

1. Create effective and believable performance-based animations using 3D characters.

As assessed by: assignments and in-class projects

2. Demonstrate an understanding of the skills and production methods required for employment as an entry-level character animator.

As assessed by: midterm and final projects

**Demonstrate how this course supports/maps to at least one program and one institutional learning outcome.** Please include all that apply:

1. Program Outcome(s):

Create compelling and original content for a quality entertainment project using industry-specific technology tools.

Through this course, students will enhance their demonstration reels with effective and original character animations.

2. Institutional Outcome(s):

Through their experiences at SMC, students will obtain the knowledge and academic skills necessary to access, evaluate, and interpret ideas, images, and information critically in order to communicate effectively, reach conclusions, and solve problems.

This course will enable students to express complex thoughts and emotions through original performances using digital characters.