BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

Curriculum Proposal

NEW CURRICULUM

Attach a copy of the new curriculum to this sheet as well as any new course or course revisions required as part of this new curriculum.

1. Name of Department: Media Arts and Technology

2. Name of new curriculum: Animation and Motion Graphics (ANI)

3. Degree to be granted: Associate of Science

4. Estimated enrollment in curriculum (number of students estimated to begin this curriculum per academic year): 250

5. Will this curriculum require special materials, equipment or space?  
   X Yes   No   If yes, attach an explanation.

6. Are any old curricula being dropped?  X Yes   No. If yes, please list.  MMV

7. Date effective: Fall 2014

********************************************************************************

Signatures

1. 
   Department Chairperson or Program Director
   
   
   5/6/14

2. 
   Scheduling Officer (Advised as to Course Code)
   
   5/6/14

3. 
   Dean of Academic Affairs (Advised as to format)
   
   5/6/14

4. 
   Chairperson of Curriculum Committee
   
   Date
### Application for Registration of a New Program

This application is for New York degree-granting institutions seeking to register a new program that is below the doctoral level. Save this file, enter the requested information, and submit to the State Education Department.

- Proposals for new distance education, teacher certification, educational leadership certification, and professional licensure programs may require additional information, in addition to this core application.
- Certificate and advanced certificate proposals: use the certificate forms at www.highered.nysed.gov/ocue/. This expedited option is not available for teacher, educational leader, or professional certification/licensure programs.

<table>
<thead>
<tr>
<th>Item</th>
<th>Response (type in the requested information)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program type</td>
<td>General academic program</td>
</tr>
<tr>
<td>Check program type(s)</td>
<td>Program to prepare certified teachers or certified educational leaders</td>
</tr>
<tr>
<td></td>
<td>Program to prepare licensed professionals</td>
</tr>
<tr>
<td>Institution name and address</td>
<td>Borough Of Manhattan Community College</td>
</tr>
<tr>
<td></td>
<td>199 Chambers Street, S622, New York, NY 10007</td>
</tr>
<tr>
<td>Additional information:</td>
<td>Specify campus where program will be offered, if other than the main campus:</td>
</tr>
<tr>
<td></td>
<td>If any courses will be offered off campus, indicate the location and number of courses and credits:</td>
</tr>
<tr>
<td>Program title, award, credits, and proposed HEGIS code</td>
<td>Program title: Animation and Motion Graphics</td>
</tr>
<tr>
<td></td>
<td>Award (e.g., B.A., M.S.): A.S.</td>
</tr>
<tr>
<td></td>
<td>Credits: 60</td>
</tr>
<tr>
<td></td>
<td>Proposed HEGIS code: 5012.00</td>
</tr>
<tr>
<td>Program format</td>
<td>Check all program scheduling and format features that apply:</td>
</tr>
<tr>
<td></td>
<td>(See definitions)</td>
</tr>
<tr>
<td></td>
<td>i) Format:</td>
</tr>
<tr>
<td></td>
<td>ii) Mode:</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>iii) Other:</td>
</tr>
<tr>
<td>Diploma Programs</td>
<td>If the program is credit bearing and will lead to a Diploma or Advanced Diploma, indicate the registered degree program(s) to which the credits will apply: N/O</td>
</tr>
<tr>
<td>Contact person for this proposal</td>
<td>Name and title: Professor Cynthia Karasek, Departmental Chair</td>
</tr>
<tr>
<td></td>
<td>Telephone: 212-346-8525 Fax: 212-346-8526 E-mail: <a href="mailto:ckarasek@bmcc.cuny.edu">ckarasek@bmcc.cuny.edu</a></td>
</tr>
<tr>
<td>CEO (or designee) approval</td>
<td>Name and title: Provost: Robert Messina, Academic Affairs</td>
</tr>
<tr>
<td></td>
<td>Signature and date:</td>
</tr>
<tr>
<td>Signature affirms the institution’s commitment to support the proposed program.</td>
<td>If the program will be registered jointly with another institution, provide the following information:</td>
</tr>
<tr>
<td></td>
<td>Partner institution’s name:</td>
</tr>
<tr>
<td></td>
<td>Name and title of partner institution’s CEO:</td>
</tr>
<tr>
<td></td>
<td>Signature of partner institution’s CEO:</td>
</tr>
</tbody>
</table>
BOROUGH OF MANHATTAN COMMUNITY COLLEGE

OF

THE CITY UNIVERSITY OF NEW YORK

PROPOSAL TO ESTABLISH A PROGRAM IN

ANIMATION AND MOTION GRAPHICS

LEADING TO THE

ASSOCIATE OF SCIENCE DEGREE

EFFECTIVE FALL 2014

SPONSORED BY THE DEPARTMENT OF MEDIA ARTS AND TECHNOLOGY

APPROVED BY

CURRICULUM COMMITTEE

May 14, 2014

College Representative: Provost Robert Messina, BMCC
Contact: Professor Cynthia Karasek, Media Arts and Technology Dept.
Telephone: (212) (346-8525)
Fax: (212) (346-8526)
Email: ckarasek@bmcc.cuny.edu

Provost’s Signature: ____________________________

Provost’s Name: Dr. Robert Messina
TABLE OF CONTENTS

ABSTRACT

PURPOSE AND GOALS

NEED AND JUSTIFICATION

STUDENTS

A. Interest/Demand
B. Enrollment Projections (Sample Table included)
C. Admission Requirements

CURRICULUM

COST ASSESSMENT

A. Faculty
B. Facilities and Equipment

APPENDICES:

APPENDIX A COURSE DESCRIPTIONS FOR REQUIRED COURSES
APPENDIX B SYLLABI FOR NEW COURSES
APPENDIX C PROGRAM SCHEDULING (SED Form)
APPENDIX D FACULTY TEACHING ASSIGNMENTS (SED Form)
APPENDIX E FACULTY TO BE HIRED (SED Form)
APPENDIX F NEW RESOURCES TABLE (CUNY)
APPENDIX G PROJECTED REVENUE TABLE (CUNY)
APPENDIX H SUPPORTING MATERIALS FOR PROJECTED REVENUE TABLE (CUNY)
APPENDIX I FIVE YEAR FINANCIAL PROJECTION (CUNY TABLE)
APPENDIX J EVALUATION REPORT FORM (NON TEACHER EDUCATION GRADUATE PROGRAM) (CUNY FORM)
APPENDIX K ARTICULATION AGREEMENT(S) (CUNY)
APPENDIX L ANIMATION PROGRAM INTEREST SURVEY
APPENDIX M SAMPLE JOB LISTINGS
APPENDIX N FACULTY MEETING MINUTES
**Animation and Motion Graphics Program (ANI)**

**Abstract**

The Department of Media Arts and Technology at Borough of Manhattan Community College proposes an Associate of Science degree (A.S.) in Animation and Motion Graphics (ANI).

During the last three decades, we have been able to initiate, sustain, and grow programs in Video Arts and Technology (VAT), Multimedia Programming (MMP), and Multimedia Art and Design (MMA) and have developed the faculty, the facilities, and the resources to be a leader in media production education within CUNY and in the New York area. Currently, our students are graduated with both a theoretical background and experience in content creation and interactive design.

The proposed degree in Animation and Motion Graphics will enable students at CUNY’s largest two-year college to enter a growing profession or to transfer to bachelor-level programs in Animation at Lehman College, or to other related media programs at senior colleges within CUNY.

**Purpose and Goals**

The Animation and Motion Graphics program will educate students in the fundamentals of two- and three-dimensional (2D and 3D) animation\(^1\), motion graphics, and special effects. Once necessarily hand-made, expensive, and rare, animation has undergone a technical transformation and is now a ubiquitous part of special effects, advertising campaigns, video games, movies, and television. Generically called CGI (Computer Generated Imagery), it is responsible for creating effects, elements, characters, and scenes that are embedded in media that we watch every day.

The technical innovations that have enabled CGI to become common have also changed the nature of the work and the requisite skills used to create it. Though there is still a strong need for visual artists, contemporary animators may also be specialists in computer programming, virtual cinematography, or editing. There is now room for students with strong technical skills to make a significant contribution to the field of animation as riggers, motion capture specialists, and compositors. Hence, many animators are not working in discrete animation companies, but are embedded in related companies, such as game development, advertising design, Web design and post production for video and film.

---

\(^1\) Two-dimensional/2D animation is “flat” and created from a series of drawings; the results look like traditional Disney or The Simpsons-style productions; Three-dimensional/3D animation is imagery that is mathematically modeled to simulate three-dimensional space and entirely computer-generated; the results look like Toy Story or other PIXAR productions.
There are three large markets for multimedia artists and animators in the United States: California, Washington, and New York\(^2\). These clusters account for half of such jobs in the country. There is also a need within the industry to provide ladders of opportunity for non-traditional students as nearly 80% of workers in this field are Caucasian males\(^3\).

Following a firm foundation in arts and sciences, the Animation program introduces students to the basic concepts of scriptwriting, visual storytelling, character creation, rigging and motion paths, compositing techniques and professional workflow. The program will offer a unique opportunity for many New York City students to enter this growing field through an affordable high quality program leading to the degree of Associate of Science. The degree is sufficient to give graduates a foothold in the industry or to serve as the first two years of a Bachelor of Arts or Sciences degree in Animation.

In the New York City area, a B.A./S. in Animation can be earned at Lehman College (the City University of New York senior college with which we have reached an articulation agreement\(^4\)), Parsons Design (now a part of the New School for Social Research), SVA (School of Visual Arts), Mercy College, Pratt Institute, and RPI (Rensselaer Polytechnic Institute). The programs in private colleges can be very expensive; only BMCC and Lehman College enroll a majority of non-traditional students and support their academic and creative goals.

Because we recognize that a portion of our students will wish to enter the workforce after obtaining an A.S. degree, we have designed the program to emphasize technology and a thorough understanding of workflow in order to give them a STEM experience that can begin a course of life-long self-study.

Courses in the program will help students achieve the following learning outcomes:

- Gain understanding of visual story-telling tools such as storyboards, character sketches, virtual camera shot selection, and video-editing techniques; demonstrate basic skills in these areas
- Demonstrate effective drawing skills for project documents
- Gain understanding of audio recording and editing techniques; demonstrate basic skills in this area
- Gain understanding of formats and protocols for distribution on Web, broadcast television, and theatrical film.
- Develop technical skills in 2D and 3D digital tools through a series of assigned projects and exercises using advanced software for CGI
- Explore 3D animation areas of expertise including advanced modeling, skins and surfaces, rigging, lighting, and fluid dynamics


\(^4\) See Appendix K: Articulation Agreement.
- Demonstrate mastery over basic animation workflow including conforming, compositing, and rendering finished projects.
- Transform technical competence into creative expression and individuated project development
- Work effectively in a group to produce collaborative projects
- Understand copyright and Fair Use policies and limitations
- Make effective oral and written presentations of story ideas and project proposals
- Develop the ability to analyze group and individual projects, and to evaluate creation of deliverables against a project deadline.

BMCC is especially well equipped to add a full Animation and Motion Graphics curriculum to our existing department. We have been teaching motion graphics for television in the VAT Program since 1997. We have offered a 2D animation class for 10 years and a 3D animation class as an elective. A new 3D animation course rounds out the core curriculum sequence.

Since the program will be housed within the Media Arts and Technology department, students will benefit from its well established interdisciplinary approach. Our courses included scriptwriting and history of moving images, as well as elective courses in lighting design, graphics design, multimedia design and development, and cinematography. The Media Arts department has been actively integrating current innovations in convergent technologies into our curriculum and will continue to offer our majors an opportunity to learn perennial skills coupled with cutting-edge technology. The proposed curriculum aggregates courses from Video Arts, Multimedia Design and Programming, Media Studies, and Studio Art into a rich sequence that addresses the needs of the young animator.

We have a state-of-the-art online editing lab with 15 Avid stations equipped with After Effects and Maya software (used to create 3D animation) and 140Tb of dedicated storage. For recording A/V files, we have two multi-camera HD TV studios with green screen capabilities for special effects. For sound design, we have an audio recording studio with a Pro Tools editing area. For motion graphics and special effects, we have three computer graphics labs equipped with Flash and After Effects. We serve 900+ media majors at present and anticipate adding or expanding facilities as needed to accommodate up to 200 additional students in the ANI program.

BMCC is able to offer students a chance to attend college while they get remedial help in English or Math skills. For these students, this program will offer a unique opportunity to study Animation and Motion Graphics in the NYC area.

Need and Justification

Animation Careers in the New York Area.

The field of animation, motion graphics and video special effects is well established in the New York area. The state of New York has the second highest concentration of animators in the U.S.\(^5\), the world’s largest artist community, and one of the largest film and video industries in the nation.

New York is also home to a wide variety of animation studios, both big and small. In New York, animators work mainly in the motion picture and video industries and in advertising and public relations. The computer systems and design industry employs the third largest number of animators in the country, so animators in this field will also find a number of firms located throughout the state of New York. Animators living in New York will find most opportunities in New York City.  

At least 69 animation companies are located in the New York area, according to productionhub.com and the Mayor’s Office of Film & Television Web site, home.nyc.gov/film. Motion graphics designers are employed in every television network located in the city, working in news departments, developing title designs, promos, and graphics for television shows.

Moreover, since many animators work for businesses that are not listed specifically as animation companies, these statistics are probably grossly lower than the actual employment numbers in this field: New York houses the largest number of major advertising agencies in the country, an industry that frequently employs animators, as do the many Web design firms located here. Mayor Bloomberg’s widely publicized push to make New York City “Silicon Valley East” has also enabled a growing number of both established (Google, eBay) and start-up tech firms to open offices in New York City.

Jobs for recent graduates are available in small start-ups, established media networks (especially in the smaller or secondary markets) and full-scale animation companies. As the three October 2013 job listings below indicate, employers are seeking specific skill-sets as well as academic degrees as primary qualifications; these job listings also offer “salary commensurate with experience”:

**Lighting TA Temp (Blue Sky Studios) (Job Number: FFE0002091)**

**Description, Purpose of the job:**
Serves as a technical assistant to the production process working closely with one or more of the following departments: stereoscopic, animation, modeling, lighting, effects, and rendering.

**Essential Functions/Responsibilities:**
- Liaison between the Animation Department and the Lighting (TD) Department
- Responsible for grinding, rendering, and debugging every shot that comes out of animation
- Assist Lead TDs for whatever tasks they may need.
- Track sequences through final render pipeline.
- Assist the Paint Department in their needs.
- Assist the Fur/Materials/FX departments with turntables and other pre-grinds.

**Qualifications (Education and/or Experience Required):**
- Familiarity with one or more of the following programming/scripting concepts (C, C++, Python, Perl, MEL or similar).

According to the Bureau of Labor Statistics, in 2010 the number of jobs listed under Animation and Motion Graphics, was 66,500, with a median income of $58,510. per year.


7 See Appendix M: Sample Job Listings for a wider ranging sampling.

8 Retrieved from http://blueskystudios.com/working-here/jobs/
• Familiarity with LINUX operating system.
• Familiarity with a major animation package (Maya, SoftImage, PowerAnimator, etc.).
• Familiarity with a major compositing package (Shake, Nuke, etc).

Skills, Abilities, Special Licenses or Certificate
• Excellent verbal and written communication skills
• Problem solving and troubleshooting in a technical environment

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities associated with it. Blue Sky Studio management reserves the right to amend and change responsibilities to meet business and organizational needs.

Mandy.com Media Jobs Listing Service

After Effects/Final Cut Editor
Fully Paid Starts: ASAP

We are looking for a seasoned After Effects/Cinema 4D editor that is also proficient on Final Cut and rest of the Adobe Creative Suite. It is a fast paced digital sports media company. The job can quickly move from part time to full time depending on level of expertise. Please DO NOT apply unless you are proficient in After Effects. Looking to fill it immediately.

Fulltime Graphic Artist
WTEN & WXXA, the ABC and FOX affiliates in Albany, NY, have an immediate opening for a full-time Graphic Artist

The graphic artist works on all graphical software and devices at the stations to create market-leading animation for our news, sales, promotion and commercial production. This is not a daily news graphics job. Projects range from creation of original elements for major news stories to website advertising for our clients to logo animations for commercials and promos. Qualified candidates will have a degree in design, a minimum two year experience working at a television station, working knowledge of the Adobe Creative Suite and Cinema 4D. This is a second shift position requiring great flexibility to the needs of our news department.

Animation is also used in related media fields, such as print journalism. As we know, some of the world's largest and most established newspapers and magazines are located in New York City. With their loss of print readership in recent years, this industry has increasingly relied on visual media techniques and interactive features to attract readers and compete on the Web:

In journalistic storytelling, there is a new and powerful weapon on the scene — motion graphics. These graphics are strategically put together and extend beyond the most commonly used methods of storytelling by utilizing software and contemporary approaches to communicate in new ways…While utilizing motion graphics in journalism is still relatively new, its usage is beginning to be quickly embraced by newsroom leaders in the field. Moreover, as new technologies infiltrate the news industry, capitalizing on this tremendous opportunity is not only wise but also necessary. The development and evolution of motion graphics enables news organizations to communicate with some of the most cutting-edge and effective methods in digital media today.}

---


10 Rival to After Effects as a special effects/3D animation software package.

Projected Animation Employment Growth in New York

Jobs in animation are expected to grow over the next 10 years, mainly because of Mayor Bloomberg’s efforts to entice film and TV production, new media, and computer technology firms to do business in New York. In May 2012, the Mayor’s Office for Film & TV hired The Boston Consulting Group to conduct research on the media industries’ growth potential in the New York area.

According the study, the overall media sector continues to be an important source of jobs and revenue in New York City, employing over 275K people:

Overall NYC Media

The media sector continues to be a very important source of revenue and jobs for NYC

- Employs ~275K people and generates more than $80 billion in revenues
- Media sector jobs average $111K in annual salary, exceeding NYC average by 42%

Significant growth has been achieved in NYC media sector since 2002, despite nationwide decline

- Since 2002, NYC has created ~40K media sector jobs, while US has shed ~40K jobs

NYC cross-disciplinary talent pool and digital community continue to attract new digital companies to the city

- Digital sector now employs ~25K people and accounts for over $8 billion in revenues
- Tech giants have opened engineering offices in NYC (Google in 2007, Twitter and EBay in 2011 and Facebook 2012) \(^\text{12}\)

The study also found that, despite this growth, New York lacked the personnel who had the technical skills to support these media industries, including animation and post production:

Key subsector trends highlighted by media leader interviewees.  Post production and animation:

- Increase in post-production intense and animated films
- NYC is lagging behind in post-production There is not enough qualified labor\(^\text{13}\)

The Boston Consulting Group made several recommendations to address this problem. These included increased funding and support to schools that offered courses in media technologies. CUNY was cited in the report as follows:

“NYC media leaders also highlighted need to expand scope of talent efforts and praised the Engineering campus effort High Schools and Vocational schools…” and to “Work with Columbia, NYU, CUNY to strengthen new media curriculums programs”\(^\text{14}\)


\(^{13}\) Ibid., p. 37

\(^{14}\) Ibid., p. 35
**Representation of non-traditional workforce in animation**

Despite the increase in employment opportunities in animation, the number of women and minorities working in this field remains extremely low. Obtaining statistics proved difficult, since animators work behind the scenes often within companies that are not listed specifically under the “animation” or “minority” category. However, one article profiling diverse ownership of post-production and animation companies states:

> Whether certified or not, the ranks of minority and woman-owned companies that serve the ad agency community are starting to swell. It's not that there's a sudden rush for companies to be bought or acquired by women; it's just that the benefits of being acknowledged as such have changed over the past year or so, now that more clients are directing their agencies to make efforts to diversify the roster of suppliers and vendors with which they do business.15

An article in The Black Collegiate paints a more sobering picture of the lack of diversity in the field:

> Minority representation in the field of computer graphics and animation is severely low. At the 1996 Siggraph Convention, an annual event held by and for the Computer Graphics and Animation industry, African-American professionals and students were noticeably underrepresented. Hispanic representation was also lacking, while the presence of Asians and Asian-Americans was substantial. One cause of this could be the tremendous cost of computer animation software and hardware.16

Although this underrepresentation was observed in a 1996 animation convention, this reality still seems to exist in the animation field today. It should be noted that the first black director to direct a major studio animated feature film, occurred in 2012, when DreamWorks Animation released Peter Ramsey's *Rise of the Guardians*.

**Student Interest and Enrollment**

In order to determine the level of BMCC student interest in the Animation and Motion Graphics Program, the Media Arts and Technology Department conducted a survey sampling the attitude of students presently enrolled in Media Arts and Technology courses.

The survey includes 114 students in 100 and 200 level media classes. In the 100 level classes 61% have taken 15 credits or fewer, while in the 200 level classes 91% have more than 16 credits. The Office of Institutional Research developed the tools and reported the results:

> Responding to a question about “interest in the program,” over 90% expressed “interest”; 61% were “extremely interested.” In addition, 96% of those responding said that they are planning to continue their studies at a 4-year college; of these, 68% “definitely” are planning to do so and another 28%


“maybe” plan to continue. However, this may not be at CUNY. Among the students surveyed, 38% “definitely” plan to remain in CUNY, and 46% “maybe” plan to stay in CUNY. Of those “definitely” planning to continue their studies, 41% plan to continue them at CUNY. Of all the students, 28% plan to continue their studies and remain in CUNY.

Many of the students say they plan to earn a 4-year degree within Media Arts. One would argue this because 82% of the students mark this choice as their answer. However, several of the students did mark more than one choice.  

An Animation and Motion Graphics program will not only attract students who have artistic interest in the subject but also those who are more interested in interactive programming, emerging technology, and game design.

Given the pool of qualified potential students who have recently been graduated from area high schools or obtained GED certification and similarly qualified mature students returning to higher education, coupled with the limited availability of Animation and Motion Graphics programs at regional public universities, the proposed degree program will attract a strong inaugural class.

We have weighted the program design heavily towards technology and professional workflow required to enter the industry and we wish to recruit and train students who have the desire and discipline to succeed in a STEM program. Given this research and the history of our

---

See Appendix L for full survey
current programs, we expect that the Animation program will grow steadily and find a stable enrollment level in approximately 3-5 years.

In the beginning years, students majoring in Animation and Motion Graphics will almost certainly be migrants from existing majors, primarily those in the Media Arts and Speech, Communication and Theater Arts Departments. Given the expressed demand, however, it is equally certain that by Year Five virtually all majors will have entered with the intention of obtaining an A.S. in the Animation and Motion Graphics program.

STUDENT ENROLLMENT TABLE

<table>
<thead>
<tr>
<th></th>
<th>YEAR I</th>
<th>YEAR II</th>
<th>YEAR III</th>
<th>YEAR IV</th>
<th>YEAR V</th>
</tr>
</thead>
<tbody>
<tr>
<td>F-T</td>
<td>25</td>
<td>10</td>
<td>25</td>
<td>20</td>
<td>50</td>
</tr>
<tr>
<td>P-T</td>
<td>10</td>
<td>5</td>
<td>10</td>
<td>5</td>
<td>20</td>
</tr>
<tr>
<td>Sub-totals</td>
<td>35</td>
<td>15</td>
<td>35</td>
<td>25</td>
<td>70</td>
</tr>
<tr>
<td>Totals</td>
<td>50</td>
<td>60</td>
<td>100</td>
<td>165</td>
<td>220</td>
</tr>
</tbody>
</table>

[continued]
Curriculum

Students who major in Animation and Motion Graphics will complete 30 credits of General Education courses in English, Creative Studies, Mathematics, Social Science, and Science as prescribed by City University of New York policy; they will also complete 30 credits of specialized learning that will prepare them for either professional work or further studies at a senior college.

Curriculum

Animation and Motion Graphics (ANI) Requirements
Associate of Science Degree

General Education Requirements

<table>
<thead>
<tr>
<th>Common Core</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition</td>
<td>6</td>
</tr>
<tr>
<td>Mathematical and Quantitative Reasoning*</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences*</td>
<td>3</td>
</tr>
</tbody>
</table>

| Flexible Core                                    |       |
| World Cultures & Global Issues¹                 | 3     |
| US Experience and its Diversity                 | 3     |
| Creative Expression²                             | 6     |
| Individual and Society³                         | 3     |
| Scientific World⁴                               | 3     |

Total General Education Requirements 30

Major (ANI) Curriculum Requirements

| MMA 100 Foundation Digital Graphic Design        | 3     |
| ART 166 Drawing I                                | 3     |
| ART 168 Life Drawing                             | 3     |

OR

| ART 176 Introduction to Visual Storytelling      | 3     |

| MMP 250 Digital Film Fundamentals                | 3     |
| MMP 260 Introduction to 2D Animation             | 3     |
| XXX xxx Animation Program Elective⁵              | 4     |
| ANI 401 Introduction to 3D Animation             | 3     |
| ANI 402 3D Animation Projects                    | 3     |
| CED 345 Multimedia Internship                    | 2     |
| ART 103 Intro to the History of Western Art      | 3     |

Total Major (ANI) Curriculum Requirements 30

TOTAL Program Requirements 60

Notes for ANI Program Requirements

¹It is strongly recommended that students take MES 140 Intro to the Moving Image for the World Cultures & Global Issues requirement

²It is strongly recommended that students take SPE 100 Fundamentals of Speech and MES 153 Scriptwriting for the Creative Expression requirement
3 It is strongly recommended that students take MES 152 Intro to Contemporary Media for the Individual and Society requirement

4 It is strongly recommended that students take STEM Variant MMP 100 Intro to Multimedia for the Scientific World requirement

5 Choose from MMA 215, MMA 225, MMA 235, MMP 210, VAT 301, VAT 165, ART 113, ART 110, ART 171, ART 181, SPE 240. Stem variant credits in Math or Physics may be applied here.

* It is strongly recommended that students take the stem variant of PHY 110 and a stem variant of MAT 1xx
Undergraduate Program Schedule

A student intending to be graduated with an A.S. degree in Animation and Motion Graphics may do so in four semesters by registering for 60 credits in the following suggested order:

Indicate academic calendar type: _x_Semester _x_Quarter _x_Trimester _x_Other (describe)

Label each term in sequence, consistent with the institution’s academic calendar (e.g., Fall 1, Spring 1, Fall 2)

Use the table to show how a typical student may progress through the program; copy/expand the table as needed.

<table>
<thead>
<tr>
<th>Term: Fall I</th>
<th>Check course classification(s)</th>
<th>Term: Fall II</th>
<th>Check course classification(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Number &amp; Title</strong></td>
<td><strong>Cr</strong></td>
<td><strong>LAS</strong></td>
<td><strong>Maj</strong></td>
</tr>
<tr>
<td>ENG 101 ENGLISH COMPOSITION I</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>SPE 100 FUNDAMENTALS OF SPEECH or SPE 102 FUNDAMENTALS OF SPEECH FOR NON-NATIVE SPEAKERS</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MMA 100 FOUNDATIONS OF DIGITAL GRAPHIC DESIGN</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MMP 100 INTRODUCTION TO MULTIMEDIA</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>ART 166 DRAWING I</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td><strong>Term credit total:</strong></td>
<td><strong>15</strong></td>
<td><strong>9</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Term: Spring I</th>
<th>Check course classification(s)</th>
<th>Term: Spring II</th>
<th>Check course classification(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Number &amp; Title</strong></td>
<td><strong>Cr</strong></td>
<td><strong>LAS</strong></td>
<td><strong>Maj</strong></td>
</tr>
<tr>
<td>ENG 201 ENGLISH COMPOSITION II</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MES 153 SCRIPTWRITING</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MAT XXX COLLEGE MATH</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MMP 260 INTRODUCTION TO 2D ANIMATION</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MES 140 INTRODUCTION OF THE MOVING IMAGE</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td><strong>Term credit total:</strong></td>
<td><strong>15</strong></td>
<td><strong>12</strong></td>
<td><strong>3</strong></td>
</tr>
</tbody>
</table>
Faculty

We will begin the program relying upon the collected expertise of our existing full-time and part-time faculty to teach the necessary courses. We will bring in appropriate part-time faculty as needed. New York City provides a number of talented and qualified part-time faculty in areas of traditional and new media. As the program grows we will want one additional full-time faculty member with expertise in animation.

Full-time faculty:

Professor Jody Culkin began to study animation in her undergraduate work at Harvard University. After graduating magna cum laude, she was appointed teaching assistant in animation at the Carpenter Center for the Visual Arts at Harvard. Her interest in narrative and non-narrative graphic novels and novellas has extended throughout decades of work as a fine artist, animator, Web designer, and developer. Her interest in digital technology prompted her to complete an MPS degree at NYU’s Interactive Telecommunications Program. Her recent work has been distributed through the Web, published in Maker circles around the world, and translated into many languages. A recent comic about utilizing the Arduino chip has received more than 2 million views. Professor Culkin teaches 2D animation and other new media courses in programming and design.

Professor Cynthia Karasek was graduated from Cornell University and moved to New York City to participate in the Whitney Independent Study Program. She has exhibited her art throughout the United States and in Canada and Europe. In 1983, she began to design on an Apple IIe computer and quickly moved into digital art and design. She designed graphics for multimedia and video for two decades and was an early practitioner of digital video technology. Along the way, she earned a Masters Degree in Fine Arts from Hunter College, and was the co-founder of PS122, an alternative arts program in the East Village that has been serving the community since 1977. Currently, Professor Karasek is the Chairperson of the Media Arts and technology Department at the Borough of Manhattan Community College and teaches 2D and 3D animation and motion graphics.

Professor Phil Weisman, an independent filmmaker, professional film editor, and teacher, was graduated with a BA from Binghamton University and earned an MFA from the School of the Art Institute of Chicago. His many accomplishments include the founding of Collective for Living Cinema, a film-arts organization that was funded by the New York State Council on the Arts and the National Endowment for the Arts. He has taught at various universities including the University of Rhode Island and Vassar College, and served on the Executive of the Board of Trustees for the Black Maria Film and Video Festival for eleven years. He has also worked as a consultant on digital issues and practices for corporate videos as well as for feature films he has also produced and directed a series of short films and videos that have been exhibited internationally. During the seven years prior to his full-time teaching appointment to BMCC, he worked as a post-production professional on numerous films including Edward Burn’s She’s the One, Jim Sheridan’s The Boxer, and Robert Duvall’s Assassination Tango. Prof. Weisman teaches Television Production and advanced editing courses.

Assistant Professor Carol Mayes holds a Master of Fine Arts in Directing from The American Film Institute and a Bachelor of Arts in Music from Princeton University. Mayes started her career working on “Sesame Street,” where she produced short 2D
animations and films, as well as the show’s studio segments. During that time, she worked with PIXAR animators, producing the show’s first 3D animation segments, *Luxo & Luxo Jr.*, and with Matt Groening on *The Simpsons* segments for *Sesame Street*. Mayes wrote and produced the 3D animation interstitials *The Story of Oshun & Ogun* for the Corporation of Public Broadcasting’s National Black Programming Consortium. She has continued to write, direct and produce for several decades engaged to work on projects for Walt Disney Studios, BET Pictures, ABC, and TeenNick/Nickelodeon. She is an award-winning writer and director of films. Recently, Mayes directed and produced a pilot for the series *Off The Cuff*, a mixology competition show for the Web. She has taught film/video in Europe, India, and Africa. Prof. Mayes teaches Introduction to Contemporary Media, Scriptwriting and Television Studio production.

**Assistant Professor M. George Stevenson**

Professor Stevenson studied at Columbia University where he earned an undergraduate degree in English and then added an MFA from the Film Division of the School of the Arts. Prior to entering academia (he has also taught at New York Institute of Technology and William Paterson University), Prof. Stevenson spent more than 25 years working in the media world in many roles, everything from independent film producer to *Village Voice* book critic. He has been the creative director of a New York-based production company and worked as an editor and writer for major book, magazine, and newspaper publishing companies, including stints as the film review/finance editor at *Variety* and 15 years at the NY *Daily News*. His projects have included screenplays, documentaries, memoirs, novels, and science writing for a general audience. His work as a writer, screenwriter, actor, and producer/director has been shown internationally and won prizes in the United States and Europe. Prof. Stevenson teaches Scriptwriting, Introduction to the Moving Image, Introduction to Contemporary Media, and introductory Avid editing courses.

**Facilities**

We are fortunate to have facilities for the existing programs in the MEA Department that could accommodate the Animation and Motion Graphics classes during the first 1-3 years of the program. As mentioned, we have a state-of-the-art online editing lab with 15 Avid stations, Adobe CS6 and Maya software and 140Tb of dedicated storage; we currently teach 2D animation in our computer graphics labs, all of which could be scheduled and utilized for the new program. For recording A/V files, with have a 3-camera HD TV studio and a small audio studio with a Pro-tools editing area. Animation students who have completed MMP 250 will have access to hand-held equipment for off-campus shoots.

At present, we serve 900+ media majors and anticipate adding or expanding facilities as needed to accommodate up to 200 additional majors in the proposed ANI program. The primary additional expense during the program's early stages would be updates on the 3D software, since it currently does not come from a CUNY-wide license agreement.

**Program Evaluation**

As it develops, the program will be evaluated through periodic Program Reviews pursuant to the College Self-Study Report protocols.
Institutionalized processes currently are in place at BMCC for evaluating the effectiveness of degree programs. These processes are appropriate for evaluating new degree programs as well. Like all other academic programs at BMCC, the new A.S. degree in Animation will undergo self-study and external evaluation via the college’s Academic Program and Review Process. In addition, the College distributes annual reports containing indicators of program effectiveness to departmental chairs that include, by degree program: enrollment by gender and race/ethnicity; number of graduates by gender and race/ethnicity; two-year graduation, transfer, program persistence and college attrition rates, three and six year graduation rates by gender by race/ethnicity; and among BMCC transferees, first-term GPA and one-year retention rate in CUNY BA programs by gender and race/ethnicity. The enrollment data will be especially useful when evaluating the first few year of the program’s existence.

Processes are also in place for direct and indirect assessment of student learning in new degree programs, such as the A.S. in Animation. At the course-level, learning outcomes, objectives, are clearly stated in each course syllabus. These objectives serve as the basis for college, departmental, program, course and section-level assessment of student learning. One way in which direct assessment of student learning is conducted is through the implementation of the college’s General Education Assessment plan. The plan directs each academic department to assess students’ learning of the relevant stated general education outcomes. Specifically, this kind of assessment is conducted in courses in which the course learning outcomes align with the general education goals. In addition, the College administers annual Assessment of Student Learning survey of courses in which students are asked to rate their perceptions of what they have learned in the course. Instructors are provided with the results that allow them to compare their section results with the overall results for that course, all courses taught in the program/department and the College. Faculty may then revise their courses based on the assessment results.

Theses previously institutionalized processes ensure the framework for a thorough evaluation of programs as they are newly instituted at Borough of Manhattan Community College.

In addition, a steering committee comprised of industry professionals and educators from sister programs will meet to advise the faculty on curriculum and workforce issues.
Appendix A

COURSE DESCRIPTIONS FOR REQUIRED COURSES
ANI 401: Introduction to 3D Animation
Students will learn to construct 3D motion graphics for video, film, game, multimedia and internet applications. Students will use an advanced CGI program to make original animations in a three-coordinate space. Students will learn to model three-dimensional objects and to choreograph scenes, controlling character movement, lighting, sound, and camera directions.

ANI 402: 3D Animation Projects
This course follows ANI 401. Students will use an advanced CGI program, to make original animations in a three-coordinate space. Students will learn to model three-dimensional objects and to choreograph scenes, controlling character movement, lighting, sound, and camera direction. Small groups with produce short animations.

ART 103: Introduction to the History of Western Art
This course includes formal analysis of selected works of art: painting, sculpture, and architecture. It is also an approach to art from the perspective of its socio-historical context, primarily in Western Culture.

ART 161: Drawing I
This course covers basic drawing problems aimed at the achievement of manual skills in freehand drawing, drawing from objects from nature and conceptual drawings.

ART 164: Life Drawing
Students are introduced to various drawing media and techniques. Rendering problems dealing with gesture, action, proportion, form and anatomical structure are pursued. Charcoal, pencil, conte crayon, ink and wash, marking pen and various papers (cold and hot press, rice, newsprint, and prepared surfaces) are used. Selected readings and attendance at drawing shows in museums and galleries are required. Prerequisite: ART 161 or departmental approval

ART 175: Introduction to Visual Storytelling
The class introduces students to the basic elements of visual storytelling, including comics. Through class exercises and assignments, students will learn how to create narratives that combine images and text. Exercises are designed to develop both drawing and scripting skills. Techniques learned can be applied to storyboarding for film and animation as well as to creating graphic narratives. Prerequisite: ART 161 or departmental approval

CED 345: Multimedia Internship I
Interns can expect to perform various duties related to their major during the internship semester. Sample internship duties may include one or more of the following: Creating animated presentations; developing storefront Web sites for clients; implementing designs to be incorporated into a Web page; designing magazine covers, business cards, collages, posters and other publicity items through the application of a range of graphics software such as Photoshop, Director, Adobe Illustrator, Fireworks, and Freehand.

ENG 101: English Composition I
This is the first college level writing course. Readings are used to stimulate critical thinking and to provide students with models for effective writing. Students become acquainted with the process of writing, from pre-writing activities to producing a final, proofread draft. Grammar and syntax are discussed as needed. At the end of this course, students take a
departmental essay examination that requires them to compose, draft, and edit a thesis-centered essay of at least 500 words. Prerequisite: Pass the CATR and CATW tests

ENG 201: English Composition II
This course is a continuation of ENG 101. It helps the student further develop composition skills through literary analysis. Students continue to focus on the writing process as they are introduced to a variety of literary genres including the short story, drama, poetry, and/or the novel. Students complete a documented paper based on library, electronic, and field research. Prerequisite: ENG 101

MES 140: Introduction to the Moving Image
Introduction to the Moving Image gives students an introductory grounding in the history, aesthetics, and critical theory of narrative and non-narrative motion pictures, television, and animation. Students will gain a global perspective of how moving image works evolved from the birth of cinema to the current multiplicity of screens and screen work; special attention will be drawn to the theoretical and practical techniques unique to moving images and the tension between the media apparent realism and the manipulations required to achieve it. (Pathways: Global)

MES 152: Introduction to Contemporary Media
This course introduces students to varied applications of contemporary media in business, entertainment, and the public sector. Students study the processes of media production, the systems for media distribution, and the roles of media professionals. The course surveys the history of modern communications and the terminology of the media industry. Students examine the complex connections between technology, content, style, and audience response in the creation of media productions.

MES 153: Scriptwriting
This course focuses on writing treatments and scripts for the screen and video. Students learn the basics of visualizing narratives in 3-act structure; how to identify fiction and non-fiction genres; how to create character and story; how to research and write treatments and outlines; how to write single-column screenplays for narratives and two-column scripts for documentary scripts; and how to give and receive critiques on script work. Throughout, students develop the basic skills necessary to write and revise scripts for upper level VAT production classes and beyond. (Pathways: Creative)

MMA 100: Foundations of Digital Graphic Design
This image-based course will introduce graphic design as the foundation upon which effective visual communication is built. Investigation of the elements and principles of graphic design will lead to specific design problems and their solution. The development of ideas and the ability to communicate them effectively will be covered. Discussion of both vector and bitmap-based digital graphic platforms will begin progress toward industry-standard computer proficiency

MMP 100: Introduction to Multimedia
This course introduces students to the fundamentals of multimedia production. In a hands-on class, students will learn the essentials of program design and authoring software in an integrated computer environment. Students will learn how to combine graphics, audio and text to create programs for industrial and educational applications. (Pathways: Scientific World)
MMP 250: Digital Film Fundamentals
This course is a comprehensive, workshop-style survey that explores the fundamental concepts and skills required to produce nonfiction digital video pieces. Taught from the ground up, this class will explore planning and pre-production, pitching the concept, basic camera usage, sound recording, interview techniques, and non-linear editing strategies. There will be an emphasis on group dynamics, accurate documentation, and rotating crew positions.  
**Prerequisite:** MMP 100

MMP 260: Introduction to 2D Animation
Students will learn to design and create motion graphics for multimedia, building projects appropriate both for internet applications and for film and video. Students will learn how to use a vector-based animation program such as Flash MX and animation and visual effects compositing programs to create original work. An emphasis will be placed on planning projects and developing narratives through the use of storyboards. 
**Prerequisite:** MMP 100

PHY 110: General Physics
This course serves as an introduction to physics, especially for students who are not science-oriented. A selected number of basic physical ideas are carefully examined and interpreted non-mathematically. The relevance of the scientist and his/her work to the lives of non-scientists is continually examined.

SPE 100: Fundamentals of Speech
The aim of this course is to develop effective skills in speech communication. The student examines how to generate topics and organized ideas, masters elements of audience psychology and practices techniques of speech presentation in a public forum. All elements of speech production and presentation are considered.  
(Non-native English speakers may take SPE 102.)
Appendix B

SYLLABUS FOR NEW COURSE
Title of Course: **3D Animation Projects**  
Class Hours: 2  
Laboratory Hours per Week: 2

**ANI 402**  
Tues – Thurs 5:30-7:15pm Room S506  
**Semester:** Fall 2014

Instructor Information:  
Prof. Cynthia Karasek  
Phone: 212-220-8101  
Office # S622  
Email: ckarasek@bmcc.cuny.edu

**Credits:** 3  
**Course Descriptions:** This course follows ANI 401. Students will use an advanced CGI program, to make original animations in a three-coordinate space. Students will model three-dimensional objects and choreograph scenes, controlling character movement, lighting, sound, and camera direction. Small groups will produce short animations. Special attention will be paid to intermediate techniques, such as animating phonemes, rigging soft bodies, and adding dynamic fields. Compositing and post production workflow for proper rendering will be included in this course.

**Basic Skills:**
**Prerequisites:** ANI 401, ENG 101  
**Corequisites:** MAT 150, or MAT 160, or MAT 206

<table>
<thead>
<tr>
<th>Course Student Learning Outcomes (Students will be able to…)</th>
<th>Measurements (means of assessment for student learning outcomes listed in first column)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Demonstrate knowledge of Core concepts: the 3 coordinate environment, keyframes and time based design, compositing basics</td>
<td>2. Student homework Assignments requiring facility implementing core concepts.</td>
</tr>
<tr>
<td>3. Demonstrate familiarity with the CGI program interface,</td>
<td>3. Assigned work performed during class-time and homework assignments</td>
</tr>
<tr>
<td>4. Intermediate modeling of objects in space, using polygons, patches, and NURBs, editing objects</td>
<td>4. Midterm project</td>
</tr>
<tr>
<td>5. Create surfaces: understanding lighting, shaders, and textures</td>
<td>5. Midterm Project</td>
</tr>
<tr>
<td>6. Program camera movement and framing of animated scenes. Create and edit a sound-track.</td>
<td>6. Midterm project with sound track, Final project with sound track (s)</td>
</tr>
<tr>
<td>7. Work in small groups to plan an animated Short.</td>
<td>7. Final Project, Assignments for handing in project documents weeks 8-14</td>
</tr>
<tr>
<td>8. Plan a project; develop characters and make storyboards and project documents</td>
<td>8. Midterm and Final Project, character reviews, and project documents.</td>
</tr>
<tr>
<td>9. Utilize key concepts in kinematics and rigging</td>
<td>9. Midterm and Final Project</td>
</tr>
</tbody>
</table>
10. Demonstrate skills Rendering, compositing, and editing sequences in Avid or Premier as needed

10. Midterm and Final Project

Below are the college’s general education learning outcomes, the outcomes that checked in the left-hand column indicate goals that will be covered and assessed in this course. (Check at least one.)

<table>
<thead>
<tr>
<th>General Education Learning Outcomes</th>
<th>Measurements (means of assessment for student learning outcomes listed in first column)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication Skills- Students will be able to write, read, listen and speak critically and effectively</td>
<td>Student midterm and final presentations; writing and pitching treatments and scripts.</td>
</tr>
<tr>
<td>Quantitative Reasoning: Students will be able to use quantitative skill and the concepts and methods of mathemetic to solve problems.</td>
<td>Student homework assignment: calculating timecode, manipulating vector graphics, understanding 3-d geometrics.</td>
</tr>
<tr>
<td>Scientific Reasoning- Students will be able to apply the concepts and methods of the natural sciences</td>
<td>Programming and controlling fields of simulated gravity and fluid dynamics</td>
</tr>
<tr>
<td>Social and Behavioral Science- Students will be apply the concepts and methods of the social sciences</td>
<td></td>
</tr>
<tr>
<td>Arts &amp; Humanities- Students will be able to develop knowledge and understanding of the arts and literature through critiques of works of art, music, theatre and literature.</td>
<td>Animating stories involves drawing, painting, storytelling, theatrical direction, lighting and sound design, and simulated sculpture.</td>
</tr>
<tr>
<td>Information &amp; Technology Literacy- Students will be able to collect, evaluate and interpret information and effectively use information technologies.</td>
<td>This is a high level technology course. Complex computer simulation applications are required.</td>
</tr>
<tr>
<td>Values- Students will be able to make informed choices based on an understating of personal values, human diversity, multicultural awareness and social responsibility.</td>
<td>Group work requires cooperation and tolerance. Storytelling often explores the effect of values upon characters and their behaviors.</td>
</tr>
</tbody>
</table>

Required Text: Introducing Maya 2011  
Author: DariushDerakhshani  
Publisher: Sybex  

Other Resources: Flash drives are required to store assignments and course materials.  
Use of Technology (If Applicable): Students will use the Maya 2011application to design and manipulate graphics for their projects. Projects will be created and stored on a shared Isis network of 140Tb storage.

Evaluation and Requirements of Students:  
Class assignments, Homework, and Pop Quizzzes: 35%  
Midterm Project: 25%  
Final project: 30%  
Class participation and attendance: 10%  
100%

Assignments must be handed in on time. Points will be deducted on work handed in late. Assignments may not be accepted for grading if they are late. In addition to weekly assignments, there will be some assignments to be completed in class in pairs or small groups.
Outline of Topics:

| Understanding 3-D animations | • Analyzing modeling, mapping, motion, and lighting  
| • Telling a story, mise-en-scene  
| • Critical viewing of existing animations and examples from the historical canon  
| Understanding Maya Tools and Processing | • The interface and tools: skills review  
| • Understanding Modeling, Animating, Rendering, Dynamics, Compositing  
| Creating Objects with Maya | • Modeling an object with primitives  
| • Working with NURBs, polygons, and subdivision surfaces, patch modeling  
| • Mapping textures and shading onto objects, adding dynamics, fields.  
| Animating with Maya | • Planning simple and complex motion  
| • Keyframe animation with multiple timelines  
| • Intermediate kinetics and rigging  
| • Choreographing characters in scenes,  
| • Animating phonemes for speech  
| Finishing a Short Project | • Adding Paint effects  
| • Working with sound  
| • Rendering scenes/Editing in Avid or similar video editor  
| Planning a Complex Project | • Working in a team, and producing project documents.  
| • Compositing in AfterEffects/Editing in Avid or similar video editor  

Lessons for 15 Weeks and Final Week

1. Review of Topics on Modeling; primitives and NURBs, surfaces as polygons, subdivisions. Demonstration of patch modeling. Exercise in patch modeling.


   Script review and pitch meeting. Review of the 3 act structure and critique of scripts submitted to the class for approval

4. Review of topic on Dynamics. Understanding terminology: vectors, fields, forces, gravity, mass, fall off, particles, particle generators etc. Exercise on fluid dynamics, making oceans and explosions.

5. Review of Topics on Lighting, Cameras and Virtual cinematography. Lecture on history and examples from the canon. Exercise on tracking through light and shadow and using mental rays.


7. Review of midterm projects. Director notes.

8. Group project is assigned. Screening of 30 second stories to 2 minute stories. Groups develop “favorites” reels and discuss story lines. Writing assignment is described and
online groups are put into use. Start with a story and two characters that we care about.

<table>
<thead>
<tr>
<th>9.</th>
<th>Need-to-know lessons begin. Storyboard workshop for 5-7 minutes scripts.</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.</td>
<td>Need to know lessons in advanced kinetics and phoneme poses for individual characters.</td>
</tr>
<tr>
<td>12.</td>
<td>Need to know lessons and lesson in audio recording and editing.</td>
</tr>
<tr>
<td>13.</td>
<td>Scene reviews, pre compositing with set-pieces and multiple timelines.</td>
</tr>
<tr>
<td>14.</td>
<td>Rough cut of 5 minutes is due! Lesson on advanced rendering setup with cameras, (lighting, occlusion layers, shadows) and proper documentation.</td>
</tr>
<tr>
<td>15.</td>
<td>The rendered fine cut of scenes, with audio, is due! Rough sequence (no mix down) is due.</td>
</tr>
<tr>
<td>16.</td>
<td>Festival of finished “shorts”, with titles, credits, and audio mix. Finals are due on DVD and portfolio of animation documents.</td>
</tr>
</tbody>
</table>

**Assignments**

- Reading in the text will be assigned and quizzes related to the reading will be set from time to time.
- The first half of the semester will be devoted to animating a short original script. Projects and exercises will be assigned every week to strengthen technical skills, improve productivity, and demonstrate intermediate level effects and workflow. Project documentation will be required.
- Each student will produce a short midterm project with one original character.
- The second half of the semester will be devoted to group projects. Students will work in small groups to produce a script with at least one original character. The final project will be an animated Short of 3-5 minutes including credits. Each student will be responsible for the completion of the group project and for assuming responsibility for particular aspects of the production. Peer evaluations and working documents are required.

**College Attendance Policy**

At BMCC, the maximum number of absences is limited to one more class hour than the contact hours as indicated in the BMCC college catalog. For example, you may be enrolled in a four-hour class that meets four times a week. You are allowed five hours of absence, not five days. In the case of excessive absence, the instructor has the option to lower the grade or assign an F or WU grade. Students, who miss more than four (4) hours of instruction during the semester, are excessively absent and may receive a lower grade, an F, or a WU for the course. Note: three (3) late arrivals to class equal one absence. Attendance requirement will be monitored and enforced.

**Tutorial Services-Learning Resource Center**

For tutorial assistance with some Media Arts and Technology courses, the Learning Resource Center (S500) is open: Monday-Thursday 9am-9pm; Fridays 9am-7pm; Saturdays: 9am-5pm; Sundays: 11am-4pm. In addition, e-tutoring is available online at www.bmcc.cuny.edu/etutoring.

**Academic Adjustments for Students with Disabilities**

Students with disabilities who require reasonable accommodations or academic adjustments for this course must contact the Office of Services for Students with Disabilities. BMCC is committed to providing equal access to all programs and curricula to all students.

**BMCC Policy on Plagiarism and Academic Integrity Statement**

Plagiarism is the presentation of someone else’s ideas, words or artistic, scientific, or technical work as one’s own creation. Using the idea or work of another is permissible only when the original author is
identified. Paraphrasing and summarizing, as well as direct quotations, require citations to the original source. Plagiarism may be intentional or unintentional. Lack of dishonest intent does not necessarily absolve a student of responsibility for plagiarism. Students who are unsure how and when to provide documentation are advised to consult with their instructors. The library has guides designed to help students to appropriately identify a cited work. The full policy can be found on BMCC’s website, www.bmcc.cuny.edu. For further information on integrity and behavior, please consult the college bulletin (also available online).

**Course Description for Bulletin:**
This course follows ANI 401. Students will use an advanced CGI program, to make original animations in a three-coordinate space. Students will model three-dimensional objects and choreograph scenes, controlling character movement, lighting, sound, and camera direction. Small groups will produce short animations.
Appendix C

PROGRAM SCHEDULING

(SED Form)
A student intending to be graduated with an A.S. degree in Animation and Motion Graphics may do so in four semesters by registering for 60 credits in the following suggested order:

- Indicate academic calendar type: _Semester _Quarter _Trimester _Other (describe)
- Label each term in sequence, consistent with the institution’s academic calendar (e.g., Fall 1, Spring 1, Fall 2)

Use the table to show how a typical student may progress through the program; copy/expand the table as needed.

<table>
<thead>
<tr>
<th>Term: Fall 1</th>
<th>Check course classification(s)</th>
<th>Term: Fall II</th>
<th>Check course classification(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Number &amp; Title</strong></td>
<td><strong>Cr</strong></td>
<td><strong>LAS</strong></td>
<td><strong>Maj</strong></td>
</tr>
<tr>
<td>ENG 101 ENGLISH COMPOSITION I</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>SPE 100 FUNDAMENTALS OF SPEECH or SPE 102 FUNDAMENTALS OF SPEECH FOR NON-NATIVE SPEAKERS</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MMA 100 FOUNDATIONS OF DIGITAL GRAPHIC DESIGN</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MMP 100 INTRODUCTION TO MULTIMEDIA</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>ART 166 DRAWING I</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
</tbody>
</table>

Term credit total: 15 9 6

<table>
<thead>
<tr>
<th>Term: Spring I</th>
<th>Check course classification(s)</th>
<th>Term: Spring II</th>
<th>Check course classification(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Number &amp; Title</strong></td>
<td><strong>Cr</strong></td>
<td><strong>LAS</strong></td>
<td><strong>Maj</strong></td>
</tr>
<tr>
<td>ENG 201 ENGLISH COMPOSITION II</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MES 153 SCRIPTWRITING</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MAT XXX COLLEGE MATH</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MMP 260 INTRODUCTION TO 2D ANIMATION</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>MES 140 INTRODUCTION TO THE MOVING IMAGE</td>
<td>3</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Term credit total: 15 12 3

Undergraduate Program Schedule
Appendix D

FACULTY TEACHING ASSIGNMENTS

(SED Form)
Full-Time Faculty

Faculty teaching at the graduate level must have an earned doctorate/terminal degree or demonstrate special competence in the field. Provide information on faculty members who are **full-time at the institution** and who will be teaching each course in the major field or graduate program. The application addendum for professional licensure, teacher certification, or educational leadership certification programs may provide additional directions for those types of proposals.

<table>
<thead>
<tr>
<th>Faculty Member Name and Title (include and identify Program Director)</th>
<th>Program Courses to be Taught</th>
<th>Percent Time to Program</th>
<th>Highest and Other Applicable Earned Degrees &amp; Disciplines (include College/University)</th>
<th>Additional Qualifications: list related certifications/ licenses; occupational experience; scholarly contributions, etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cynthia Karasek Professor</td>
<td>MMP 260, ANI 401, VAT 301</td>
<td>66%</td>
<td>Hunter MFA Whitney Fellow BFA Cornell</td>
<td>20 years Motion Graphics, Digital &amp; Video graphics</td>
</tr>
<tr>
<td>M. George Stevenson Assistant Professor</td>
<td>MES 140, MES 153, MES 152</td>
<td>50%</td>
<td>BA &amp; MFA in Film Studies: Columbia University</td>
<td>Independent Animation, Writer &amp; Editor for Village Voice, Variety and Daily News.</td>
</tr>
<tr>
<td>Carol Mayes Assistant Professor</td>
<td>MES 153, MES 152, MMP 250</td>
<td>60%</td>
<td>MFA from American Film Institute (AFI) in Directing BA in Music: Princeton University</td>
<td>Producer of Short Animation for “Sesame Street” &amp; CPB/PBS 30 years experience in TV &amp; Film production for: Disney, ABC, PBS, FOX, Teen Nick</td>
</tr>
<tr>
<td>Philip Weisman Professor</td>
<td>MMP 250</td>
<td>25%</td>
<td>BA: Binghamton University MFA: School of the Art Institute of Chicago</td>
<td>Independent Filmmaker: Editor on Feature films for Ed Burns, Robert Duvall &amp; Jim Sheridan, Founder Collective for Living Cinema Exec Trustee for Black Maria Film &amp; Video Fest</td>
</tr>
</tbody>
</table>
Part-Time Faculty

Faculty teaching at the graduate level must have an earned doctorate/terminal degree or demonstrate special competence in the field. Provide information on part-time faculty members who will be teaching each course in the major field or graduate program. The application addendum for professional licensure, teacher certification, or educational leadership certification programs may provide additional directions for those types of proposals.

<table>
<thead>
<tr>
<th>Faculty Member Name and Title</th>
<th>Program Courses to be Taught</th>
<th>Highest and Other Applicable Earned Degrees &amp; Disciplines (include College/University)</th>
<th>Additional Qualifications: list related certifications/licenses; occupational experience; scholarly contributions, etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. E.J. Vaughn</td>
<td>MES 140, MES 153, MES 152</td>
<td>PHD - University of Michigan BA &amp; MA Wayne State University</td>
<td>Award Winning Filmmaker, NEA Award, Nominated for Emmy Award Ford Foundation. 40 Years’ experience in Broadcasting as Producer/Director</td>
</tr>
<tr>
<td>Associate Professor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dr. Suzanne Schick</td>
<td>MES 140</td>
<td>PHD - New York University Communications</td>
<td>Specializes in Audio production &amp; Multimedia</td>
</tr>
<tr>
<td>Associate Professor, BMCC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joseph Goldberg</td>
<td>ANI 401, ITP program</td>
<td>MPS, New York University</td>
<td>Videographer, Screenwriter and Animator, part-time faculty since 2002</td>
</tr>
</tbody>
</table>
Appendix E

FACULTY TO BE HIRED

(SED Form)
# Faculty to be Hired

If faculty must be hired, specify the number and title of new positions to be established and minimum qualifications.

<table>
<thead>
<tr>
<th>Title/Rank of Position</th>
<th>No. of New Positions</th>
<th>Minimum Qualifications (including degree and discipline area)</th>
<th>F/T or P/T</th>
<th>Percent Time to Program</th>
<th>Expected Course Assignments</th>
<th>Expected Hiring Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADJ ASST PROFESSOR</td>
<td>1</td>
<td>MFA, MPS IN ANIMATION OR FILM</td>
<td>PT</td>
<td>100%</td>
<td>MMP260 1, ANI 401 1</td>
<td>SPR 2016</td>
</tr>
</tbody>
</table>
MEA PVN for Part-time faculty to teach one or two additional sections of **MMP260** or **ANI 401** in the evenings.

**SAMPLE PVN:**

Adjunct Lecturer/Adjunct Assistant Professor – Media Arts and Technology

**Faculty Vacancy Announcement**

The MEA Department is seeking a candidate that can teach introductory level media courses in 2D and 3D animation. The successful candidate should also demonstrate technical proficiency and expertise in preproduction skills such as script preparation and storyboards. Two years of College teaching experience and good student evaluations are expected. Evening/weekend schedule may be required.

**Qualifications**

Assistant: Ph.D. or MFA/MPS degree in area(s) of experience or equivalent. Also required are the ability to teach successfully, demonstrated scholarship or achievement, and ability to cooperate with others for the good of the institution. The successful candidate must have a record of achievement in the field.

Lecturer: Masters degree in area(s) of experience or equivalent. Also required are the ability to teach successfully in a college environment, and ability to cooperate with others for the good of the institution. The successful candidate must have a record of achievement in the field.
Appendix F

NEW RESOURCES TABLE (CUNY)
No outside revenues sources have been identified at this time.
Appendix G

Projected Revenue
## Projected Revenue Related to the Proposed Program

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuition Revenue[3]</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>01. From Existing Sources[4]</td>
<td>$36,000</td>
<td>$76,800</td>
<td>$78,336</td>
<td>$149,818</td>
<td>$254,690</td>
</tr>
<tr>
<td>02. From New Sources[5]</td>
<td>$99,000</td>
<td>$105,600</td>
<td>$146,880</td>
<td>$324,605</td>
<td>$382,035</td>
</tr>
<tr>
<td><strong>03. Total</strong></td>
<td>$135,000</td>
<td>$182,400</td>
<td>$225,216</td>
<td>$474,422</td>
<td>$636,725</td>
</tr>
<tr>
<td><strong>State Revenue[6]</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>04. From Existing Sources</td>
<td>$19,376</td>
<td>$38,752</td>
<td>$38,752</td>
<td>$72,660</td>
<td>$121,100</td>
</tr>
<tr>
<td>05. From New Sources</td>
<td>$53,284</td>
<td>$53,284</td>
<td>$72,660</td>
<td>$157,430</td>
<td>$181,650</td>
</tr>
<tr>
<td><strong>06. Total</strong></td>
<td>$72,660</td>
<td>$92,036</td>
<td>$111,412</td>
<td>$230,090</td>
<td>$302,750</td>
</tr>
<tr>
<td><strong>Other Revenue[7]</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>07. From Existing Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>08. From New Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>09. Total</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Grand Total[8]</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. From Existing Sources</td>
<td>$55,376</td>
<td>$115,552</td>
<td>$117,088</td>
<td>$222,478</td>
<td>$375,790</td>
</tr>
<tr>
<td>11. From New Sources</td>
<td>$152,284</td>
<td>$158,884</td>
<td>$219,540</td>
<td>$482,035</td>
<td>$563,685</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$207,660</td>
<td>$274,436</td>
<td>$336,628</td>
<td>$704,512</td>
<td>$939,475</td>
</tr>
</tbody>
</table>

---
Appendix I

Five Year Financial Projection
# The Five-Year Revenue Projections for Program

## COMMUNITY COLLEGE WORKSHEET

**Year 1 = Fall 2015**

### EXISTING FULL-TIME STUDENTS

<table>
<thead>
<tr>
<th></th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition &amp; Fees:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of EXISTING FULL-TIME, In-State Students</td>
<td>linked from &quot;Enroll &amp; Seat Need Projections&quot;</td>
<td>10</td>
<td>20</td>
<td>30</td>
<td>40</td>
</tr>
<tr>
<td>Tuition Income</td>
<td>$4,500</td>
<td>$4,800</td>
<td>$4,896</td>
<td>$4,994</td>
<td>$5,094</td>
</tr>
<tr>
<td>Total Tuition</td>
<td>$45,000</td>
<td>$96,000</td>
<td>$146,880</td>
<td>$199,757</td>
<td>$305,628</td>
</tr>
<tr>
<td>Student Fees</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total In-State Tuition &amp; Fees</td>
<td>$45,000</td>
<td>$96,000</td>
<td>$146,880</td>
<td>$199,757</td>
<td>$305,628</td>
</tr>
</tbody>
</table>

| Tuition & Fees:      |          |          |            |           |           |
| # of EXISTING FULL-TIME, Out-of-State Students | linked from "Enroll & Seat Need Projections" | 1        | 2          | 2          | 2         | 2         | 2         |
| Annual Avg # of Credits per FT student | (24-30) | 28        | 28         | 28        | 28        | 28        |
| Tuition Income       | (Specify Rate per credit. Calculates 2% annual increase after Fall 2015) | $290     | $305       | $311      | $317      | $324      |
| Total Tuition        | $8,120   | $17,080  | $17,422    | $17,770   | $18,125   |
| Student Fees         |          |          |            |           |           |
| Total Fees           | 0        | 0        | 0          | 0         | 0         |
| Total Out-of-State Tuition & Fees | $8,120 | $17,080 | $17,422 | $17,770 | $18,125 |

**TOTAL EXISTING FULL-TIME TUITION REVENUE** $53,120 $113,080 $164,302 $217,527 $323,753

### EXISTING PART-TIME STUDENTS

<table>
<thead>
<tr>
<th></th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition &amp; Fees:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of EXISTING PART-TIME, In-State Students</td>
<td>linked from &quot;Enroll &amp; Seat Need Projections&quot;</td>
<td>5</td>
<td>5</td>
<td>10</td>
<td>15</td>
</tr>
<tr>
<td>Total Enrolled Credits</td>
<td>Enter Avg # credits per student per year-Fall+ Spring+Summer -- i.e. 6 Fall, 6 Spring, 3 Summer=15</td>
<td>15</td>
<td>15</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>Tuition Income</td>
<td>(Specify Rate per credit. Calculates 2% increase per year after Fall 2015)</td>
<td>$185</td>
<td>$195</td>
<td>$199</td>
<td>$203</td>
</tr>
<tr>
<td>Total Tuition</td>
<td>$13,875</td>
<td>$14,625</td>
<td>$29,835</td>
<td>$45,648</td>
<td>$77,601</td>
</tr>
<tr>
<td>Student Fees</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total In-State Tuition &amp; Fees</td>
<td>$13,875</td>
<td>$14,625</td>
<td>$29,835</td>
<td>$45,648</td>
<td>$77,601</td>
</tr>
</tbody>
</table>

| Tuition & Fees:      |          |          |            |           |           |
| # of EXISTING PART-TIME Out of State Students | linked from "Enrollment and Seat Need Projections" | 0        | 0          | 0          | 0         | 0         |
| Total Enrolled Credits | Enter Avg # credits per student per year-Fall+ Spring+Summer -- i.e. 6 Fall, 6 Spring, 3 Summer=15 | 0       | 0          | 0          | 0         | 0         |
| Tuition Income       | (Specify Rate per credit. Calculates 2% increase per year after Fall 2015) | $290     | $305       | $311      | $317      | $324      |
| Total Tuition        | $0       | $0       | $0         | $0        | $0        |
| Student Fees         |          |          |            |           |           |
| Total Fees           | 0        | 0        | 0          | 0         | 0         |
| Total Out-of-State Tuition & Fees | $0 | $0 | $0 | $0 | $0 |

**TOTAL EXISTING PART TIME REVENUE** $13,875 $14,625 $29,835 $45,648 $77,601

**TOTAL EXISTING REVENUE (LINKS TO REVENUE SPREADSHEET ROW 5)** $66,995 $127,705 $194,137 $263,174 $401,354

### NEW FULL-TIME STUDENTS

<table>
<thead>
<tr>
<th></th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition &amp; Fees:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of NEW FULL-TIME, In-State Students</td>
<td>linked from &quot;Enroll &amp; Seat Need Projections&quot;</td>
<td>5</td>
<td>25</td>
<td>50</td>
<td>75</td>
</tr>
<tr>
<td>Tuition Income</td>
<td>(Calculates 2% increase per year after Fall 2015)</td>
<td>$4,500</td>
<td>$4,800</td>
<td>$4,896</td>
<td>$4,994</td>
</tr>
<tr>
<td>Total Tuition</td>
<td>$22,500</td>
<td>$120,000</td>
<td>$244,800</td>
<td>$374,544</td>
<td>$458,442</td>
</tr>
<tr>
<td>Student Fees</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**TOTAL NEW FULL-TIME REVENUE** $66,995 $127,705 $194,137 $263,174 $401,354
### EXISTING FULL-TIME STUDENTS

<table>
<thead>
<tr>
<th></th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition &amp; Fees:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of EXISTING FULL-TIME, In-State Students</td>
<td>10</td>
<td>20</td>
<td>30</td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>Tuition Income (calculates 2% increase per year after Fall 2015)</td>
<td>$4,500</td>
<td>$4,800</td>
<td>$4,896</td>
<td>$4,994</td>
<td>$5,094</td>
</tr>
<tr>
<td>Total Tuition</td>
<td>$45,000</td>
<td>$96,000</td>
<td>$146,880</td>
<td>$199,757</td>
<td>$305,628</td>
</tr>
<tr>
<td>Student Fees (enter ANNUAL program fees other than standard CUNY fees)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total In-State Tuition &amp; Fees</td>
<td>$45,000</td>
<td>$96,000</td>
<td>$146,880</td>
<td>$199,757</td>
<td>$305,628</td>
</tr>
</tbody>
</table>

### EXISTING PART-TIME STUDENTS

<table>
<thead>
<tr>
<th></th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition &amp; Fees:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of EXISTING PART-TIME, In-State Students</td>
<td>5</td>
<td>5</td>
<td>10</td>
<td>15</td>
<td>25</td>
</tr>
<tr>
<td>Total Enrolled Credits</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition Income (Specify Rate per credit. Calculates 2% increase per year after Fall 2015)</td>
<td>$185</td>
<td>$195</td>
<td>$199</td>
<td>$203</td>
<td>$207</td>
</tr>
<tr>
<td>Total Tuition</td>
<td>$13,875</td>
<td>$14,625</td>
<td>$29,835</td>
<td>$45,648</td>
<td>$77,601</td>
</tr>
<tr>
<td>Student Fees (enter ANNUAL program fees other than standard CUNY fees)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total In-State Tuition &amp; Fees</td>
<td>$13,875</td>
<td>$14,625</td>
<td>$29,835</td>
<td>$45,648</td>
<td>$77,601</td>
</tr>
</tbody>
</table>

### TOTAL EXISTING FULL-TIME TUITION REVENUE

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$53,120</td>
<td>$113,080</td>
<td>$164,302</td>
<td>$217,527</td>
<td>$323,753</td>
</tr>
</tbody>
</table>

### TOTAL EXISTING REVENUE (LINKS TO REVENUE SPREADSHEET ROW 5)

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$66,995</td>
<td>$127,705</td>
<td>$194,137</td>
<td>$263,174</td>
<td>$401,354</td>
</tr>
</tbody>
</table>

### NEW FULL-TIME STUDENTS

<table>
<thead>
<tr>
<th></th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition &amp; Fees:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># of NEW FULL-TIME, In-State Students</td>
<td>5</td>
<td>25</td>
<td>50</td>
<td>75</td>
<td>90</td>
</tr>
<tr>
<td>Tuition Income (Calculates 2% increase per year after Fall 2015)</td>
<td>$4,500</td>
<td>$4,800</td>
<td>$4,896</td>
<td>$4,994</td>
<td>$5,094</td>
</tr>
<tr>
<td>Total Tuition</td>
<td>$22,500</td>
<td>$120,000</td>
<td>$244,800</td>
<td>$374,544</td>
<td>$458,442</td>
</tr>
<tr>
<td>Student Fees (enter ANNUAL program fees other than standard CUNY fees)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Out-of-State Tuition &amp; Fees</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

### TOTAL NEW FULL-TIME REVENUE

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$13,875</td>
<td>$14,625</td>
<td>$29,835</td>
<td>$45,648</td>
<td>$77,601</td>
</tr>
</tbody>
</table>

### TOTAL NEW REVENUE (LINKS TO REVENUE SPREADSHEET ROW 5)

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$66,995</td>
<td>$127,705</td>
<td>$194,137</td>
<td>$263,174</td>
<td>$401,354</td>
</tr>
</tbody>
</table>
### Total Fees

<table>
<thead>
<tr>
<th></th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total In-State Tuition &amp; Fees</td>
<td>$22,500</td>
<td>$120,000</td>
<td>$244,800</td>
<td>$374,544</td>
<td>$458,442</td>
</tr>
</tbody>
</table>

### Tuition & Fees:

- **# of NEW FULL-TIME, Out-of-State Students** (linked from "Enroll & Seat Need Projections")
  - 1, 5, 8, 12, 18

- **Annual Avg # of Credits per FT student (24-30)**
  - 28, 28, 28, 28, 28

- **Tuition Income (Specify Rate per credit. Calculates 2% increase per year after Fall 2015)**
  - $290, $305, $311, $317, $324

- **Total Tuition**
  - $8,120, $42,700, $69,686, $106,620, $163,129

- **Student Fees (enter ANNUAL program fees other than standard CUNY fees)**
  - 0, 0, 0, 0, 0

- **Total Fees**
  - 0, 0, 0, 0, 0

- **Total Out-of-State Tuition & Fees**
  - $8,120, $42,700, $69,686, $106,620, $163,129

- **TOTAL NEW FULL-TIME TUITION REVENUE**
  - $30,620, $162,700, $314,486, $481,164, $621,571

### NEW PART-TIME STUDENTS

#### Tuition & Fees:

- **# of NEW PART-TIME, In-State Students** (linked from "Enroll & Seat Need Projections")
  - 2, 5, 15, 20, 25

- **Total Enrolled Credits** (Enter Avg # credits per student per year-Fall+Spring+Summer -- i.e. 6 Fall, 6 Spring, 3 Summer=15)
  - 15, 15, 15, 15, 15

- **Tuition Income (Specify Rate per credit. Calculates 2% increase per year after Fall 2015)**
  - $185, $195, $199, $203, $207

- **Total Tuition**
  - $5,550, $14,625, $44,753, $60,863, $77,601

- **Student Fees (enter ANNUAL program fees other than standard CUNY fees)**
  - 0, 0, 0, 0, 0

- **Total Fees**
  - 0, 0, 0, 0, 0

- **Total In-State Tuition & Fees**
  - $5,550, $14,625, $44,753, $60,863, $77,601

- **Total Out-of-State Tuition & Fees**
  - 0, 0, 0, 0, 0

- **TOTAL NEW PART-TIME REVENUE**
  - $5,550, $14,625, $44,753, $60,863, $77,601

### TOTAL NEW REVENUE (LINKS TO REVENUE SPREADSHEET ROW 7)

<table>
<thead>
<tr>
<th></th>
<th>Year One</th>
<th>Year Two</th>
<th>Year Three</th>
<th>Year Four</th>
<th>Year Five</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$36,170</td>
<td>$177,325</td>
<td>$359,239</td>
<td>$542,028</td>
<td>$699,172</td>
</tr>
</tbody>
</table>

### STATE REVENUE

- **# EXISTING FTEs**
  - 13.43333, 24.36667, 36.86667, 49.36667, 74.36667

- **Appropriation per FTE**
  - $2,422, $2,422, $2,422, $2,422, $2,422

- **STATE REVENUE FROM EXISTING SOURCES -LINKS TO REVENUE SPREADSHEET ROW 9**

- **# NEW FTEs**
  - 6.93333, 32.16667, 64.96667, 96.2, 119.3

- **Appropriation per FTE**
  - $2,422, $2,422, $2,422, $2,422, $2,422

- **STATE REVENUE FROM NEW SOURCES -LINKS TO REVENUE SPREADSHEET ROW 11**
  - $16,793, $77,908, $157,349, $232,996, $288,945

### OTHER REVENUE

- **Other Revenue From Existing Sources (specify and explain) -LINKS TO REVENUE SPREADSHEET ROW 13**

- **Other Revenue New (specify and explain) (LINKS TO REVENUE SPREADSHEET ROW 15)**
Appendix H

Supporting Materials
### The Five-Year Financial Projections for Program

#### DIRECT OPERATING EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Full Time Faculty Overload (include Summer)</td>
<td>9323</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Full Time Faculty Base Salary (list separately)</td>
<td>68700</td>
<td>68700</td>
<td>68700</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Full Time Faculty Overload (include Summer)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Faculty Re-assigned Time (list separately)</td>
<td>3092</td>
<td>3092</td>
<td>3902</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Time Employee Fringe Benefits (41.6%)</td>
<td>0</td>
<td>3878.368</td>
<td>29865.47</td>
<td>29865.47</td>
<td>30202.43</td>
</tr>
<tr>
<td><strong>Total (Links to Full-Time Faculty on Program Exp Worksheet)</strong></td>
<td>$ -</td>
<td>#######</td>
<td>#######</td>
<td>#######</td>
<td>#######</td>
</tr>
<tr>
<td>Part Time Faculty Actual Salaries</td>
<td>9323</td>
<td>18646</td>
<td>9323</td>
<td>9323</td>
<td>9323</td>
</tr>
<tr>
<td>Part Time Faculty Actual Fringe Benefits (24.3%)</td>
<td>2265.489</td>
<td>4530.978</td>
<td>2265.489</td>
<td>2265.489</td>
<td>2265.489</td>
</tr>
<tr>
<td><strong>Total (Links to Part-Time Faculty Program Exp Worksheet)</strong></td>
<td>#######</td>
<td>#######</td>
<td>#######</td>
<td>#######</td>
<td>#######</td>
</tr>
<tr>
<td>Full Time Staff Base Salary (list separately)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Time Staff Fringe Benefits (41.6%)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total (Links to Full-Time Staff on Program Exp Worksheet)</strong></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>PART-TIME STAFF</strong> (do not include library staff in this section)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part Time Staff Base Salary (list separately)</td>
<td>5812</td>
<td>5812</td>
<td>5812</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty Replacement Costs (replacement of full-time faculty - e.g. on release time - with part-time faculty)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Assistants</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Hourly</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part Time Employee Fringe Benefits (24.3%)</td>
<td>0</td>
<td>0</td>
<td>1412.316</td>
<td>1412.316</td>
<td>1412.316</td>
</tr>
<tr>
<td><strong>Total (Links to Part-Time Staff on Program Exp Worksheet)</strong></td>
<td>$ -</td>
<td>$ -</td>
<td>$ 7,224</td>
<td>$ 7,224</td>
<td>$ 7,224</td>
</tr>
<tr>
<td><strong>LIBRARY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Library Resources</td>
<td>220</td>
<td>220</td>
<td>220</td>
<td>220</td>
<td>220</td>
</tr>
<tr>
<td>Library Staff Full Time (List Separately)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Library Staff Part Time (List Separately)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part Time Employee Fringe Benefits (24.3%)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL (Links to Library on Program Exp Worksheet)</strong></td>
<td>$ 220.00</td>
<td>$ 220.00</td>
<td>$ 220.00</td>
<td>$ 220.00</td>
<td>$ 220.00</td>
</tr>
<tr>
<td><strong>EQUIPMENT</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Hardware</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office Furniture</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (Specify)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total (Links to Equipment on Program Exp Worksheet)</strong></td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>LABORATORIES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laboratory Equipment</td>
<td>6500</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (list separately)</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL (Links to Laboratories on Program Exp Worksheet)</strong></td>
<td>#######</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>SUPPLIES AND EXPENSES (OTPS)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consultants and Honoraria</td>
<td>3000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office Supplies</td>
<td>400</td>
<td>400</td>
<td>400</td>
<td>400</td>
<td>400</td>
</tr>
<tr>
<td>Instructional Supplies</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Category</td>
<td>2023</td>
<td>2024</td>
<td>2025</td>
<td>2026</td>
<td>2027</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>Faculty Development</td>
<td>2500</td>
<td>2500</td>
<td>2500</td>
<td>2500</td>
<td>2500</td>
</tr>
<tr>
<td>Travel and Conferences</td>
<td>2500</td>
<td>2500</td>
<td>2500</td>
<td>2500</td>
<td>2500</td>
</tr>
<tr>
<td>Membership Fees</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Advertising and Promotion</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accreditation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Software</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer License Fees</td>
<td>18000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Repair and Maintenance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment Repair and Maintenance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>New Total Supplies and OTPS Expenses</strong></td>
<td>3000</td>
<td>21000</td>
<td>6000</td>
<td>6600</td>
<td>3000</td>
</tr>
<tr>
<td><strong>CAPITAL EXPENDITURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facility Renovations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classroom Equipment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (list separately)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong> (Links to Capital Expenditures on Program Exp Worksheet)</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Other</strong> (list separately)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong> (Links to Other on Program Exp Worksheet)</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
</tr>
</tbody>
</table>
Appendix J

EVALUATION REPORT

(FOR UNDERGRADUATE PROGRAMS)

ANIMATION & MOTION GRAPHICS PROGRAM
BOROUGH OF MANHATTAN COMMUNITY COLLEGE

EVALUATED BY MICHAEL FERRARO
PROFESSOR, LEHMANN COLLEGE
I. Program

1. Assess program purpose, structure, and requirements as well as formal mechanisms for program administration and monitoring.

   The program’s goal to educate students in fundamentals of two and three dimensional animation, motion graphics and special effects address an important industry need and significant career opportunities for skilled professionals interested in working in the Media Industries, especially here in NY. The program is housed in a well established Department that has sustained and grown numerous allied and are well equipped to offer the training and supervision needed to be successful.

2. Comment on the special focus of this program, if any, as it relates to the discipline.

   The program’s focus in Animation and Motion Graphics provides a solid base for building exciting careers in Media production.

3. Comment on the plans and expectations for continuing program development and self-assessment.
We are excited about the program's potential to develop and expand opportunities for promising students.

4. Assess available support from related programs.

The proposed program leverages numerous shared courses of other allied programs offered by the department.

5. (Only for programs requiring master plan amendment.) What is the evidence of need and demand for the program locally, in the State, and in the field at large? What is the extent of occupational demand for graduates? What is the evidence that demand will continue?

II. Faculty

6. Evaluate the faculty, individually and collectively, in regard to training, experience, research and publication, professional service, and recognition in the field.

The Faculty are very experienced, well educated and highly motivated to make this program a success.

7. Assess the faculty in terms of size and qualifications. What are plans for future staffing?

8. Evaluate credentials and involvement of adjunct and support faculty.

III. Resources

9. Comment on the adequacy of physical resources and facilities, e.g., library, computer, and laboratory facilities; practical and internship sites; and support services for the program, including use of resources outside the institution.

The program's judicious leveraging of resources shared with other programs puts them in an excellent position to become a highly successful endeavor.

10. (Only for programs requiring master plan amendment.) What is the institution's commitment to the program as demonstrated by the operating budget, faculty salaries, and the number of faculty lines relative to student numbers and workload.
IV. Summary Comments and Additional Observations

11. Summarize the major strengths and weaknesses of the program as proposed with particular attention to feasibility of implementation and appropriateness of objectives for the degree offered. Include any further observations important to the evaluation of this program proposal and provide any recommendations for the proposed program.

The proposed program has excellent faculty, is well equipped and clearly focused on preparing students for professional opportunities or, for advanced study, in an exciting and dynamic field that offering excellent job opportunities here in NY. We feel it is an excellent addition to their program and creates a sound foundation for close articulation with programs at our school.
Appendix K

ARTICULATION AGREEMENT
THE BOROUGH OF MANHATTAN COMMUNITY COLLEGE OF THE CITY UNIVERSITY OF NEW YORK
ARTICULATION AGREEMENT FORM

A. SENDING AND RECEIVING INSTITUTIONS

Sending College:
Department: Media Arts and Technology
Program: Animation and Motion Graphics.
Degree: Associates of Science (A.S.)

Receiving College:
Department: Art Department
Program: Studio Art, concentrating in digital imagining.
Degree: Bachelors of Fine Arts (B.F.A)

B. ADMISSION AND GRADUATION REQUIREMENTS FOR SENIOR COLLEGE PROGRAM

Interested candidates for the BFA program should file an application with the Art Department before the end of their second semester of their sophomore year. The application, which includes an essay, faculty recommendations, and portfolio of examples of the candidate's work, must be reviewed and approved by a faculty committee before acceptance into the program.

- 2.7 overall GPA — graduation requirement.
- Grade of C or better in a credit-bearing mathematics course worth three or more credits
- Grade of C or better in freshman composition, its equivalent, or a higher-level English course

Borough of Manhattan Community College graduates with the Associates of Science Animation and Motion Graphics will receive 60 credits toward the Bachelor of Fine Arts, Studio Art, concentration in digital imaging at Lehman College.

Associate of Science Degree Graduates of CUNY Colleges are exempt from all Required Core, Flexible Core, and Foreign Language Component of the General Education requirements.

To earn a Bachelor’s Degree at Lehman College, CUNY Associate Degree graduates need to:
- complete at minimum 50% of the courses required for the major and minor (if applicable) in residence
- two upper-level LEH interdisciplinary courses chosen under advisement
- two writing intensive courses (may be satisfied as part of LEH requirement)
- elective courses, if needed.
- 30 liberal arts credits are required for the BFA

Determination of the 30 Liberal Arts credits required for the Baccalaureate degree in accordance with New York State Education Department requirements will be made by Lehman College.

Total transfer credits granted toward the baccalaureate degree: 60
Total additional credits required at the senior college to complete baccalaureate degree: 60
Total transfer credits granted toward the baccalaureate degree: 60
Total additional credits required at the senior college to complete baccalaureate degree: 60
C. Animation and Motion Graphics (ANI) Requirements
Associate of Science Degree

**General Education Requirements**

<table>
<thead>
<tr>
<th>Common Core</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition</td>
<td>6</td>
</tr>
<tr>
<td>Mathematical and Quantitative Reasoning*</td>
<td>3</td>
</tr>
<tr>
<td>Life and Physical Sciences*</td>
<td>3</td>
</tr>
</tbody>
</table>

**Flexible Core**

| World Cultures & Global Issues¹  | 3     |
| US Experience and its Diversity  | 3     |
| Creative Expression²             | 6     |
| Individual and Society³          | 3     |
| Scientific World⁴                | 3     |

**Total General Requirements**

30

**ANI Curriculum Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MMA 100 Foundation Digital Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 161 Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 164 Life Drawing**</td>
<td>3</td>
</tr>
<tr>
<td><strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>ART 176 Introduction to Visual Storytelling</td>
<td>3</td>
</tr>
<tr>
<td>MMP 250 Digital Film Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>MMP 260 Introduction to 2D Animation</td>
<td>3</td>
</tr>
<tr>
<td>XXX xxx Animation Program Electives⁵</td>
<td>4</td>
</tr>
<tr>
<td>ANI 401 Introduction to 3D Animation</td>
<td>3</td>
</tr>
<tr>
<td>ANI 402 3D Animation Projects</td>
<td>3</td>
</tr>
<tr>
<td>CED 345 Multimedia Internship</td>
<td>2</td>
</tr>
<tr>
<td>ART 103 Intro, to the History of Western Art</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>(ART103 = ART157 at Lehman)</td>
</tr>
</tbody>
</table>

**Total ANI Curriculum Requirement**

30

**TOTAL Program Requirements**

60

**Notes for ANI Program Requirements**

¹It is strongly recommended that students take MES 140 Intro to the Moving Image for the World Cultures & Global Issues requirement

²It is strongly recommended that students take SPE 100 Fundamentals of Speech and MES 153 Scriptwriting for the Creative Expression requirement

³It is strongly recommended that students take MES 152 Intro to Contemporary Media for the Individual and Society requirement

⁴It is strongly recommended that students take STEM Variant MMP 100 Intro to Multimedia for the Scientific World requirement

⁵Choose from MMA 215, MMA 225, MMA 235, MMP 210, VAT 301, VAT 165, ART 113, , ART 171, ART 181, SPE 240

* It is strongly recommended that students take the STEM variant of PHY 110 and a STEM variant of MAT 1xx

**Strongly recommended course will satisfy BFA requirement.**
### D. SENIOR COLLEGE UPPER DIVISION COURSES REMAINING FOR BACCALAUREATE DEGREE

<table>
<thead>
<tr>
<th>Studio Art, Concentrating in Digital Imagining</th>
<th>Total</th>
<th>BMCC</th>
<th>Lehman</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Requirements (Common Core plus College Option)</td>
<td>36</td>
<td>30</td>
<td>6</td>
</tr>
<tr>
<td><strong>Major Requirements</strong></td>
<td>60</td>
<td>12</td>
<td>48</td>
</tr>
<tr>
<td>Electives</td>
<td>24</td>
<td>18</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>120</td>
<td>60</td>
<td>60</td>
</tr>
</tbody>
</table>

### D. SENIOR COLLEGE UPPER DIVISION COURSES REMAINING FOR BACCALAUREATE DEGREE

**LEHMAN COLLEGE B.F.A in Studio Art, concentrating in Digital Imaging.**

**COURSES REMAINING FOR BACCALAUREATE DEGREE**

**B.F.A. Multimedia Performing Arts**

<table>
<thead>
<tr>
<th>Course Number &amp; Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Education Requirements</strong></td>
<td></td>
</tr>
<tr>
<td>Choose two of the following:</td>
<td></td>
</tr>
<tr>
<td>LEH 351 Studies in Science and Applied Perspectives*</td>
<td>3</td>
</tr>
<tr>
<td>LEH 352 Studies in Literature*</td>
<td>3</td>
</tr>
<tr>
<td>LEH 354 Historical Studies *</td>
<td>3</td>
</tr>
<tr>
<td>LEH 355 Studies in Phil, Theory, and Abstract Thinking*</td>
<td>3</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

**Program Requirements**

<table>
<thead>
<tr>
<th>Foundation Requirements</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 101 Introduction to Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 102 Introduction to Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 108 Introduction to Photography</td>
<td>3</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>9</strong></td>
</tr>
</tbody>
</table>

**General Art History Requirement**

| Three Art History Courses, at least one of which must be at the 100 level. ARH 167 no applicable to this requirement. | 9       |
| **Subtotal**                                                                                                     | **9**   |

**General Studio Work**

| To be selected from 100, 200, and 300 level ART courses. | 9-12    |
| **Subtotal**                                                                                                     | **9-12** |

**Art Specialization**

| A sequence of 200, 300, and 400 level courses in Digital Imaging | 15      |
| **Subtotal**                                                                                                     | **15**   |
E. ARTICULATION AGREEMENT FOLLOW-UP PROCEDURES

1. Procedures for reviewing, updating, modifying or terminating agreement:

When either of the degree programs involved in this agreement undergoes a change, the agreement will be reviewed and revised accordingly by faculty from each institution’s respective departments, selected by their Chairpersons.

2. Procedures for evaluating agreement, i.e., tracking the number of students who transfer under the articulation agreement and their success:

Each semester Lehman College will provide the Borough of Manhattan Community College the following information: a) the number of BMCC students who applied to the program; b) the number of BMCC students who were accepted into the program; c) and the number of BMCC students who enrolled; d) the aggregate GPA of these enrolled students.

3. Sending and receiving college procedures for publicizing agreement, e.g., college catalogs, transfer advisers, Websites, etc.:

This articulation agreement will be publicizing on the Borough of Manhattan Community College’s website, and Lehman College’s website.

Transfer advisors at BMCC will promote this agreement with eligible students.
F. Additional Information (e.g., financial aid, transfer scholarships)

Effective Date: Fall 2014

Borough of Manhattan Community College (CUNY)

Dr. Robert Messina  
Acting Provost & Senior Vice President
Borough of Manhattan Community College

Lehman College (CUNY)

Dr. Anny Morebel-Sosa  
Provost and Senior Vice President for Academic Affairs
Lehman College

Cynthia Karasek  
Professor & Chair
Borough of Manhattan Community College

Dr. Herbert Broderick  
Professor & Chair
Department of Art at Lehman College
Appendix L

ANIMATION PROGRAM INTEREST SURVEY
Media Arts Survey to Assess Interest in Animation & Motion Graphics Major

The purpose of the survey for the MEA department is to assess the students’ interest in a new Animation and Motion Graphic program at the college. In the 100-level courses in MMA, MMP and VAT, 64% of the students have taken 15 credits or fewer. Among the students in the MMA and VAT 200-level courses, 91% have more than 16 credits.

According to the count of students interested in such a program, over 90% expressed interest. Sixty-one percent were extremely interested. In addition 96% of those responding say that they definitely or maybe plan to continue their studies at a 4-year college, with 68% saying they definitely plan to continue. However, this may not be at CUNY. Among the students surveyed, 38% definitely plan to remain in CUNY, with another 46% maybe plan to stay in CUNY. Of those definitely planning to continue their studies, 41% plan to continue them at CUNY. Of all the students, 28% plan to continue their studies and remain in CUNY.

Many of the students would plan to earn a 4 year degree within Media Arts. One would argue this because 82% of the students mark this choice as there answer. However, several of the students did mark more than one choice. The runners-up of the students’ choice would be Arts/Humanities and Communications, which both captured 8% of students. In addition, students wrote in these “other” responses, many of which relate to media arts:

- Animation
- Architecture
- Asian/American Studies
- Audio Productions
- Computer Animation
- Film Production
- Film/Theater
- Filming/ TV Prod.
- Game Programming
- Illustration/Animation
- Music/Audio Engineering
- Video Arts
- Video Arts & Technology
- Video game design
- Web Development
Listings from Entertainmentcareers.net:

1. 3D Animator/Artist

WWE – Posted by brett.armour@wwecorp.com – Stamford, Connecticut, United States

Job Description

Qualifications:

- Designing Graphics for the Network Launch
- Building/designing 3d Logos and Environments from start to finish. This would include: modeling, texturing, lighting, rigging, animation, rendering and compositing on various projects.
- Projects would include: network launch, pay per views, domestic shows, International and Promotional packages.
- Heading up projects as a lead designer both creatively and productively, meeting tight deadlines.
- Communicating and collaborating with Directors, Producers and Production staff.

Qualifications:

- Degree in 3D animation/graphic design a plus
- Must be very creative
- Minimum of 2-3 yrs experience in designing High-end 3D graphics for Broadcast television.
- Must be proficient in Maya, After Effects, Adobe Suite
- Must be able to handle multiple, simultaneous projects and meet tight deadlines
- Solid designer with quick turnaround skills
- Excellent communication skills and team player
- Must be able to work flexible hours

How to Apply


Job Categories: Motion Design, Job Types: Full-Time, Job expires in 30 days.

WWE

3D Animator/Artist

WWE Stamford, CT

Posted: November 4, 2013

Full Time Job

WWE, one of the most recognized brands and a leader in global sports entertainment seeks a 3D Animator/Artist to join our team of graphics professionals. This position will be responsible for designing and animating 3D on-air graphics for Raw, SmackDown, NXT, Superstars, Main Event, Evergreen, Promos, Home Video and Pay Per Views.

Responsibilities:
• Building/designing entire 3d Logos and Environments from start to finish. This would include: modeling, texturing, lighting, rigging, animation, rendering and compositing on various projects.
• Working on projects including Pay per views, domestic shows, International and Promotional packages.
• Heading up projects as a lead designer both creatively and productively, meeting tight deadlines.
• Communicating and collaborating with Directors, Producers and Production staff.

Qualifications:
• Degree in 3D animation/graphic design a plus
• Must be very creative
• Minimum of 2-3 yrs experience in designing High-end 3D graphics for Broadcast television.
• Must be proficient in Maya, After Effects, Adobe Suite
• Must be able to handle multiple, simultaneous projects and meet tight deadlines
• Solid designer with quick turn around skills
• Excellent communication skills and team player
• Must be able to work flexible hours

PLEASE INCLUDE A LINK TO AN ONLINE REEL WITH YOUR APPLICATION

Additional Information
WWE is a publicly-traded, global entertainment company with more than 700 employees whose mission is to put smiles on people’s faces. WWE’s PG, family-friendly programming is broadcast in more than 150 countries and 30 languages and reaches more than 650 million homes worldwide. In 2012, WWE had nearly $500 million in revenue, generated by Television Licensing and Programming, Pay-Per-View, Digital Media, Film, Publishing, Live Events, Sponsorship, Consumer Products and International Businesses. Other business units include Television Production, Talent Management and Development, Marketing, Creative Services, Communications, Finance, Human Resources, and Legal. WWE’s flagship program, Monday Night Raw, is consistently a top-rated program on cable and is the number-one rated program on USA Network. Friday Night SmackDown has been the number one rated show on Syfy since its debut in 1999. In 2012, WWE expanded its television programming to include WWE Main Event on ION Television and WWE Saturday Morning Slam on The CW.

WWE is a global leader in social and digital media with more than 160 million social media followers and nearly 13 million monthly unique visitors to WWE's website. In 2012, WWE was named one of the most “social” brands by Forbes. The WWE app delivers a revolutionary second screen experience and has been downloaded nearly six million times in more than 200 countries. Recent content deals with Hulu Plus, Yahoo, YouTube and Xbox Live have also further enhanced our reach and engagement with our passionate fan base.

WWE is committed to leveraging the power of its brand and platforms to help address important social issues worldwide including diversity and inclusion, education and military support as well as providing hope to those in need. For more information on our corporate social responsibility programs visit our website.

WWE is a fast-paced, entrepreneurial environment and we encourage all employees to treat every day like it’s your first day on the job, share new ideas, ask questions, be resourceful, and, of course, have fun!

2. Designer/Animator

CBS News New York, NY

Posted: October 1, 2013 more jobs like this More from this Employer
**Freelance Job**
CBS News seeks Freelance/Fulltime VizRT Designers/Animators to create informational motion graphics for daily newscasts. Applicants should possess a minimum of five years design experience in broadcast graphics and thrive in a high pressure on-air environment. Successful candidates should expect to work all shifts, with possible overtime, including weekends and holidays, when necessary, in-house only. Replies should include a full resume or curriculum vitae, your website URL or a DVD of your work samples

**Job Code:** 13792BR

---

**Listings from Mandy.com:**

4. **Vacancy:** Illustrator/Animator  
**Employer:** The Bindery, LLC  
**Location:** Manhattan  
**Duration:** 20 days, starts December (TBD)

We are looking for talented freelance illustrators and animators who have an eye for the bright and playful—saturated colors, simple shapes, clean lines, and characters with uncomplicated facial features are the name of the game for this project.

Applicants must be able to quickly develop design ideas in collaboration with other artists, and take direction from the project’s producers.  
Work will commence during the month of December. Specific dates TBD.

Requirements:  
* Extensive knowledge of Adobe Illustrator and Photoshop  
* Knowledge of Adobe After Effects preferred.  
* Commuting distance to Manhattan a plus.

Please reply with a resume and portfolio of work!

Salary: Pay: $450/Day

Contact us: Please reply with a cover letter, resume, and portfolio of work!

**Apply to:** Michael Goldberg

Applications only via this form.

Ad created by User J161798 on 21 Nov 2013. Expires: 11 Dec 2013. [edit/stop this ad]
5. 
Vacancy:  **Lip sync/character animation**

Employer:  **How Animation**  
           **Manhattan**

Location:  [view map]

Duration:  **Contract work, starts ASAP**

We are an educational animation company looking for a Lip sync/character motion animator efficient in After Effects CS6 or Flash CS6.

We are a fun group of creatives who are passionate about the project. And hope to find someone who

We are a fun group of creatives who are passionate about the project. And hope to find someone who is passionate about it as well. Applicants must be hard working, focused and willing to work in a fast-paced environment. Our offices are located in Times Square, yet applicant can also work from home. You must have your own equipment.

**Apply to: Media Manager**

Applications only via this form.

Ad created by User **1254401** on 19 Nov 2013. Expires: 9 Dec 2013. [edit/stop this ad]

6. Vacancy:  **Animator**

Employer:  **Melodramatic Eagle Productions**  
           **New York City**

Location:  [view map]

Duration:  **6 months, starts 12/1/13**

We are looking for 3 unique animators for an animated video art project by an award-winning artist.

Animators will be responsible for designing and animating 3-6 pages of the script dealing with the future of art in space. Animation will include a range of locations, mostly science fiction oriented, with a focus on a near and far future aesthetic, in an "Adult Swim" type style. Reference points include "The Boondocks," "Metalocalypse," or "Deep Space 69."

Candidates must be able to work on their own with direction from the artist, provide conceptual rough drafts, and meet
strict deadlines. There is a set release date for the project that has to be met.

Compensation will range from $7,000-$10,000 depending on which portion of the script you are contracted to work on. This is a Freelance position, and payment will be remitted as such.

Please provide a show reel or samples of previous work to the email below. Please do not respond without a reel or samples.

Thank you, and enjoy the rest of your day.

**Apply to: Paul Myers**

Applications only via this form.

7. Vacancy: **Art Director, Motion Graphics**

Employer: **Spark, division of McMurry/TMG**

Location: **New York City**

Duration: **20, starts immediately**

We are currently seeking a full-time Art Director, Motion Graphics to lead and bring out the best in a team of designers and motion graphic artists. You will be responsible for ensuring that Spark’s design standards are exceeded, for managing, designing and updating the company’s visual brand across a wide range of projects and for the visual interpretation of our clients’ projects. You must have 5-7 years of solid experience as a director and client-facing creative lead and have a proven track record of creating, designing and selling ideas that win business.

Experience designing and creating broadcast quality motion graphics for both standard and unusual screen sizes and shapes is a must. You must also be adept at juggling multiple projects, excel in a fast-paced deadline driven environment and understand the art of telling a story and conveying a message by combining motion graphics, video, and music within budgetary and time sensitive parameters.

You must be proficient in AfterEffects, Photoshop, Illustrator, InDesign and have a working knowledge of Cinema 4D.

Key responsibilities include

- Generate and present design and creative thought leadership on behalf of the company.
- Possess the presence and experience to interact at the executive level, developing and maintaining client relationships.
- Create and present concepts, boards and style frames to clients.
- Lead client creative reviews and serve as the client-facing creative lead on projects.
- Direct live action, animation and effects driven content.
- Ability to facilitate brainstorming sessions geared toward specific client solutions.
- Work closely with Creative Directors and Producers to accurately estimate and manage project budgets and schedules.
Review all client proposals.
• Understand and apply current design and animation trends.

Required qualifications / skills

• 5-7 years experience as a client-facing creative lead for video content projects.
• BFA or BA degree with emphasis on motion design.
• Deep understanding of fundamental visual design principles.
• Strong design and typographic sense and thorough knowledge of motion graphic design and post-production workflows.
• Highly organized, self-motivated and able to adapt to changing priorities and strict deadlines.
• Excellent written, verbal and presentation skills.

How to Apply

Please submit a brief cover letter, resume, and salary requirements, along with a digital link to your current reel via this link - http://tinyurl.com/bs687r8.

Applicants must also have professional references available. New York City area residents only. Snail mail, phone calls or drop-ins will not be considered. Submissions without a cover letter will not be considered.

Apply to: Anita HIldreth

Ad created by User 905993 on 18 Nov 2013. Expires: 8 Dec 2013. [edit/stop this ad]

8. Vacancy: 2D Illustrator

Employer: Dream Rush Productions

New York City

Location: [view map]

Duration: Up to one month, starts ASAP

Payment is on a low paid basis.

Looking for a 2D illustrator to work in a pitch book for an animated series. We will need a conceptual art for the main characters and landscape in the lines of The legend of Korra.

Payment will be negotiated during meeting.

Apply to: Muriel

Applications only via this form.

Ad created by User 1170916 on 18 Nov 2013. Expires: 8 Dec 2013. [edit/stop this ad]
Posted on Motionographer.com:

9. UI Motion Design Artist

2K Games – Posted by Betsy Ross – Anywhere  (This means the Motion Designer can live anywhere)

Job Description

UI Motion Design Artist

SUMMARY:

Visual Concepts Entertainment (2K Sports), the developers of critically acclaimed NBA2K franchise is seeking UI/Graphic Design talent to join our talented studio in Novato, northern California. We’ve earned back-to-back metacritic scores of 90+ for several years and we’ve only been looking upwards. If you are a motion designer who knows the importance of visual communications using motion, and you want to find ways to see your designs organically develop into dynamic 3D motion graphics, we think you should do us a favor and contact us! Oh and, no we don’t always just use metallic chrome in sports.

RESPONSIBILITIES:

- Using Maya to implement UI and motion graphics into the game engine.
- Work closely with the Art Director and leads to design creative assets for proposals.
- Turn loose static designs into a moving masterpiece using our advanced game shaders.
- Work with Art Director/Lead Artist to ensure artistic unity with the entire project
- Focuses on creative quality, speed and accuracy with a strong emphasis on design.
- Having a flexible approach and able to re-prioritize based on the needs of the production pipeline is key. Main priorities will include producing creative mockups for proposals, and creating assets for in-game.
- Notice modern TV broadcast style trends to adapt and push them further.
- Know how to take and offer constructive criticism. Ability to take direction well.
- Interface with design and engineering to implement final art into the game engine.

QUALIFICATIONS:

- Comfortable working with Maya or similar 3D animation application.
- Education in Graphic Design or related discipline.
- Minimum of 1-2 years experience in design and production for motion graphics.
- Skills in all programs: Photoshop, After Effects. Premiere, Maya or equivalent.
- An eye for typography, print and video and how these translate to motion graphics.
• Ability to work under pressure and manage multiple projects and deadlines in a fast-paced environment.
• Excellent communication skills and attention to detail.
• Be able to Concept and Design moodboards for different teams and producers
• Organize assets and create dynamic animations.
• Use appropriate motion design techniques.
• Perform several projects simultaneously but maintaining the quality of the work.
• Organized and detailed. File and material names mean a lot to you.
• Able to respond elegantly to difficult creative changes, often late in the process
• Self-Motivated towards solving creative problems

SKILLS:

• Practicing knowledge of hard surface modeling, after effects animation and compositing, flash prototyping a huge plus.
• Knowledge of any scripting language a huge plus.
• 2+ years game industry experience using perforce and testtrackpro. Troubleshooting.
• Illustration or Fine Art Background
• Watches any league sport
• Is an avid gamer. we make games and we also play them!

To Apply -

https://ch.tbe.taleo.net/CH09/ats/careers/requisition.jsp?org=GAMES2K&cws=42&rid=709

11. Broadcast Graphic Artist

NBC Universal – Posted by gfxHire – Anywhere

Job Description

The Tonight Show Starring Jimmy Fallon is looking to hire a mid-level graphic artist. For the right candidate this will become a long-term full-time position. Our graphics department is responsible for creating an enormous amount of work daily. We are looking for someone with advanced skills, refined tastes and the ability to work at varying speeds. The environment is fast paced, but also lots of fun.

The ideal candidate will have:

• A minimum of 3 years broadcast graphic experience
• Expert skills in Photoshop, After Effects and Illustrator
• Good Cinema 4d design and motion ability
• Expertise in a wide variety of disciplines including design and typography, compositing, and animation

How to Apply

Please send:
• A cover letter explaining why you think you’d be a good fit for our show.

• A current resume

• Link to an online portfolio/reel

TO:

Joel: GFXHire@gmail.com

**Job Categories:** Motion Design. **Job Types:** Full-Time. **Job expires in 17 days.**

12. **Freelance Motion Graphics Designer**

NBC Universal, New York, NY – Posted by motiondesignerposting – New York, New York, United States

**Job Description**

**Requirements:**
- Design and execute on-air graphics ranging from editorial support, series title animations, still graphics, logos, show opens and animated packages.
- Exceptional sense of design and typography with attention to detail.
- Ability to work and deliver content in a live fast-paced broadcast news environment with extremely tight deadlines.
- Ability to communicate with clients and work with a team of designers.
- Minimum of 3 years network or broadcast experience.
- This is a 24Hr., 7 day/week news environment; you must be willing to work weekends.

**Expertise in the following applications:**
After Effects, Cinema 4D, Photoshop, Illustrator
Knowledge of: Curious and Google Mapping systems a plus

**How to Apply**

Interested candidates please attach to your email, a resume, link to a reel and your daily rate.

**Job Types:** Freelance. **Job expires in 12 days.**

13. **Entry level motion graphics artist**

Editorial/Finishing/Graphics Company – Posted by SNCrewcuts – New York, New York, United States

**Job Description**

Seeking an entry-level motion graphics artist with strong Cinema 4D and After Effects skills to work under and learn from our lead motion graphics designer. This position requires a motivated individual looking to break into the
design/visual effects world by demonstrating dedication and a strong work ethic.

We are looking for someone who will take initiative, and will always try to go above and beyond for every task. Candidates must have great communication skills, take direction well, and be able to work on a tight deadline. We are also looking for someone who will be willing to work late nights & weekends if need. Detailed oriented is a MUST!

We offer a unique opportunity to grow within our company that prides itself on promoting from within.

We also have an attractive benefit package that includes a comprehensive health and dental plan, matching 401k plan, paid holidays and vacation.

**How to Apply**

Please send your resume to GraphicArtistNeeded@yahoo.com

**4. After Effects Artist / Final Cut Editor**

Burke Wood / Burkewood Creative – Posted by burkewood – Princeton, New Jersey, United States

**Job Description**

Seeking an experienced After Effects artist who knows Final Cut…. for the kind of compositing seen on our website. Typography skills a must. We are not looking for movie type of effects/compositor. Must be able to work in Princeton New Jersey.

Must be creative, fast, good, a self starter, able to take a project and run with it, easy to work with, willing to work hard, a non-smoker.

**How to Apply**

Send a link to your demo reel as well as resume and salary requirements.

*Job Categories: Motion Design, Job Types: Full-Time, Job Tags: after effects, editor, final cut, and premiere*
expires in 2 days.

Animation World Network (awn.com) listings:

15. HTML5 Game Developer

Job ID: 14546589

Position Title: HTML5 Game Developer

Company Name: Publishers Clearing House

Job Function: Programmer / Engineer

Location(s): New York, New York, United States

Posted: November 1, 2013

Entry Level: No

Job Type: Full-time

Min Education: BA/BS/Undergraduate

See more at:
Appendix N

FACULTY MEETING MINUTES
BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

Minutes: Media Arts and Technology monthly Meeting
December 14, 2011


Call to Order: Cynthia Karasek convened the meeting at 2:00 PM.

The following topics where discussed:

- Minutes from November meeting were approved.
- Cindy and Phil presented the curriculum of the new Animation program (Animation and Motion Graphics). Phil presented the final version of MMP 250. Following a motion to vote, the new Animation program passed unanimously.
- Iyana Titus, director of affirmative action and compliance officer, visited to discuss equal opportunity policies and practices relevant to the upcoming hiring of two MEA additional faculty members.
- Carol will photocopy all applicants’ resumes and distribute to P&B members. P&B members will meet in January 13 to go over resumes and will meet again on January 26 to interview selected candidates. The deadline for providing VP Bragg with three candidates for the VAT faculty position is February 15.
- Cindy reminded all to give to the MEA fund. She provided the relevant forms and explained how to accomplish it online.
- Chris, Jody and Cindy are working on a PVN for a new MMP faculty line.
- President Pérez gave 3 more reassigned hours to departmental chairpersons. Cindy will ask to transfer these 3 hours to the deputies.
- Midterm report for provost: Cindy will include the following issues: our objections to the Pathways initiative, our plans with John Montanez for a TUEs/NSF grant application, this semester’s Scripp Media career event, and the delay in the final approval of our A.S. curricula.
- Shari reported from the college-wide Strategic committee: the committee is dedicated to promoting faculty success. One idea raised by the committee is to create podcasts of TLC events. The committee asked faculty to come up with suggestions of faculty professional development opportunities. Suggestions raised in this meeting included funding of professional conferences and high level professional training. There was no interest in a college-wide listserv but a departmental, or topic-focused, listserv could be helpful.
- MEA faculty will request to replace their desktop computers with the 2 y/o Mac towers from the media center.
- Adjournment: The meeting adjourned at 4:00 PM.

Respectfully Submitted,

Revital Kaisar
Secretary
Present: Jody Culkin, Revital Kaisar, Cynthia Karasek, Susannah Marsh, Shari Rothfarb Mekonen, Chris Stein, George Stevenson, Philip Weisman

Call to Order: Cynthia Karasek convened the meeting at 2:00 PM.

The following topics where discussed:

- Minutes from November meeting were approved with one modification.
- Phil is our departmental representative on the Pathways committee that is currently setting the general education requirements. Chris is charge with assessment.
- The Pathways Initiative requires that all core courses will be given as 3-credit classes. The curricula of MEA programs will have to change to accommodate the changing number of credits.
- Phil reported that Dean Wong stated that all courses with prefixes of VAT and MMP wouldn’t be considered as liberal arts courses. Phil will ask Dean Wong if a new prefix would allow those MMP and VAT classes that we consider equivalent to liberal arts courses to fulfill general education requirements.
- All courses that belong to the predefined buckets will have to satisfy the student learning outcome requirements of that bucket. Syllabi will have to be revise to reflect it.
- The 5 buckets of courses have to be approved by the committee and enforced university-wide.
- Discussion on how some classes can fit into one of the buckets.
- Zannah, Phil and Chris will go over the syllabi of those MMP and VAT courses that we consider liberal arts and suggest changes that will qualify them for one of the buckets.
- Phil will email Dean Wong to ask about the status of our A.S. degrees application.
- 2nd vote on animation program: Phil made a motion and the program passed unanimously. Included in the proposal was a new course ANI 402.
- The P&B is still deliberating on the selection of candidates for the VAT line and is expected to make a selection of the final three candidates by next week. Search for a new faculty member for the new MMP line is on the way.
- Release time update: President Pérez clarified that different departments have different needs for release time and that he would speak with each department separately on the issue.
- Facilities: According to Scott Anderson, once the move to Fiterman Hall is on the way, faculty members remaining in the Chambers Street building will get bigger rooms that they will share with two or three other faculty members. Everybody in the Chambers Street building will get new furniture. The move to Fiterman will start in June.
- CUNY media workshop: The MEA department will invite departmental chairs of media related departments from across CUNY to a meeting in order to start and disciplinary council. Being active in a CUNY disciplinary council could help us articulate our programs and courses with CUNY’s 4-year colleges. Jody will set up a meeting in late March on a Friday at about 12-1:30 PM. Cindy will ask VP Bragg to approve the meeting
- We will seek the recommendation of the MEA steering committee to have our labs professionally designed to meet our students’ needs.
• Cindy suggested organizing a Documentary screening series that takes place two nights a semester and that features the filmmakers as well. Three films will be screened, including Shari’s and George’s films. George is assigned to organized the events.
• A new MMP colloquium is planned: Jody suggested focusing on mobile app design. Susannah will moderate the event.
• We will get the six Mac towers from the media center. All present agreed that laptops loaded with the software taught in class are far more helpful and practical than desktop computers and will enable faculty to keep up with new versions of software application. Shari will raise the issue in the Faculty Success Committee.
• Jody informed that one of her students will be working on an honors project that consists of designing a WordPress website for the MEA department.
• Phil announced that next Monday equipment will be available for check out for students in the VAT production classes. Equipment was not available the beginning of the semester due to re-writing of the checkout policies.

• Adjournment: The meeting adjourned at 4:00 PM.

Respectfully Submitted,

Revital Kaisar
Secretary
Minutes for Media Arts & Technology Monthly Departmental Meeting
April 9, 2014

The meeting was called to order at 2:20pm.

In attendance: Carol Basuru, Jody Culkin, Jon Dash, Janet Esquirol, Revital Kaisar, Cynthia Karasek, Shari Mekonen, Anna Pinkas, Katie Reifman, Chris Stein, George Stevenson, Savanna Washington, Phil Weisman

1. The faculty unanimously approved the amended March 12, 2014 minutes.

2. The faculty discussed the courses that will be taught over the summer. These include VAT 100, MMP 100, VAT 171 and MES 152. We also discussed the electronic student evaluations of faculty.

3. Cindy gave an update on the Animation program’s progress. Lehman’s Curriculum Committee has passed the articulation agreement. We need to present the program to BMCC’s Curriculum Committee on May 14. Then, it goes to the BMCC faculty senate.

4. Regarding our Citi Tech articulation agreement for their Art & Design BA, this needs to be reworked with Maria Guilianni to accomodate Pathways changes for our MMA students. We also need to follow up to see if we can articulate with Citi Tech for our MMP students.

5. We discussed the MM curriculum errors appearing on the BMCC website as well as on Degreeworks:
   - ART 113 is not showing up as a requirement for MMA on the website.
   In Degreeworks, ART 100 is appearing as required but MMA 100 is not. This needs to be changed ASAP, as registration is happening now. Revital will talk to Christina Leiv.
   - ART MMA upper level courses, including ART 215, 225, 235, should be administered by our dept. They are still being posted as Art dept. courses, not as cross-listed.
   Dean Wong needs to meet with Art Dept. ASAP to make these changes.

6. Phil gave the course assessment report. We need to update previous course assessment outcomes (from 2011). These assessments can be statistical as well as narrative.
   - Course assessments for MES 152, MES 140, and VAT 153 are being completed.
   - The plan is to complete them for Middle States by Fall, 2014.
   - We need to have some evidence to support course changes. These need to be done by the end of semester to present to Dean Wong.
   - We need to have a timeline to complete all of our courses.

7. Full time faculty report sheets need to be completed ASAP.
8. Cindy gave the facilities report. She is trying to get Apple computers for all of the faculty.
   - Savannah will write a list of camera equipment needed for VAT production classes.
   - Carol will speak to Jeff Jones regarding audio equipment needed. Cindy will give these lists to John Gallannergh by the end of semester.

9. Chris updated us on the status of the Fiterman labs. F1001 is a MAC lab that no one is using. Cindy will talk to Scott about changing lab rooms for our classes.
   - Chris also discussed Fiterman server problems for classes. He wants students to have their own domain names and servers set up through the school. We also need to set up data storage systems & network control for each class for presentations, etc.
   - Cindy and Chris will meet with Amish ASAP regarding needs assessment. Chris will follow through over the summer.

10. P & B report: Cindy reported that the Provost search is finished and Karrin Wilks has been hired. Our MM & VAT candidates still need to be interviewed by the Provost. We also need to hire more CLTs ASAP.

11. Old & New Business:
   - Cindy made a motion to change course number MMP/VAT 401 to ANI 401. The faculty unanimously approved this course number change.
   - Cindy reported that our student events fund is depleted. Faculty need to donate to the fund through the BMCC website.
   - George recapped the filmmakers screenings series. We discussed ways to build audience numbers including website interviews of the filmmakers.
   - Janet will be our PR liaison to Barry Rosen for the BMCC website for our events.
   - Phil gave the VAT club and MEA festival update. The VAT club wants to do their own festival. We decided not to have an MEA festival. Cindy suggested we give out VAT and MM student awards during the Convocation.
   - Carol showed everyone the chosen MES 152 textbook, “Introduction to Media Production” by Musburger & Kindem. This book will be used in MES 152 until a new textbook can be written by the MEA faculty.

12. Cindy discussed multiple positions forms for teaching summer classes.

13. Carol gave the upcoming CETLS events.

   The Talk will be held on April 23. This is an Art Dept. /MEA Dept. joint event.

The meeting was adjourned at 4:30pm.
BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

Curriculum Proposal

COURSE REVISION

1. Name of Department: Media Arts and Technology

2. Name and Number of course: MMP/VAT 401 Introduction to 3-D Animation

3. This course is being withdrawn. (Go to 5)

4. X Course revised. Check appropriate items.
   X Change course number from MMP/VAT 401 to ANI 401
   Change course title from ____________________________ to ____________________________
   Change course hours from ________ to ________
   Change course credit from ________ to ________
   Change basic skills requirements from ____________________________ to ____________________________
   Change prerequisites from ____________________________ to ____________________________
   Change corequisites from ____________________________ to ____________________________
   Change course description. Attach a copy of old and new description.

   Other (Specify): ____________________________

5. Reason(s) for change(s): New ANI Curriculum removes need for cross-listing

6. Date effective: Fall 2014

***************************************************************************************************************

Signatures

1. ____________________________ 5/6/14
   Department Chairperson of Program Director

2. ____________________________ 5/6/14
   Scheduling Officer ( Advised as to Course Code)

3. ____________________________ 5/6/14
   Dean of Academic Affairs (Advised as to format)

4. ____________________________ Date
   Chairperson of Curriculum Committee
BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

Curriculum Proposal

NEW COURSE

Attach proposed course syllabus to this form. Also attach a copy of the course description as it will appear in the catalog.

1. Name of Department: Media Arts and Technology
2. Name of New Course: 3-D Animation Projects
3. Course Number: ANI 402
4. Prerequisites: ANI 401 Introduction to 3-D Animation, ENG 101
   Corequisites: MAT 150, or 160, or 206,

Basic Skills:

5. Hours per week: 4 Lecture: 2 Lab: 2
6. Credits: 3
7. Course is required in the following curricula: ANI, Animation Motion Graphics

8. Will special materials, space, and/or equipment be required? X Yes ____ No

9. Course articulation with the senior college(s): __Lehman College___________
   Attach copy of letter(s) of support from senior college(s)

10. Estimated enrollment per semester: 25-50
11. Date effective: Fall 2014

******************************
Signatures
1._________________________ 5/16/14
   Department Chairperson or Program Director
   ____________________________ 5/16/14
   Scheduling Officer (Advised as to Course Code)
   ____________________________ 5/16/14
   Dean of Academic Affairs (Advised as to Format)

4._________________________ 
   Chairperson of Curriculum Committee

Date
Date
Date
Title of Course: **3D Animation Projects**

**ANI 402**  
Tues–Thurs 5:30-7:15pm Room S306

Semester: Fall 2014

Instructor Information:
Prof. Cynthia Karasek  
Phone: 212-220-8101  
Office # S622  
Email: ckarasek@bmcc.cuny.edu

Class Hours: 2  
Laboratory Hours per Week: 2

Credits: 3

Course Descriptions:  
This course follows ANI 401. Students will use an advanced CGI program, to make original animations in a three-coordinate space. Students will model three-dimensional objects and choreograph scenes, controlling character movement, lighting, sound, and camera direction. Small groups will produce short animations. Special attention will be paid to intermediate techniques, such as animating phonemes, rigging soft bodies, and adding dynamic fields. Compositing and post production workflow for proper rendering will be included in this course.

Basic Skills:

Prerequisites: ANI 401, ENG 101

Corequisites: MAT 150, or MAT 160, or MAT 206

<table>
<thead>
<tr>
<th>Course Student Learning Outcomes (Students will be able to...)</th>
<th>Measurements (means of assessment for student learning outcomes listed in first column)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Demonstrate knowledge of Core concepts: the 3 coordinate environment, keyframes and time based design, compositing basics</td>
<td>2. Student homework Assignments requiring facility implementing core concepts.</td>
</tr>
<tr>
<td>3. Demonstrate familiarity with the CGI program interface,</td>
<td>3. Assigned work performed during class-time and homework assignments</td>
</tr>
<tr>
<td>4. Intermediate modeling of objects in space, using polygons, patches, and NURBs, editing objects</td>
<td>4. Midterm project</td>
</tr>
<tr>
<td>5. Create surfaces: understanding lighting, shaders, and textures</td>
<td>5. Midterm Project</td>
</tr>
<tr>
<td>6. Program camera movement and framing of animated scenes. Create and edit a sound-track.</td>
<td>6. Midterm project with sound track, Final project with sound track(s)</td>
</tr>
<tr>
<td>7. Work in small groups to plan an animated Short.</td>
<td>7. Final Project, Assignments for handing in project documents weeks 8-14</td>
</tr>
<tr>
<td>8. Plan a project; develop characters and make storyboards and project documents</td>
<td>8. Midterm and Final Project, character reviews, and project documents.</td>
</tr>
<tr>
<td>9. Utilize key concepts in kinematics and rigging</td>
<td>9. Midterm and Final Project</td>
</tr>
<tr>
<td>10. Demonstrate skills Rendering, compositing, and editing sequences in Avid or Premier as needed</td>
<td>10. Midterm and Final Project</td>
</tr>
</tbody>
</table>
Below are the college’s general education learning outcomes, the outcomes that checked in the left-hand column indicate goals that will be covered and assessed in this course. (Check at least one.)

<table>
<thead>
<tr>
<th>General Education Learning Outcomes</th>
<th>Measurements (means of assessment for student learning outcomes listed in first column)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication Skills- Students will be able to write, read, listen and speak critically and effectively</td>
<td>Student midterm and final presentations; writing and pitching treatments and scripts.</td>
</tr>
<tr>
<td>Quantitative Reasoning: Students will be able to use quantitative skill and the concepts and methods of mathematics to solve problems.</td>
<td>Student homework assignment: calculating timecode, manipulating vector graphics, understanding 3-d geometries.</td>
</tr>
<tr>
<td>Scientific Reasoning- Students will be able to apply the concepts and methods of the natural sciences</td>
<td>Programming and controlling fields of simulated gravity and fluid dynamics.</td>
</tr>
<tr>
<td>Social and Behavioral Science- Students will be apply the concepts and methods of the social sciences</td>
<td></td>
</tr>
<tr>
<td>Arts &amp; Humanities- Students will be able to develop knowledge and understanding of the arts and literature through critiques of works of art, music, theatre and literature.</td>
<td>Animating stories involves drawing, painting, storytelling, theatrical direction, lighting and sound design, and simulated sculpture.</td>
</tr>
<tr>
<td>Information &amp; Technology Literacy- Students will be able to collect, evaluate and interpret information and effectively use information technologies.</td>
<td>This is a high level technology course. Complex computer simulation applications are required.</td>
</tr>
<tr>
<td>Values- Students will be able to make informed choices based on an understanding of personal values, human diversity, multicultural awareness and social responsibility.</td>
<td>Group work requires cooperation and tolerance. Storytelling often explores the effect of values upon characters and their behaviors.</td>
</tr>
</tbody>
</table>

Required Text: Introducing Maya 2011
Author: Dariush Derakhshani
Publisher: Sybex

Other Resources: Flash drives are required to store assignments and course materials.

Use of Technology (If Applicable): Students will use the Maya 2011 application to design and manipulate graphics for their projects. Projects will be created and stored on a shared Isis network of 140Tb storage.

Evaluation and Requirements of Students:
Class assignments, Homework, and Pop Quizzes: 35%
Midterm Project: 25%
Final project: 30%
Class participation and attendance: 10%
100%

Assignments must be handed in on time. Points will be deducted on work handed in late. Assignments may not be accepted for grading if they are late. In addition to weekly assignments, there will be some assignments to be completed in class in pairs or small groups.
**Outline of Topics:**

| Understanding 3-D Animations | • Analyzing modeling, mapping, motion, and lighting  
• Telling a story, mise-en-scene  
• Critical viewing of existing animations and examples from the historical canon |
| Understanding Maya Tools and Processing | • The interface and tools: skills review  
• Understanding Modeling, Animating, Rendering, Dynamics, Compositing |
| Creating Objects with Maya | • Modeling an object with primitives  
• Working with NURBs, polygons, and subdivision surfaces, patch modeling  
• Mapping textures and shading onto objects, adding dynamics, fields. |
| Animating with Maya | • Planning simple and complex motion  
• Keyframe animation with multiple timelines  
• Intermediate kinetics and rigging  
• Choreographing characters in scenes,  
• Animating phonemes for speech |
| Finishing a Short Project | • Adding Paint effects  
• Working with sound  
• Rendering scenes/ Editing in Avid or similar video editor |
| Planning a Complex Project | • Working in a team, and producing project documents.  
• Compositing in Aftereffects/Editing in Avid or similar video editor |

**Assignments**
- Reading in the text will be assigned and quizzes related to the reading will be set from time to time.
- The first half of the semester will be devoted to animating a short original script. Projects and exercises will be assigned every week to strengthen technical skills, improve productivity, and demonstrate intermediate level effects and workflow. Project documentation will be required.
- Each student will produce a short midterm project with one original character.
- The second half of the semester will be devoted to group projects. Students will work in small groups to produce a script with at least one original character. The final project will be an animated Short of 3-5 minutes including credits. Each student will be responsible for the completion of the group project and for assuming responsibility for particular aspects of the production. Peer evaluations and working documents are required.

**Lessons for 15 Weeks and Final Week**

| 1. Review of Topics on Modeling; primitives and NURBs, surfaces as polygons, subdivisions. Demonstration of patch modeling. Exercise in patch modeling. |
  Discussion of characters and script. Assignment of character drawings. |
Script review and pitch meeting. Review of the 3 act structure and critique of scripts submitted to the class for approval |
4. Review of topic on Dynamics. Understanding terminology: vectors, fields, forces, gravity, mass, fall off, particles, particle generators etc. Exercise on fluid dynamics, making oceans and explosions.

5. Review of Topics on Lighting, Cameras and Virtual cinematography. Lecture on history and examples from the canon. Exercise on tracking through light and shadow and using mental rays.


7. Review of midterm projects. Director notes.

8. Group project is assigned. Screening of 30 second stories to 2 minute stories. Groups develop “favorites” reels and discuss story lines. Writing assignment is described and online groups are put into use. Start with a story and two characters that we care about.

9. Need-to-know lessons begin. Storyboard workshop for 5-7 minutes scripts.


11. Need to know lessons in advanced kinetics and phoneme poses for individual characters.

12. Need to know lessons and lesson in audio recording and editing.

13. Scene reviews, pre compositing with set-pieces and multiple timelines.

14. Rough cut of 5 minutes is due! Lesson on advanced rendering setup with cameras, (lighting, occlusion layers, shadows) and proper documentation.

15. The rendered fine cut of scenes, with audio, is due! Rough sequence (no mix down) is due.

16. Festival of finished "shorts", with titles, credits, and audio mix. Finals are due on DVD and portfolio of animation documents.

**College Attendance Policy**
At BMCC, the maximum number of absences is limited to one more class hour than the contact hours as indicated in the BMCC college catalog. For example, you may be enrolled in a four-hour class that meets four times a week. You are allowed five hours of absence, not five days. In the case of excessive absence, the instructor has the option to lower the grade or assign an F or WU grade. Students, who miss more than four (4) hours of instruction during the semester, are excessively absent and may receive a lower grade, an F, or a WU for the course. Note: three (3) late arrivals to class equal one absence. Attendance requirement will be monitored and enforced.
Tutorial Services-Learning Resource Center
For tutorial assistance with some Media Arts and Technology courses, the Learning Resource Center (S500) is open: Monday-Thursday 9am-9pm; Fridays 9am-7pm; Saturdays: 9am-5pm; Sundays: 11am-4pm
In addition, e-tutoring is available online at www.bmcc.cuny.edu/etutoring.

Academic Adjustments for Students with Disabilities
Students with disabilities who require reasonable accommodations or academic adjustments for this course must contact the Office of Services for Students with Disabilities. BMCC is committed to providing equal access to all programs and curricula to all students.

BMCC Policy on Plagiarism and Academic Integrity Statement
Plagiarism is the presentation of someone else’s ideas, words or artistic, scientific, or technical work as one’s own creation. Using the idea or work of another is permissible only when the original author is identified. Paraphrasing and summarizing, as well as direct quotations, require citations to the original source. Plagiarism may be intentional or unintentional. Lack of dishonest intent does not necessarily absolve a student of responsibility for plagiarism. Students who are unsure how and when to provide documentation are advised to consult with their instructors. The library has guides designed to help students to appropriately identify a cited work. The full policy can be found on BMCC’s website, www.bmcc.cuny.edu. For further information on integrity and behavior, please consult the college bulletin (also available online).

Course Description for Bulletin:
This course follows ANI 401. Students will use an advanced CGI program, to make original animations in a three-coordinate space. Students will model three-dimensional objects and choreograph scenes, controlling character movement, lighting, sound, and camera direction. Small groups will produce short animations.
Dear Cynthia - hope this works. It's been a pleasure working with you. Here's to Marcel! Cheers!

We accept the course ANI 402, 3D Animation Projects, for 3 credits towards the BFA in Studio Art, concentrating in digital imaging.

Sincerely,

Herbert R. Broderick FSA  
Professor & Acting Chair  
Department of Art  
Lehman College CUNY  
250 Bedford Park Blvd. West  
Bronx, NY 10468  
718.960.8885  
herbert.broderick@lehman.cuny.edu