

DATE: May 19, 2021

TO: City Clerk

FROM: City Representative Henry Rivera

ADDRESS: 300 N. Campbell TELEPHONE 915.212.0007

Please place the following item on the (Check one): CONSENT X REGULAR _____

Agenda for the Council Meeting of May 25, 2021

Item should read as follows: Appointment of Isela Castañon-Williams to the Committee on Border Relations by City Representative Henry Rivera, District 7

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Committee on Border Relations

NOMINATED BY: City Representative Henry Rivera DISTRICT: 7

NAME OF APPOINTEE Isela Castañon-Williams
(Please verify correct spelling of name)

E-MAIL ADDRESS: _____

BUSINESS ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

HOME ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

DOES THE PROPOSED APPOINTEE HAVE A RELATIVE WORKING FOR THE CITY? YES: ___ NO X

IF SO, PLEASE PROVIDE HIS OR HER NAME, CITY POSITION AND RELATIONSHIP TO THE PROPOSED APPOINTEE: N/A

HAS APPOINTEE BEEN A MEMBER OF OTHER CITY BOARDS/COMMISSIONS/COMMITTEES? IF SO, PLEASE PROVIDE NAMES AND DATES:

LIST ALL REAL ESTATE OWNED BY APPOINTEE IN EL PASO COUNTY (BY ADDRESS):

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Fabiola Campos-Lopez

EXPIRATION DATE OF INCUMBENT: 5.31.2021

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: X
RESIGNED _____
REMOVED _____

DATE OF APPOINTMENT: 5.25.2021

TERM BEGINS ON : 6.1.2021

EXPIRATION DATE OF NEW APPOINTEE: 5.31.2023

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: X

2nd TERM: _____

UNEXPIRED TERM: _____

Isela Castañon-Williams
RESUME

Personal Information:

Foreign Language: Spanish (fluent in speaking and writing)

Educational Background:

University of Washington: M. Ed. (Conferred 8/20/76)

Emphasis: Bilingual/ Bicultural Education and Business Administration

University of Texas at EL Paso: B.A. Speech Pathology (Conferred 5/12/73)

Certification: Texas Teaching Certificate - Speech Therapy

Employment Background:

1977 - Present

Employed by the El Paso Community College District in El Paso, Texas. Duties and responsibilities have varied and are broken down by years as follows:

2006 – Present

District Wide Instructional Coordinator and Professor for the Teacher Preparation Program at the El Paso Community College. Duties and Responsibilities include:

- Developing the program
- Creating semester class schedule
- Staffing program classes
- Insuring that adjunct faculty fulfill all their responsibilities as adjunct faculty
- Maintaining budget
- Supervising work study personnel
- Recommending program advisory committee members
- Coordinating program activities with other college personnel
- Serving as program representative to the community
- Making recommendations to division dean for textbook orders

Accomplishments

Under my leadership, a student advising program was developed that provides academic program advising to all students by faculty members. Customized textbooks were developed for all courses in the Teacher Preparation Program and technology was incorporated into classroom instruction for all courses district wide. All courses in the program were developed into online courses and all courses were also developed in hybrid mode. Additionally, the Teacher Preparation Program Associate of Arts degree was also developed.

As Chair of the college Curriculum Committee, I wrote the college's Core Course Assessment Plan required by the Texas Higher Education Coordinating Board (THECB) for continued funding of courses offered at the college and led the committee through the process of restructuring the Core Curriculum (mandatory General Education courses) for the college also required by THECB in order for the college to receive state funding for courses offered after 2014.

2002-2006

Professor – Teacher Preparation Program. Duties and Responsibilities include: Teaching classes in the Teacher Preparation Program and serving on college wide committees.

1991-2002

Instructional Coordinator for Child Development Program at the El Paso Community College.

Duties and Responsibilities include:

- Creating semester class schedule
- Staffing program classes
- Insuring that adjunct faculty fulfill all their responsibilities as part time faculty
- Maintaining budget
- Supervising lab assistants and work study personnel
- Insuring Child Development lab is fully stocked with supplies and is operational
- Recommending program advisory committee members
- Coordinating program activities with other college personnel
- Serving as program representative to the community
- Making recommendations to division dean for textbook orders

Accomplishments

Under my leadership the Child Development Program received an Exemplary Program designation in Spring 2002 from the Texas Higher Education Coordinating Board which accredits academic programs in all Texas colleges and universities. I established the two On-Campus Child Care Centers for the El Paso Community College. The project included conducting a college wide feasibility study to justify the need for the centers, making presentations to the El Paso Community College Board of Trustees to justify location, budget, and program for the centers. Other responsibilities included planning the physical layout of the child care centers, insuring that remodeling of buildings designated for centers met Texas Child Care Center Minimum Standards as well as Health and Fire Department standards, ordering all equipment and materials to be used in the centers, hiring, training, and supervision of child care center staff, development of all documents to be used by the centers (i.e. parent handbook, operational procedures, billing statements, etc.), development of systems to interface the child care centers with other college departments, recruiting of children for centers, development and maintenance of budget for the centers, and obtaining external funding to enable students to pay for child care services.

As Director of the On Campus Child Care Centers, I acquired the third largest ACCESS grant in the United States given by the Department of Education. This grant enabled more college students to obtain funding to pay for their child care expenses.

Under my leadership as Instructional Coordinator for the Child Development Program at the El Paso Community College, the program received a Near Exemplary designation from the Texas Higher Education Coordinating Board which accredits academic programs in all Texas colleges and universities.

I developed the **Educational Assistant Program** geared to prepare students to work as teacher aides in public schools and to provide professional growth for teacher aides already employed in schools. As developer of this program, I developed the budget for the program, served as primary contact person to the community, recruited students, arranged training sites, supervised field experiences for students, and developed the following courses for the program:

- Introduction to Education Processes I
- Introduction to Education Processes II
- Concepts of Bilingual Education
- Techniques and Materials in Bilingual Education
- Work Experiences I

As Instructional Coordinator, I developed collaboration between the Child Development Program at the college and the local YWCA which resulted in a joint training grant called the YWCA/EPCC Training Center Grant which is funded by the Texas Workforce Commission. The grant trains TANF recipients for child care provider positions. Students received college training as well as on hands employment training. When they completed the program they received credit for two courses in the Associate of Applied Science Degree Child Development Program at El Paso Community College. This grant is the first of its kind in the nation and received public recognition by Governor George Bush.

I also developed and implemented an academic advising program for the Child Development students conducted by Child Development faculty. College counselors provide only TASP advising, filing for graduation, and initial counseling for new students. The program, which is coordinated with the counseling department, served as a pilot program for the college and is now entering its 9th year.

Also, I succeeded in obtaining the collaboration of the Texas Department of Protective and Regulatory Services, Child Care Licensing Division, YWCA Child Care Management Services, Association to develop a child care substitute program which would provide substitutes for child care facilities in the community. This collaboration effort has now been funded and is the only one of its kind in the nation. Child Development students are trained to be child care substitutes and have the opportunity to earn money while they are in school.

I developed a recruiting brochure for the Child Development program and a recruiting program that is used in all recruitment efforts for the college Child Development program with community agencies and organizations such as the following:

- YWCA Day Care Program
- El Paso County Head Start Program
- Child Care Are Essential Professional Association
- Professional Home Care Association
- Association for the Benefit of Children

As a result of this recruiting program, several hundred students have enrolled for CDA classes every semester since its inception in 1982.

During my first appointment as Instructional Coordinator of the Child Development Program from 1982-1986, I restructured the Child Development degree program to meet local and coordinated the program's activities with other college personnel. I developed the Child Development Associate Credential Certificate program designed to prepare individuals for the National Child Development Associate Credential assessment. The program prepares individuals for Regular, Bilingual, and Infant/ Toddler National Child Development Associate Credential. I developed the following courses for this program:

- Child Development Associate Training I
- Child Development Associate Training II
- Child Development Associate Training III
- Child Development Associate Training IV

2001 - 2003

Affiliate Advisor for the National Association for the Education of Young Children (NAEYC).

Duties and Responsibilities include:

- Providing consultation and technical assistance to assigned NAEYC State Affiliates in six states and Puerto Rico.
- Maintaining monthly contact with assigned State Affiliates, an average of 20-25 hours monthly.
- Facilitating self-assessment by Affiliate groups in relation to *NAEYC's Criteria for Effective Affiliate Group Functioning*.
- Developing a technical assistance plan from the self-assessment for each assigned State Affiliate.
- Facilitating the implementation of the technical assistance plans.

- Maintaining monthly monitoring on the progress of the technical assistance plans.
- Participating in NAEYC's Affiliate Advisor orientation and intensive training session scheduled in Washington, D.C.
- Participating in additional Affiliate Advisor training and networking activities to be held at least three times per year.
- Maintaining regular communication with assigned State Affiliates and NAEYC's Office of Affiliate Relations.
- Attending at least one State Affiliate leadership working meeting with each of the assigned State Affiliates during the first year of the contract.
- Contributing to the design, development and evaluation of training resources for the Office of Affiliating Relations for use by NAEYC Affiliates.
- Submitting all required reports in a timely manner to the Office of Affiliate Relations as outlined in the *Affiliate Advisor Policy and Procedures Handbook* January 1997-June 1997

Lead Coordinator for the Public Service and Technology Division. (Acting Division Chair)

Duties and responsibilities include:

- Planning, directing, evaluating and overseeing ten programs/disciplines within the Public Service and Technology Division.
- Serving as the official representative for ten disciplines and division office, in the areas of academic programs, scheduling, faculty and personnel.
- Providing personnel management direction and supervision to assigned faculty and staff, including the hiring process, orientation, performance appraisal, coaching and professional development.
- Representing ten disciplines and division in the community when interacting with local overseeing the development and evaluation of new programs, services and courses to meet the needs of students and the community.
- Providing division and discipline leadership in strategic and facility planning, directly supervising designated instructional program offerings, coordinating activities with managerial personnel in charge of the other program offerings and support services; and
- Developing, recommending and evaluating departmental goals/ objectives and budgets; ensuring compliance with approved programs; monitoring progress and program delivery.

August 1977- Present

Employed as instructor in the Child Development program. Responsible for teaching Child Development and TECA Education university transfer classes as assigned, providing academic counseling for students, referring students to various services in the college such as tutoring, handicapped services. Assisting the division chair on projects assigned, and serving as discipline coordinator as requested by the division chair. Duties and Responsibilities include teaching:

- Introduction to Early Childhood Education
- Math and Science in Early Childhood
- Family and the Community
- Nutrition, Health and Safety
- Emergent Literacy in Early Childhood
- Day Care Administration I
- Influences of Culture and Environment in Young Children
- Issues and Trends in Child Development
- Work Experience I and II
- Growth and Development of the Child
- Developing and Learning Through Movement
- Child Development Associate Training I
- Child Development Associate Training II
- Child Development Associate Training III

- Child Development Associate Training IV
- Growth and Development of the Infant and Toddler

Conference Organizational Experiences

Served as Chairman of the First Annual Paso Del Norte Association for the Education of Young Children Conference, October 20, 1998.

Organized the National Association for the Education of Young Children Hispanic Caucus Pre-conference Workshops at the following National Association for the Education of Young Children (NAEYC) Annual Conferences:

- NAEYC 1987 Annual Conference, Chicago, Illinois
- NAEYC 1988 Annual Conference, Anaheim, California
- NAEYC 1989 Annual Conference, Atlanta, Georgia
- NAEYC 1990 Annual Conference, Washington, D.C.

Honors

Inductee, El Paso Democratic Party Hall of Fame 2016

Chair, El Paso Community College Curriculum Committee - 2006-2014

District 2 Trustee, El Paso Independent School District Board of Trustees – May 2009 –2015

President, El Paso Independent School District Board of Trustees – June 2011 - 2015

Vice Chair, West Texas School Boards Association – February 2010 - 2011

Commissioner, NAEYC Early Childhood Associate Degree Accreditation Commission 2006 – 2011

Vice President for Membership, Ysleta Educational Foundation 2010 - 2011

Vice President for Fund Development, Ysleta Educational Foundation 2008 – 2010

Dean's Recognition Award for Dedication to Education and Community Service - 2010

Secretary, Ysleta Educational Foundation 2006 – 2008

Secretary, El Paso Central Appraisal District Board of Directors – 2011-2012

Member, El Paso Central Appraisal District Board of Directors – May 2009 – 2012

President, AFT/Higher Ed Chapter of the American Federation of Teachers 2004 – 2005-

Delegate to National Democratic Convention – Democratic National Convention 2008

Delegate to Texas State Democratic Convention – Texas State Democratic Convention 2008

Delegate to National Democratic Convention - Democratic National Convention 2004

Delegate to Texas State Democratic Convention – Texas State Democratic Convention 2004

President, El Paso Community College Faculty Association 1998 - 2000.

Vice President, Texas Faculty Association, El Paso Chapter 2004 - 2005, 1997 - 1999.

Chair, Texas Department of Protective and Regulatory Services State Advisory Committee - 1996-1997.

Vice Chair, Texas Department of Protective and Regulatory Services El Paso Advisory Committee - 1993-1994.

Founder and Chair, Camino Real Child Care Coalition 1993- 1995

Treasurer, Texas Association for the Education of Young Children 1991-1992.

Founder, Paso Del Norte Association for the Education of Young Children 1987.

Board Member, Texas Association for the Education of Young Children 1987-1992.

President, Paso Del Norte Association for the Education of Young Children 1990-1991.

Vice President, Professional Association of College Educators 1982-1985.

President, El Paso Community College Faculty Association 1980-1981.

El Paso Community College National Minnie Piper Award Recipient 1984-1985.

Secretary, El Paso Children's Day Care Association Board of Directors 1979-1983.

Chairman, Program Committee of Big Brothers/ Big Sisters of El Paso Board of Directors 1981-1983.