

**Meeting Information**

Date and Time: Thursday, September 20, 2022 at 4:00 pm

Location: Microsoft Teams

Recorder: Kandee Wickboldt

<b>Committee Members Present</b>	<b>Ex-Officio Members/Guests in Attendance</b>
Dr. Jennifer Guerra, Baccalaureate Program Representative	Stephanie Gonzalez
Dr. Hilaire Saint-Pierre, Baccalaureate Program Alternate	Dr. Christopher Nelson
Daniel Cortez, Workforce Education Program Representative	Christina Cavazos
Reynaldo Jasso, Workforce Education Program Representative Alternate	Yolonda E. Jaramillo
Sandra Charles-Garza, Workforce Education Program Representative	Adrian Lozano
Jesus Amaya, Workforce Education Program Representative	Willie Johnson
Ricardo Olivares, Workforce Education Program Alternate	Daniel Cather
Dr. Kevin Peek, Workforce Education Program Representative	Dr. Ali Esmaeili
Todd Meisel, Mathematics Core Curriculum Representative	Saeed Molki
James Blair, Academic Program Representative	Angelita Elizondo Teniente
Patricia Pomares, Academic Program Representative	Christina Cantu
Dr. Wendi J. W. Williams, Academic Program Alternate	Gabriel Pena
Dr. Pramod Lamichhane, Academic Program Representative	Cynthia A. Blanco
Dr. Ludivina Avila, Life & Phys. Sci. Core Curriculum Alternate	Dr. Emma Miller
Nicolas Gutierrez, Academic Program Alternate	Esmeralda Eureste
Dr. JeanMarie Fors, Academic Program Alternate	Dr. Ravindra C. Nandigam
Sharon O'Leary, Creative Arts Core Curriculum Representative	Daniel M. Mendoza
Dr. Annie Parker Liss, History Core Curriculum Representative	Veronica Rodriguez
Dr. Anna Alaniz, Academic Program Representative	Mario Morin
Hector Villarreal, Academic Program Representative	Kandee Wickboldt
Joel Jason Rodriguez, Academic Program Representative	Dr. Theresa M. Garza
Jennifer Knecht, Academic Program Representative	Sonia Cuellarv
Dr. Rebecca Millan, Communication Core Curriculum Alternate	Elizabeth Garcia
Dr. Micah Bailey, Language, Phil & Culture Core Curriculum Alternate	Dr. Enriqueta Cortez
Heaven Mendoza, Creative Arts Core Curriculum Alternate	Antonio De la Cruz
Victor Gomez, History Core Curriculum Alternate	Laura Salas
Colleen Brooks, Academic Program Alternate	Dr. Eric Reittinger
Dr. Aaron Wilson, Academic Program Alternate	Alejandra Cantu
Ron Schermerhorn, Academic Program Alternate	Melissa Gudino
Adan Contreras, Political Science Core Curriculum Representative	Florinda Rodriguez
Fred Cady, Soc. & Behavioral Science Core Curriculum Representative	Javier Reyes
Andrea Clark, Academic Program Representative	Olivia D. De La Rosa
Dr. Sandra Ledesma, Academic Program Representative	Dr. Rachel Sale
Dr. Lydia Bean, Academic Program Representative	Leonel O. Garcia
Dr. Nihan Kayaardi, Soc. & Behavioral Sciences Core Curriculum Alternate	Janet Cortez
Carlo Gonzalez, Academic Program Alternate	Liza Veliz
Jenny Chamberlain, Academic Program Alternate	Marc Hughes
Dr. Jose Sanchez, Academic Program Alternate	Dr. Maria Cervantes
Sharon Rice, Workforce Education Program Representative	Ruby Campuzano
Steven Miller, Workforce Education Program Representative	

<b>Committee Members Present</b>	<b>Ex-Officio Members/Guests in Attendance</b>
Sayda Ruelas, Workforce Education Program Representative	
Jessica Neely, Workforce Education Program Alternate	
Magdalena Handy, Workforce Education Program Alternate	
Dr. Khalid Salmani, Life & Phys. Science Core Curriculum Representative	
Dr. Mehrzad Mahmoudian Geller, Academic Program Representative	

## **Materials Distributed**

- Agenda Packet
- March 24, 2022 CWCC Meeting Minutes
- 2022-2023 College-Wide Curriculum Meeting Schedule
- 2022-2023 College-Wide Curriculum Committee Membership

### **I. Call to Order**

Meeting was called to order by Dr. Micah Bailey at 4:00 p.m.

### **II. Housekeeping Rules**

Dr. Micah Baily discussed the housekeeping rules as follows.

1. All members, ex-officio members and guests must sign in with your name and department in the chat window so we can verify attendance and document for the meeting minutes.
2. Please keep microphones on mute to minimize background noise, and unmute as needed for questions or voting.
3. Remember to state your name when presenting an item or making a motion.
4. This Committee is a voting committee. Only voting members can make a motion and vote. (Alternates may only vote if the representative is not in attendance.)

### **III. Minutes from Meeting of March 24, 2022**

Dr. Micah Bailey requested the committee members to review the minutes from the previous meeting, which were sent via email for revisions or corrections. Fred Cady made the motion to accept the minutes and Steven Miller provided a second. The motion carried.

### **IV. New Business**

#### **A. Role of the Representative and Alternate**

Christina Cavazos presented on the role of Representatives and Alternates to remind membership committee that only voting members may vote and make motions. Alternates should only vote or make motions if the representative is not in attendance at the meeting. Representatives and Alternates should communicate to ensure who will be attending the meeting.

#### **B. Election of the 2022-2023 Committee Chair**

Dr. Micah Bailey opened the floor for nominations for the 2022-2023 committee chair. Dr. Micah Bailey was nominated by Sharon O’Leary and seconded by Joel Jason

Rodriguez. Dr. Micah Bailey accepted the nomination. The committee voted unanimously in favor.

**C. Recognition of Dr. Micah Bailey, 2021-2022 Committee Chair**

Christina Cavazos recognized Dr. Micah Baily and presented him with a Certificate of Appreciation for service as Committee Chair for the 2021-2022 academic year.

**D. College-Wide Curriculum Meeting Schedule**

The meeting schedule was presented within the agenda packet. Committee members were asked to review the proposed dates and notify the committee of any concerns. No concerns were noted.

**E. Informational Item: Continuing Education/Institute of Advanced Manufacturing**

**1. Proposed Patient Care and Administrative Technician Certificate for Continuing Education**

Olivia De La Rosa, Director of Continuing Education, presented this item stating that the proposed Patient Care and Administrative Technician Certificate combines the patient care elements with administrative technician skills. The proposed certificate will have a total of 684 contact hours. Some courses would be eligible to be escrowed for credit towards academic programs such as Patient Care Technician under the Nursing and Allied Health Division. Olivia De La Rosa stated that there is community need from specific employers. This was an informational item therefore no vote was required.

**F. Interdisciplinary Studies Associate of Science**

- 1. Replace “MATH 1414 or MATH 1442 or MATH 2412 or MATH 2413” with Mathematics Elective – Core Curriculum**
- 2. Replace “HIST 1301 or HIST 2327” with American History Elective – Core Curriculum**
- 3. Replace “HIST 1302 or HIST 2328” with American History Elective – Core Curriculum**

Dr. Maria Cervantes presented on this item stating that the revisions are needed to minimize chair approvals to allow for course substitutions and to provide students with more course options for both the Mathematics elective and American History elective.

Dr. Micah Bailey asked for a motion to combine Agenda item F, no.1-3 together. James Blair moved to combine and seconded by Dr. Khalid Salmani. The motion passed.

**Addendum:** Review from the Curriculum Department staff revealed there was no motion to approve item F therefore this will be added to the October meeting agenda for formal approval.

**G. Early Childhood Education Associate of Art**

**1. Addition of DRAM 1310 Theater Appreciation and DANC 2303 Dance Appreciation as additional elective options for the Creative Arts Elective – Core Curriculum.**

Veronica Rodriguez presented on this item stating that the revision is needed to give students additional options by adding DRAM 1310 Theater Appreciation and DANC 2303 Dance Appreciation to the Creative Arts Elective option. The motion to approve was made by Sayda Ruelas and was seconded by Dr. Anna Alaniz. The motion passed.

**H. Learning Outcomes Committee Summary and Liaison Responsibilities**

**1. Learning Outcomes Committee**

- **Purpose:** Provide faculty an opportunity to engage in student learning outcomes processes and serve as a liaison to respective departments in sharing information and providing feedback to the Learning Outcomes Committee, focusing on improvement as required by accreditation standards.
- **Liaison Responsibilities:** Elected liaison will attend and actively participate in meetings, share information with stakeholders, solicit feedback to direct decisions, and develop strategies to improve current practices. If a liaison is unable to participate in a meeting, coordination with the other is needed to ensure representation from each respective area.
- **Liaison Election Process:** Two faculty members nominated from each meta-major and bachelor programs during the fall division meetings. Two College-Wide Curriculum Committee liaisons will be nominated during the first fall meeting. The faculty member with the majority of votes for each area will serve as the primary voting member with a two-year obligation, with the runner-up serving as the alternate with a one-year commitment.
- **College Service Hours per Semester:** up to 40

Yolonda Jaramillo presented for the Assessment Department. Yolonda stated that a new Learning Outcomes Committee was being established which would also include Program Learning Outcomes. She asked that they would like to have two liaisons from the College-Wide Curriculum committee membership and that the current Learning Outcomes Committee is already made up of two liaisons from each Meta-major. The floor for nominations was opened to both representatives and alternates. Mr. Jesus Amaya and Mr. James Blair nominated themselves to serve as liaisons. The motion to approve was made by Dr. Wendi Williams and was seconded by Fred Cady. The motion passed.

**V. Next Meeting Date**

Tuesday, October 18, 2022, via Microsoft Teams. Agenda items are due by Thursday, October 13, 2022. Final curriculum revision deadline for the AY23-24 catalog is November 15, 2022.

**VI. Adjournment**

There being no further business, the motion to adjourn was made by Sayda Ruelas was seconded by Dr. Anna Alaniz. Dr. Micah Bailey adjourned the meeting at 4:28 p.m.