



College-Wide Curriculum Committee Meeting Minutes

Meeting Information

Date and Time: Tuesday, December 7, 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
Yolanda Hake, Soc. & Behavioral Sciences Core Curriculum Alternate	Melissa Gudino
Dr. Claudia Mercado, Workforce Education Program Alternate	Dr. Ravindra Nandigam
Dr. Brett Millan, Communication Core Curriculum Representative	Dr. Christopher Nelson
Diana Lucio, Academic Program Representative	Saeed Molki
Eduardo Pastor, Workforce Education Program Alternate	Patricia Pomares
Dr. Enriqueta Cortez, Academic Program Representative	Angelita Elizondo Teniente
Dr. Wendi J. W. Williams, Academic Program Representative	Erika Guerra
Dr. Paul Gonzalez, Academic Program Representative	Alvaro Ayala
Hector Villarreal, Lang., Phil & Culture Core Curriculum Representative	Dr. Jesus H. Campos
Dr. Emmanuel Belena, Academic Program Representative	Dr. Rachel Sale
Mario Serna, Workforce Education Program Alternate	Carla Balleza
Dr. Kevin Peek, Workforce Education Program Alternate	Daniel M. Mendoza
Adan Contreras, Political Science Core Curriculum Alternate	Veronica Rodriguez
Sayda Ruelas, Workforce Education Program Representative	Ronald F. Schermerhorn
Jenny Chamberlain, Academic Program Representative	Kandee Wickboldt
Jorge Fuentes, Academic Program Alternative	Sonia Cuellar
Sharlene Polvado, Workforce Education Program Alternate	Dr. Rolando Longoria
Dr. Rebecca Millan, Academic Program Representative	Javier Reyes
Steven Miller, Workforce Education Program Representative	Jorge S. Martinez
Dr. JeanMarie Fors, Life & Phys. Sci. Core Curriculum Alternate	Daniel Cather
Victor Fonseca, Workforce Education Program Representative	Yolonda E. Jaramillo
Jessica Schnee, Academic Program Representative	Mario Morin
Laura Garcia, Baccalaureate Program Alternate	Stephanie Gonzalez
Sharon Rice, Workforce Education Program Representative	Elizabeth Garcia
Laura Salas, Workforce Education Program Representative	Mark Murray
Fred Cady, Political Science Core Curriculum Representative	James Blair
Dr. Mehran Hassanpour, Mathematics Core Curriculum Alternate	Monica Benitez
Pablo Cortez, Mathematics Core Curriculum Representative	Mariano Alfred Acevedo
Dr. Lydia Bean, Soc. & Behavioral Science Core Curriculum Representative	Jose Vela
Felisa Saenz, Workforce Education Program Alternate	Christina Cantu
Andrea Clark, Academic Program Representative	Cynthia A. Blanco
Joel Jason Rodriguez, Creative Arts Core Curriculum Alternate	Joel Cabrera
Samuel Solis, Workforce Education Program Alternate	Dr. Emma Miller
Rommel Garza, Academic Program Alternate	Jose Vela

Committee Members Present	Ex-Officio Members/Guests in Attendance
Meliton Hinojosa, Academic Program Representative	Jose Olivares-Alarcon
Robert Ho, Academic Program Alternate	Sandra Charles
Dr. Annie Parker Liss, History Core Curriculum Representative	
Sharon O’Leary, Creative Arts Core Curriculum Representative	
Victor Gomez, History Core Curriculum Alternate	
Richard Huber, Academic Program Alternate	

Materials Distributed

- Agenda
- Agenda Packet
- November 21, 2023 - College-Wide Curriculum Committee Meeting Minutes

Agenda Item

- Call to Order
The meeting was called to order by Dr. Wendi J.W. Williams at 4:01 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 November 21, 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. Jenny Chamberlain made the motion to accept the minutes and Dr. Brett Millan provided a second. The majority of the committee voted in favor of the motion: 22 in favor / 0 opposed / 0 abstained. The motion carried.

Information Technology

1. Approval for Proposed Business Applications Occupational Skills Award

Ms. Angelita Elizondo-Teniente presented this item on the proposed Occupational Skills Award that comprises three courses that will be stackable to the existing certificate, providing increased possibilities for obtaining micro-credentials. Ms. Elizondo-Teniente mentioned that the courses are tied to industry certifications and are focused on Microsoft Office Applications.

The motion to approve was made by Jenny Chamberlain and was seconded Dr. Enriqueta Cortez. The majority of the committee voted in favor of the motion: 23 in favor / 0 opposed / 0 abstained. The motion carried.

Advanced Manufacturing Technology

1. Approval for Proposed Manufacturing Technician Occupational Skills Award
2. Approval for Proposed Mechatronics Technician Occupational Skills Award

Ms. Erika Guerra presented on items 1 and 2 together, stating that the first proposed Manufacturing Technician Occupational Skills Award is geared towards a fundamentals technician role, intended for individuals working in various sectors or companies that do not align with the CNC operator role covered in our certificate or associate programs. This envisioned Occupational Skills Award aims to impart essential knowledge in blueprint reading and a comprehensive understanding of the tools and equipment utilized in these certificate and associate degree classes, even for those not proficient with specific equipment.

The second proposed Mechatronics Technician Occupational Skills Award is also geared towards a technician level with a fundamental focus. The rationale behind proposing this Occupational Skills Award is to furnish fundamental knowledge about electrical and pneumatic circuits, as well as proficiency in using and troubleshooting various tools and equipment.

A question arose from the committee regarding the title of the Proposed Mechatronics Technician Occupational Skills Award and the reason it is titled "Mechatronics" rather than "Robotics," similar to the name alteration from Mechatronics and Robotics at the certificate level. Ms. Guerra responded that this OSA is specifically designed for individuals who may not complete the entire certificate but are acquiring specific skills currently in demand by local companies. She stated that she reviewed current online job postings in the local area, and the content covered in these three classes aligns with what employers are actively seeking. Another committee member inquired about whether the proposed OSA's are stackable, and Ms. Guerra affirmed that they are indeed stackable.

Dr. Wendi J.W. Williams requested a motion to consider items 1 and 2 in one vote. The motion to combine both items was made by Sharon Rice and was seconded by Jenny Chamberlain. The majority of the committee voted in favor of the motion: 23 in favor / 0 opposed / 1 abstained. The motion carried.

The motion to approve was made by Jenny Chamberlain and was seconded by Dr. Brett Millan. The majority of the committee voted in favor of the motion: 23 in favor / 0 opposed / 0 abstained. The motion carried.

Architecture

1. Replace Language, Philosophy & Culture Elective – Core Curriculum with Social and Behavioral Sciences Elective – Core Curriculum for the Architecture Associate of Science and move Language, Philosophy & Culture Elective for completion after graduation to be core complete.

Mr. Jose Vela presented this item stating that the change is necessary to comply with the SACSCOC 9.3c standard which states the general education component must include a course in the humanities/fine arts, social/behavioral sciences, and natural science/mathematics. Mr. Vela explained that while revisiting the degree plan, it was discovered that they were not satisfying the Social and Behavioral Sciences component, but rather had the option at the end of the program as "Recommended after Completion of Degree to be Core Complete." Based on feedback from receiving institutions and industry professionals, Mr. Vela highlighted that the sole viable option for replacement was the Language and Philosophy and Culture Elective. Thus, the proposal involves integrating the Social and Behavioral Sciences Elective, into the core sequence, replacing the Language and Philosophy credit during the spring semester. A question came up from the committee on whether one of the courses in the field of study could be

reduced to allow for an additional course, thus adding the Social and Behavioral Sciences elective required. Mr. Vela responded that since we are adopting the field of study, we have to offer the courses as is.

The motion to approve was made by Reynaldo Jasso and was seconded by Jenny Chamberlain. The majority of the committee voted in favor of the motion: 21 in favor / 0 opposed / 1 abstained. The motion carried.

Human Resources

1. Addition of BCIS 1305 – Business Computer Applications as a course option for the Human Resources Associate of Applied Science

Ms. Sandra Charles-Garza presented on this item stating that initially, the degree plan only includes the ACGM course on principles of financial accounting. They discovered that if a student opts for the associate degree from the outset without completing any certificates beforehand, the degree plan lacks any proficiency in software application knowledge or skills. Ms. Charles-Garza continued to mention that in the advising process, they will provide students with the choice of either option based on the track they prefer, allowing for a more concentrated focus on one or the other. While we encourage students to consider both, the committee recognizes the significance of having the flexibility to opt for either path. This is reflected in item number one, which indicates the availability of this choice.

The motion to approve was made by Reynaldo Jasso and was seconded by Sharon Rice. The majority of the committee voted in favor of the motion: 25 in favor / 0 opposed / 1 abstained. The motion carried.

Announcements/Adjournment

Next Meeting - Thursday, January 25, 2024
Agenda items are due by Monday, January 22, 2024

There being no further business, the motion to adjourn was made by Dr. Brett Millan and was seconded by Dr. Rebecca Millan. Dr. Wendi J.W. Williams adjourned the meeting at 4:41 p.m. The majority of the committee voted in favor of the motion: 23 in favor / 0 opposed / 0 abstained. The motion carried.