



College-Wide Curriculum Committee Meeting Minutes

Meeting Information

Date and Time: Tuesday, October 17, 2023, at 4:00 pm

Location: Microsoft Teams

Recorder: Stephanie Gonzalez

Committee Members Present	Ex-Officio Members/Guests in Attendance
Dr. Jennifer Guerra, Baccalaureate Program Representative	Christina Cavazos
Alberto Farias, Workforce Education Program Representative	Esmer Eureste
Ana Valladarez, Workforce Education Program Representative	Carlos Tello
Reynaldo Jasso, Workforce Education Program Representative	Dr. Ludivina Avila
Andres Garza, Workforce Education Program Alternate	Melissa Gudino
Dr. Claudia Mercado, Workforce Education Program Alternate	Adrian Lozano
Dr. Paul Gonzalez, Academic Program Representative	Elizabeth Garcia
Dr. Annie Parker Liss, History Core Curriculum Representative	Saeed Molki
Eduardo Pastor, Workforce Education Program Alternate	Dr. Fernando Chapa
Dr. Enriqueta Cortez, Academic Program Representative	Angelita Elizondo Teniente
Dr. Wendi J. W. Williams, Academic Program Representative	Erika Guerra
Angelica Cerda, Academic Program Alternate	Alvaro Ayala
Hector Villarreal, Lang., Phil & Culture Core Curriculum Representative	Dr. Jesus H. Campos
Helen Meave, Academic Program Alternate	Dr. Rachel Sale
Dr. JeanMarie Fors, Life & Phys. Science Core Curriculum Alternate	Carla Balleza
Jeffrey Aquino-Gomez, Life & Phys. Science Core Curriculum Representative	Daniel M. Mendoza
Adan Contreras, Political Science Core Curriculum Alternate	Veronica Rodriguez
Dr. Anna Alaniz, Communication Core Curriculum Alternate	Marc Hughes
Jenny Chamberlain, Academic Program Representative	Kandee Wickboldt
Dr. Kevin Peek, Workforce Education Program Alternate	Victor Valdez
Alexander Burton, Academic Program Alternate	Dr. Nancy Garcia
Dr. Rebecca Millan, Academic Program Representative	Javier Reyes
Steven Miller, Workforce Education Program Representative	Jorge S. Martinez
Judith Sevilla De La Cruz, Workforce Education Program Representative	Dr. Ravindra Nandigam
Victor Gomez, History Core Curriculum Alternate	Yolonda E. Jaramillo
Jessica Schnee, Academic Program Representative	Mario Morin
Sayda Ruelas, Workforce Education Program Representative	Stephanie Gonzalez
Sharon Rice, Workforce Education Program Representative	Richard Wade
Laura Salas, Workforce Education Program Representative	Mark Murray
Fred Cady, Political Science Core Curriculum Representative	Dr. Theresa M. Garza
Dr. Mehran Hassanpour, Mathematics Core Curriculum Alternate	Sara Lozano
Pablo Cortez, Mathematics Core Curriculum Representative	Brittany Leckey
Dr. Lydia Bean, Soc. & Behavioral Science Core Curriculum Representative	Jose Vela
Felisa Saenz, Workforce Education Program Alternate	Christina Cantu
Dr. Juan Ramirez, Academic Program Representative	Cynthia A. Blanco
Joel Jason Rodriguez, Creative Arts Core Curriculum Alternate	Joel Cabrera
Jennifer Knecht, Academic Program Alternate	Dr. Emma Miller
Sharon O'Leary, Creative Arts Core Curriculum Representative	Willie Johnson

Committee Members Present	Ex-Officio Members/Guests in Attendance
Meliton Hinojosa, Academic Program Representative	Dr. Eric Reittinger
Richard Huber, Academic Program Alternate	Dr. Jayson Valerio
Robert Ho, Academic Program Alternate	Jose Olivares-Alarcon
Rolando Gonzalez, Workforce Education Program Representative	
Rommel Garza, Academic Program Alternate	
Ron Schermerhorn, Academic Program Alternate	
Samuel Solis, Workforce Education Program Alternate	
Yolanda Hake, Soc. & Behavioral Sciences Core Curriculum Alternate	
Mario Serna, Workforce Education Program Alternate	
Andrea Clark, Academic Program Representative	
Dr. Ruben Flores, Academic Program Alternate	
Laura Requena, Baccalaureate Program Alternate	

Materials Distributed

- Agenda
- Agenda Packet
- September 19, 2023 - College-Wide Curriculum Committee Meeting Minutes
- 2023-2024 College-Wide Curriculum Committee Membership

Agenda Item

- Call to Order
The meeting was called to order by Dr. Wendi J.W. Williams at 4:00 p.m.
- Housekeeping Rules
Dr. Wendi J.W. Williams discussed the housekeeping rules as follows:
 - 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.
 - Please keep microphones on mute to minimize background noise and unmute as needed for questions or voting.
 - Remember to state your name when presenting an item or making a motion.
 - 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.)
- Minutes from Meeting of September 19, 2023
Dr. Wendi J.W. Williams requested the committee members to review the minutes from the previous meeting, which were sent via email for revisions or corrections. Sharon Rice made the motion to accept the minutes and Dr. Juan Ramirez provided a second. The majority of the committee voted in favor of the motion: 20 in favor / 0 opposed / 0 abstained. The motion carried.

Old Business

College-Wide Curriculum Meeting Schedule

1. Review the November College-Wide Curriculum Meeting option

Dr. Wendi J.W. Williams requested a motion to un-table the “Review of the November College-Wide Curriculum Meeting” item as this item was tabled in the September 19th meeting. The motion to un-table was made by Jenny Chamberlain and was seconded by Sayda Ruelas. The majority of the committee voted in favor of the motion: 21 in favor / 0 opposed / 0 abstained. The motion carried.

Dr. Wendi J.W. Williams presented the two options for the November College-Wide Curriculum Meeting to the committee; November 14th, 2023, or November 21st, 2023. Concerns arose from committee members regarding the reduced amount of time revision requests for AY (Academic Year) 2024-2025 could be submitted before the November 15th deadline, if the November 14th date were selected. Committee members discussed the best date for the November meeting would be the original date of November 21st. Jenny Chamberlain motioned to keep the November meeting for November 21st and was seconded by Sharon Rice. The majority of the committee voted in favor of the motion: 21 in favor / 0 opposed / 0 abstained. The motion carried.

Architecture

1. Replacement of MATH 1414 – College Algebra with MATH 2412- Pre-Calculus Math for the Mathematics Elective - Core Curriculum.

Dr. Wendi J.W. Williams requested a motion to un-table the revision request for Architecture as this item was previously tabled in the September 19th meeting. The motion to un-table was made by Dr. Juan Ramirez and was seconded by Reynaldo Jasso. The majority of the committee voted in favor of the motion: 25 in favor / 0 opposed / 0 abstained. The motion carried.

Mr. Jose Vela presented this item stating that eight receiving institutions offering bachelor's degrees in architecture through the Accrediting Board for Architecture, within the state of Texas, were reviewed regarding the general education requirements for Math and Science. What was concluded was the replacement of MATH 1414 with MATH 2412 would satisfy the prerequisite requirement for the Physics courses needed in the degree plans of the receiving institutions. This revision was deemed to be the best option for students considering the transfer institutions. Mario Morin added that the Mathematics department can administer an internal placement assessment to assist with students qualifying to take precalculus and limit the number of students needing College Algebra which in turn could save them a semester. A question arose from the committee regarding the reduction of the Core Curriculum in the Architectural degree plan. The Architectural degree plan consists of 27 credits of Core Curriculum and 33 hours of Field of Study. Christina Cavazos clarified that a THECB rule allows for a reduced core if the College is adopting the THECB-approved field of study. The motion to approve was made by Sharon O'Leary and was seconded by Sharon Rice. The majority of the committee voted in favor of the motion: 23 in favor / 0 opposed / 0 abstained. The motion carried.

New Business

Mathematics

1. Revision of credit hours to MATH 1442 – Elementary Statistical Methods from 4 semester credit hours to 3 semester credit hours.

Mr. Mario Morin presented this item stating that this change is in coordination with recommendations by the Texas Higher Education Coordinating Board for the Political Science Field of Study which requires a three-credit-hour Statistics course, MATH 1342. Mario Morin added that all programs that were affected by this credit hour change were informed so they could submit revisions, if needed. The motion to approve was made by Dr. Enriqueta Cortez and was seconded by Reynaldo Jasso. The majority of the committee voted in favor of the motion: 23 in favor / 0 opposed / 0 abstained. The motion carried.

Political Science

1. Addition of PHIL 1301 - Introduction to Philosophy to the Political Science Field of Study.
2. Requirement of MATH 1342 – Elementary Statistical Methods for the Mathematics Elective - Core Curriculum.

Mr. Mark Murray presented this item stating that these changes are necessary to comply with the Texas Higher Education Coordinating Board requirements for the Political Science Field of Study through Texas Direct. He added that students would be able to transfer seamlessly to receiving institutions with these implemented changes to the Field of Study. The motion to approve was made by Dr. Enriqueta Cortez and was seconded by Sayda Ruelas. The majority of the committee voted in favor of the motion: 18 in favor / 0 opposed / 1 abstained. The motion carried.

Announcements/Adjournment

Discussion of extension of meetings.

Dr. Wendi J.W. Williams proposed the possibility of extending the College-Wide Curriculum Committee Meeting times from 4:00-5:30 p.m. to allow the committee more time to review and approve revision requests, particularly since the November meeting tends to have the most revisions.

During the discussion of this item, Dr. Wendi J.W. Williams asked for a motion to pause the discussion of the extension of meetings to return to the Political Science agenda item after it was brought to her attention that the committee only approved item no.1 but did not complete a motion to approve item no. 2. A motion to pause was made by Jenny Chamberlain and was seconded by Sharon Rice. The majority of the committee voted in favor of the motion: 22 in favor / 0 opposed / 0 abstained. The motion carried.

Since the item has been previously presented by Mark Murray, Dr. Wendi J.W. Williams asked for a motion to approve item #2. A motion to approve was made by Jenny Chamberlain and was seconded by Dr. Enriqueta Cortez. The majority of the committee voted in favor of the motion: 22 in favor / 0 opposed / 0 abstained. The motion carried.

A motion was made to resume the discussion of the extension of meetings by Jenny Chamberlain and was seconded by Hector Villarreal. The majority of the committee voted in favor of the motion: 22 in favor / 0 opposed / 0 abstained. The motion carried.

Dr. Wendi J.W. Williams continued with the discussion of the extension of meeting times, if necessary. Christina Cavazos added that the quorum would need to be met at the 5:00 p.m. mark to extend the meeting to after 5:00 pm and thus attendance would be taken at that point. The committee asked for clarification on having alternate members or others available to represent or proxy on their behalf. Christina Cavazos reminded the committee that only voting committee members can vote or their respective alternates can vote if they are not able to attend. In addition, any items tabled due to time constraints will be added to the December meeting. The motion to extend the College-Wide Curriculum Committee meeting times to 5:30 pm was made by Dr. Lydia Bean and was seconded by Jenny Chamberlain. The majority of the committee voted in favor of the motion: 20 in favor / 0 opposed / 0 abstained. The motion carried.

Next Meeting

Tuesday, November 21, 2023, via Microsoft Teams

Agenda items are due by Thursday, November 16, 2023. The final curriculum revision deadline for the AY24-25 catalog is November 15, 2023.

There being no further business, the motion to adjourn was made by Sharon Rice and was seconded by Pablo Cortez. Dr. Wendi J.W. Williams adjourned the meeting at 4:58 p.m. The majority of the committee voted in favor of the motion: 23 in favor / 0 opposed / 0 abstained. The motion carried.