



College-Wide Curriculum Committee Meeting Minutes

Meeting Information

Date and Time: Tuesday, September 19, 2023, at 4:00 pm

Location: Microsoft Teams

Recorder: Kandee Wickboldt

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	Alejandra Cantu
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
Diana Lucio, Academic Program Representative	Daniel Cather
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	Antonio Santiago Nunez
Heaven Mendoza, Academic Program Representative	Alvaro Ayala
Hector Villarreal, Lang., Phil & Culture Core Curriculum Representative	Francisco Salinas
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
Magdalena Handy, Workforce Education Program 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	Dr. Maria Cervantes
Dr. Brett Millan, Communication Core Curriculum Representative	Dr. Mariano Alfred Acevedo
Dr. Rebecca Millan, Academic Program Representative	Javier Reyes
Laura Requena, Baccalaureate Program, Alternate	Jorge S. Martinez
Judith Sevilla DeLa 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	Antonio De la Cruz
Laura Salas, Workforce Education Program Representative	Mark Murray
Fred Cady, Political Science Core Curriculum Representative	Dr. Ali Esmaeili
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
Pedro Perez, Academic 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	
Sharlene Polvado, Workforce Education Program Alternate	
Victor Fonseca, Workforce Education Program Representative	
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	

Materials Distributed

- Agenda Packet
- April 18, 2023 - College Wide Curriculum Committee Meeting Minutes
- 2023-2024 College-Wide Curriculum Committee Membership
- College-Wide Curriculum Committee FAQs

I. Call to Order

The meeting was called to order by Christina Cavazos at 4:00 p.m.

II. Housekeeping Rules

Christina Cavazos 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 April 18, 2023

Christina Cavazos 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 motion carried.

IV. New Business

A. Role of the Representative and Alternate

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

B. Election of the 2023-2024 Committee Chair

Christina Cavazos opened the floor for nominations for the 2023-2024 committee chair. Dr. Rebecca Millan was nominated by Hector Villarreal and accepted the nomination. Dr. Wendi J.W. Williams self-nominated through the meeting chat group. Rolando Gonzalez moved that the nominations cease. Dr. Rebecca Millan expressed the importance of different representation from different divisions in the role and requested support for Dr. Wendi J. W. Williams for committee approval and withdrew her nomination. The committee voted unanimously in favor of Dr. Wendi J.W. Williams.

C. Recognition of Dr. Micah Bailey, 2022-2023 Committee Chair

Although not in attendance, Dr. Wendi J.W. Williams recognized Dr. Micah Baily for serving as Committee Chair for the 2022-2023 academic year. Christina Cavazos presented a Certificate of Appreciation which would be forwarded to his receipt.

D. College-Wide Curriculum Meeting Schedule

1. Review the November College-Wide Curriculum Meeting option.

The meeting schedule was presented in the agenda packet. Committee members were asked to review the proposed dates and notify the committee of any concerns. Christina Cavazos discussed an alternative meeting date option for the November meeting due to the proposed date occurring on a short week due to the Thanksgiving holiday. Following a discussion, Dr. Wendi J.W. Williams requested a motion to postpone the decision on the November meeting date until the October College-Wide Curriculum Committee meeting. Jenny Chamberlain made the motion to table the discussion until that time. Dr. Brett Millan seconded. A majority of the committee voted in favor of the motion. The motion carried.

E. Physical Science

- 1. Addition of ENVR 1401 – Environmental Science I to the college’s course inventory and to the Life and Physical Sciences Core Component, and the Core Component Area Option.**
- 2. Addition of ENVR 1402 – Environmental Science II to the college’s course inventory and to the Life and Physical Sciences Core Component.**

Dr. Wendi J.W. Williams asked for a motion to combine Agenda items E1 and E2 together. Sayda Ruelas moved to combine and was seconded by Rolando Gonzalez. A majority of the committee voted in favor of the motion. The motion carried.

Dr. Ravindra Nandigam presented this item stating that the revision is needed to help with the new Geoscience Track that was previously approved. The proposed addition of

courses will provide students following the Physics Associate of Science with an appropriate choice to fulfill the Life and Physical Sciences core requirement, or to fulfill the Core Component Area option if they have a specific requirement for the Life and Physical Science elective. The motion to approve was made by Dr. Brett Millan and was seconded by Jeffrey Gomez. A majority of the committee voted in favor of the motion. The motion carried.

F. Architecture

- 1. Replace PHYS 1401- College Physics I with Life and Physical Sciences Elective – Core Curriculum**
- 2. Replace PHYS 1402- College Physics II with Life and Physical Sciences Elective – Core Curriculum**

Dr. Wendi J.W. Williams asked for a motion to combine Agenda items F1 and F2 together. Sayda Ruelas moved to combine and was seconded by Dr. Lydia Bean. A majority of the committee voted in favor of the motion. The motion carried.

Mr. Jose Vela presented this item stating that the revision is needed to alleviate the recently recognized issue of hidden prerequisites. The proposed change is required due to the PHYS 1401 course prerequisite of MATH 1414 and MATH 1316 (or completion of MATH 2412). The proposed revision will allow students to select any option to meet the Life and Physical Sciences electives; however, both PHYS 1401 and PHYS 1402 will be recommended to fulfill the Life and Physical Sciences Elective Core Curriculum option due to four-year university requirements. Questions and comments arose from committee members regarding the requirements from the transfer schools and concerns with students taking additional courses after transferring as opposed to taking them at the College. Mr. Vela and Sara Lozano, Dean from the Business, Public Safety and Technology division, provided further explanation on the proposed changes stating that requirements from the universities differ and that the College is limited to 60 semester credit hours for the degree, as per Texas Higher Education Coordinating Board rules, therefore the proposed revisions would be the best option. Dean Lozano further explained that advisement for students would ensure they take the course needed for their intended school of transfer.

After extensive discussion, Dr. Wendi J.W. Williams moved to table this item, requesting that the presenter include additional information regarding student transfer opportunities at the next meeting. The motion was seconded by Dr. Rebecca Millan. A majority of the committee voted in favor of the motion. One committee member abstained from the vote. The motion carried.

G. Learning Outcomes Committee Liaison Elections

- 1. Nominating and electing two Liaisons for the 2023-2024 Academic Year**

Yolanda Jaramillo presented for the Learning Outcomes Department. She explained that those who participated in last September's College-Wide Curriculum Committee were part of the first election for liaisons from this committee for Learning Outcomes. Yolanda explained that 24 faculty members make up the committee: two from each meta-major, two from bachelor programs, and two from the College-Wide Curriculum Committee. Each liaison serves a 2-year commitment except those from the College-Wide Curriculum Committee, which is a one-year commitment.

Yolanda Jaramillo requested nominations for the Learning Outcomes committee. Dr. Paul Gonzalez self-nominated and the motion was seconded by Jenny Chamberlain. Judith Sevilla-Delacruz self-nominated and was seconded by Dr. Brett Millan. Since only 2 nominations were needed, Yolanda Jaramillo closed the nomination process with the nominees elected by acclamation.

V. Next Meeting Date

Tuesday, October 17, 2023, via Microsoft Teams. Agenda items are due by Thursday, October 12, 2023. The final curriculum revision deadline for the AY24-25 catalog is November 15, 2023.

VI. Adjournment

There being no further business, the motion to adjourn was made by Christina Cavazos ¹ and was seconded by Dr. Juan Ramirez. Christina Cavazos adjourned the meeting at 5:07 p.m.

¹ Dr. Wendi J. W. Williams left the meeting due to technical difficulties.