



College-Wide Curriculum Committee Meeting Minutes

Meeting Information

Date and Time: Thursday, September 25, 2025, at 4:00 pm

Location: Microsoft Teams

Recorder: Andrea Cantu

Committee Members Present	Ex-Officio Members/Guests in Attendance
Dr. Lizett Guevara, Workforce Education, Alternate	Janis Lopez
Dr. Karlos Moreno, Life & Physical Sciences Core Curriculum, Representative	Esmer Eureste
Dr. Oscar Rodriguez, Workforce Education Program, Alternate	Dr. Celina Casas
Dr. Reynaldo Jasso, Workforce Education Program, Representative	Carlos Tello
Hector Villarreal, Lang., Phil & Culture Core Curriculum, Representative	Christina Cavazos
Dr. Andres Molina Ochoa, Academic Program, Alternate	Cynthia A. Blanco
Mark Murray, Political Science Core Curriculum, Alternate	Dr. Nancy Garcia
Dr. Angelica P. Cerda, Communication Core Curriculum, Alternate	Joel Rodriguez
Ernesto Pena, Workforce Education Program, Alternate	Dr. Sandra Moreno
Lyzette Alanis, Workforce Education Program, Alternate	Jesus Amaya
Joel Jason Rodriguez, Academic Program, Representative	Sonia Cuellar
Dr. Richard Buchli, Academic Program, Alternate	Dr. Angelica P. Cerda
Dr. Rebecca Millan, Communication Core Curriculum Representative	Dr. Jayson Valerio
Dr. Darrial Reynolds, Academic Program Representative	Sandra Charles-Garza
Jessica Schnee, Academic Program, Representative	Dr. Ludivina Avila
Sharon Rice, Workforce Education Program, Representative	Dr. Paul Gonzalez
Fred Cady, Political Science Core Curriculum Representative	Dr. Christopher Nelson
Manuel Carrizales, Workforce Education Program, Representative	Yolonda E. Jaramillo
Miriam Garza, Workforce Education Program, Representative	Dr. Eric Reittinger
Dr. Lydia Bean, Academic Program, Alternate	Andrea Cantu
Dr. Annie Parker Liss, History Core Curriculum, Representative	Elizabeth Garcia
Ruben Lemus, Workforce Education Program, Alternate	Dr. Brett Millan
Ricardo Olivares, Workforce Education Program, Alternate	Jose Vela
Sharon O'Leary, Creative Arts Core Curriculum, Representative	Dr. Daniel Cather
Jose Zamora, Academic Program, Alternate	Angelita Elizondo Teniente
Liza Veliz, Academic Program, Representative	Dr. Ghanbar Ali Esmaeili
Dr. Jennifer Reid, Academic Program, Alternate	Jose Olivares-Alarcon
Andrea Clark, Social & Behavioral Science Core Curriculum, Alternate	Willie Johnson
Maby Rosenbaum, Workforce Education Program, Representative	Mario Morin
Dr. Anna Alaniz, Academic Program Representative	Saeed Molki
Carlo Gonzalez, Academic Program, Representative	Veronica Rodriguez
Heaven Mendoza, Creative Arts Core Curriculum, Alternate	Eduardo Quintanilla
Arthur F. Barber, Workforce Education Program, Representative	Vanessa Salinas
Dr. Sylvia Flores, Social & Behavioral Science Core Curriculum, Representative	Leslee Dominguez
Dr. Mehran Hassanpour, Mathematics Core Curriculum, Representative	Dr. Bradley Davis
Dr. JeanMarie Fors, Academic Program, Representative	Dr. Hilaire Saint Pierre
Samuel Saldana, Workforce Education Program, Representative	Ana R. Davila
Ronald Schermerhorn, Academic Program, Alternate	Brent Angangan

Committee Members Present	Ex-Officio Members/Guests in Attendance
Samuel Reza, Academic Program, Alternate	Jessica Neely
Dr. Rachel Sale, Bachelor Program, Alternate	Dr. Maria Cervantes
Dr. Micah Bailey, Academic Program Representative	Carla Balleza
Dr. Debby Hutchins, Lang., Phil & Culture Core Curriculum, Alternate	Mario Serna
Sayda Ruelas, Workforce Education Program, Representative	Carissa R. Hayden
Dr. Louis Lee, Academic Program, Representative	Dr. Kelli Davis
Victor Gomez, History Core Curriculum, Alternate	Michelle Mendoza
Helen Meave, Academic Program, Representative	Dr. Ravindra C. Nandigam
Betty Chong Menard, Workforce Education Program, Alternate	
Judith Sevilla De La Cruz, Workforce Education Program, Representative	
Dr. Kevin Peek, Workforce Education Program, Representative	
Juan Gaytan, Mathematics Core Curriculum, Alternate	
Juan Resendez, Workforce Education Program, Representative	

Materials Distributed

- Agenda
- Agenda Packet
- January 30, 2025 - College-Wide Curriculum Committee Meeting Minutes
- CWCC Membership List 2025-2026
- CWCC Membership FAQs
- College-Wide Curriculum Committee Meeting Schedule 2025-2026

Agenda Item
• Call to Order The meeting was called to order by Jesus Amaya at 4:00 p.m. • Housekeeping Rules Jesus Amaya 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 <u>mute</u> 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. <u>Only</u> voting members can make a motion and vote. (Alternates may only vote if the representative is not in attendance.) • Minutes from Meeting of January 30, 2025 Jesus Amaya requested the committee members to review the minutes from the previous meeting, which were emailed for revisions or corrections. The motion to approve was made by Dr. Annie Liss and was seconded by Joel Jason Rodriguez. The majority of the committee voted in favor of the motion: 20 in favor / 0 opposed / 0 abstained. The motion carried.
New Business
1. 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. She shared that the purpose of the CWCC is to review and evaluate curricula for certificates or degrees leading to workforce preparation or transfer to senior institutions.

2. College-Wide Curriculum Meeting Schedule

Christina Cavazos discussed the meeting schedule, noting that meetings are held monthly, with common hours taken into consideration. She mentioned the possibility of any additional meetings in the spring for program development and emergent items. Christina mentioned that meetings will be scheduled from 4:00 to 5:30 p.m. to accommodate longer agendas, if applicable, and to allow for proper planning by the membership, especially in months like November and December. It was noted that meetings could end earlier than 5:30 p.m. if all items are covered.

Information Technology

1. Approval for proposed Information Systems Associate of Applied Science.

Angelita Teniente presented this item stating that the proposed change to revise the award title and curriculum to separate the specialization into its own degree. In doing so, the degree will not be held to the 50% shared coursework rule for specializations in a workforce program. The motion to approve was made by Fred Cady and was seconded by Dr. Reynaldo Jasso. The majority of the committee voted in favor of the motion: 27 in favor / 0 opposed / 0 abstained. The motion carried.

Human Resources

1. Revision of award title from Human Resource Assistant Certificate to Human Resource Specialist Certificate.

Sandra Charles-Garza presented on this item, stating that the replacement of the word “Assistant” with the word “Specialist” will accurately reflect the skills learned in the program. The term “specialist” suggests higher-level expertise on the subject matter and would imply the graduate has adequate knowledge of the specialty and knows how to allocate resources within the office environment. Ms. Charles-Garza also mentioned that the title change will enhance the program's marketability towards potential students and employers seeking skilled professionals. The motion to approve was made by Dr. Micah Bailey and was seconded by Dr. Reynaldo Jasso. The majority of the committee voted in favor of the motion: 29 in favor / 0 opposed / 0 abstained. The motion carried.

2. Revision of award title from Human Resources Specialist Associate of Applied Science to Human Resources Management Associate of Applied Science.

Sandra Charles-Garza presented on this item, stating that the replacement of the word “Specialist” with the word “Management” will accurately reflect the skills learned in the program. The term “Management” suggests higher-level expertise on the subject matter and would imply the graduate has adequate knowledge of management and knows how to allocate resources within the office environment. Ms. Charles-Garza also mentioned that the title change will enhance the program's marketability towards potential students and employers seeking skilled professionals. The motion to

approve was made by Dr. Micah Bailey and was seconded by Fred Cady. The majority of the committee voted in favor of the motion: 28 in favor / 0 opposed / 0 abstained. The motion carried.

Dental Hygiene

1. Approval for proposed Dental Hygiene Associate of Applied Science.

Janis Lopez presented this item to the committee. The Dental Hygiene program will directly address the regional demand for skilled professionals in the dental hygiene field while expanding career opportunities for students.

A question arose from the committee regarding whether the student would be able to take Anatomy Physiology I and Anatomy Physiology II in the same semester. Ms. Lopez stated these courses should be taken prior to the student beginning the first semester and applying for the program. Another question arose regarding whether the program will be applying for accreditation. Ms. Lopez stated that they are currently working on getting the program accredited by the Commission on Dental Accreditation (CODA). After submitting the application, CODA will conduct an initial site visit to evaluate the program, aiming to grant initial accreditation so they can admit their first group of students. The next question asked was if a physics course could possibly be added as a prerequisite course for the program. Ms. Lopez explained that the prerequisite courses were carefully selected to align with accreditation requirements, which do not include physics but instead focus on a science-heavy curriculum. The motion to approve was made by Sharon Rice and was seconded by Dr. Rebecca Millan. The majority of the committee voted in favor of the motion: 29 in favor / 0 opposed / 0 abstained. The motion carried.

1. Recognition of Jesus Amaya, 2024-2025 Committee Chair

Christina Cavazos recognized Jesus Amaya for serving as Committee Chair for the 2024-2025 academic year. Christina Cavazos presented a Certificate of Appreciation, which would be sent to Jesus Amaya via intercampus mail.

2. Nominations for the 2025-2026 Committee Chair

Christina Cavazos explained the process for electing a new Committee Chair, noting that nominations were open to all committee members. She emphasized the importance of the role and the responsibilities involved, including attending additional meetings. She explained that the final vote would be conducted electronically through an email vote, and the results would be announced before the next meeting. Jesus Amaya proceeded to open the floor for nominations for the 2025-2026 Committee Chair. Dr. Micah Bailey nominated Dr. Debby Hutchins, Dr. Ravindra Nandigam nominated Dr. Louis Lee, and Dr. Darrial Reynolds submitted a self-nomination for the position of Committee Chair. Debby Hutchins accepted the nomination, Dr. Louis Lee declined the nomination, and Dr. Darrial Reynolds accepted the nomination. The motion to close nominations for the 2025-2026 Committee Chair was made by Dr. Rebecca Millan and was seconded by Helen Meave. The majority of the committee voted in favor of the motion: 23 in favor / 0 opposed / 0 abstained. The motion carried.

Announcements/Adjournment

Next Meeting – Tuesday, October 21, 2025

Agenda items are due by Thursday, October 16, 2025

Final curriculum revision deadline for the AY 26-27 catalog is November 14, 2025.

There being no further business, the motion to adjourn was made by Dr. Rebecca Millan and was seconded by Dr. Micah Bailey. Jesus Amaya adjourned the meeting at 5:03 p.m. The majority of the committee voted in favor of the motion: 25 in favor / 0 opposed / 0 abstained. The motion carried.