

CORTEZ, CYNTHIA

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EMPLOYMENT

CAREGIVER FOR VETERAN SPOUSE

2019- DEC. 2022

Home- 1537 W. Magnolia San Antonio, Texas 78201

As a caregiver, I managed all medical appointments including specialist, physical therapy, and Audie Murphy Veterans appointments, medications, including diabetes insulin injections three times a day, managed and operated all medical equipment including respiratory nebulizer, electrical hospital bed, hydraulic Hoyer lift, medical aspirator, and sleep apnea machine. Moreover, I coordinated all communication among doctors, specialists, VA personnel, and hospice professional staff. I physically, medically, and emotionally care for my spouse from 2019 until his passing in December 2022.

TENURE ASSISTANT PROFESSOR OF MEXICAN AMERICAN STUDIES, HISTORY & HUMANITIES

FALL 2017 - 2019

St. Philip's College, Main Campus, San Antonio, Texas

As Assistant Professor of History and Humanities, I was responsible for the instruction of *Mexican American History I 2327, Mexican American History II 2328, History of U.S I 1301 and History of the U.S. II 1302, Humanities I 1301, Humanities II 1302, Introduction to Mexican American Studies 1305, Mexican American Fine Arts 2311, World Civilization I 2321, World Civilization II 2322, American Minorities 2319 and World Cultures 2323* courses including:

- Preparing and conducting lectures, assignments, and discussions,
- Preparing course materials, using appropriate teaching techniques according to student needs,
- Conducting evaluations of student performances and assigning grades,
- Preparing, grading, and recording exams, research papers and all other assignments,
- Tutoring and counseling students,
- Preparing and conducting Face-to-face and online courses.

Other responsibilities include Instructional Unit Review Committee, Humanities Instructional Review Committee, Veteran's Observance Committee, History and Humanities Textbook Committee, faculty advisor for History and Humanities students, and Advisor for *F.U.L.L.C (Future United Latino Leaders for Change)* student organization. Additionally, I prepared a proposal for the creation of a degree in Mexican American and African American Studies.

TENURE FULL-TIME HISTORY & HUMANITIES INSTRUCTOR

FALL 2014 – FALL 2017

St. Philip's College, Main Campus, San Antonio, Texas

As a full-time History and Humanities Instructor, I was responsible for the instruction of *Mexican American History I 2327, Mexican American History II 2328, History of U.S I 1301 and History of the U.S. II 1302, Humanities I 1301, Humanities II 1302, Introduction to Mexican American Studies 1305, Mexican American Fine Arts 2311, World Civilization I 2321, World Civilization II 2322, American Minorities 2319 and World Cultures 2323* courses including:

- Preparing and conducting lectures, assignments, and discussions,
- Preparing course materials, using appropriate teaching techniques according to student needs,
- Conducting evaluations of student performances and assigning grades,
- Preparing, grading, and recording exams, research papers and all other assignments,
- Tutoring and counseling students,
- Preparing and conducting Face-to-face and online courses.

Other responsibilities include College Instructional Unit Review Committee, Government Hiring Committee, Humanities Instructional Review Committee, Veterans Day Committee, History and Humanities Textbook Committee, and faculty advisor for History and Humanities students, and Advisor for *F.U.L.L.C (Future United Latino Leaders for Change)* student organization. Additionally, I proposed and drafted a **Field of Study** for **Mexican American Studies**.

TENURE TRACK FULL-TIME HISTORY & HUMANITIES INSTRUCTOR

SPRING 2009 – SUMMER 2014

St. Philip's College, Main Campus, San Antonio, Texas

As a full-time History and Humanities Instructor, I was responsible for the instruction of *Mexican American History I 2327, Mexican American History II 2328, History of U.S I 1301 and History of the U.S. II 1302, Humanities I 1301, World Civilization I 2321, World Civilization II 2322, American Minorities 2319 and World Cultures* courses including:

- Preparing and conducting lectures, assignments, and discussions,
- Preparing course materials, using appropriate teaching techniques according to student needs,
- Conducting evaluations of student performances and assigning grades,
- Preparing, grading, and recording exams, research papers and all other assignments,
- Tutoring and counseling students,
- Preparing and conducting Face-to-face and online courses.

Other responsibilities include being an Advisor of the only Latino organization on campus *F.U.L.L.C*. This organization was responsible for student conferences, voter registration drives, challenging students to immigration tests, and bringing awareness of current policies affecting all groups of students, among other important events. I was on the Hiring Screening Committee for Librarian/Archivist, Humanities Instructional Unit Review committee, History and Humanities textbook committee member, and faculty advisor for History and Humanities students, a host

committee member for the *National Association of Chicana Chicano Studies* conference, obtained a Master Teacher Certification, and was awarded the **NISOD** (*National Institute for Staff and Organizational Development*) **Award for Teaching Excellence**.

TEMPORARY FULL-TIME HISTORY & HUMANITIES INSTRUCTOR

SPRING 2007 & FALL 2008

St. Philip's College, Main Campus, San Antonio, Texas

As a Temporary full-time History and Humanities Instructor, I was responsible for the instruction of *Mexican American History 2327, History of U.S. I and II 1301 and 1302, Humanities I 1301, American Minorities and World Cultures* courses including:

- Preparing and conducting lectures, assignments, and discussions,
- Preparing course materials, using appropriate teaching techniques according to student needs,
- Conducting evaluations of student performances and assigning grades,
- Preparing, grading, and recording exams, research papers and all other assignments,
- Tutoring and counseling students,
- Preparing and conducting Face-to-face, telecourse and online courses.

Other responsibilities include Co-chairing a **Hispanic Mothers and Daughters Conference**, *Un Reflejo De Ti En Mi*, instructing a *World Cultures* course in Oaxaca, Mexico for twelve students through the Alamo Community College Districts International Studies Program, History and Humanities textbook committee member, and faculty advisor for History and Humanities students.

ADJUNCT HISTORY & HUMANITIES INSTRUCTOR

FALL 2005- FALL 2007

St. Philip's College, Main campus, San Antonio, Texas

As an Adjunct History Instructor, I was responsible for the instruction of *History of U.S. I and II 1301 and 1302, Mexican American History and Humanities* courses including:

- Preparing and conducting lectures, assignments, and discussions,
- Preparing course materials, using appropriate teaching techniques according to student needs,
- Conducting evaluations of student performances and assigning grades,
- Preparing, grading, and recording exams, research papers and all other assignments,
- Tutoring and counseling students,
- Preparing and conducting Face-to-face and online courses.

Other responsibilities include conducting a discussion on the *Historical Perspective of Race, Ethnicity and Place* with a concentration on the issue of Immigration during the Conference for *Race, Ethnicity, and Place* at St. Philip's College, obtained a *Distant Learning Certification*, selected to attend *ACCD Strategic Planning Retreat*. Additionally, I initiated and coordinated a History and Humanities tutoring program for the Department of Social and Behavioral Sciences.

ADJUNCT HUMANITIES INSTRUCTOR

SPRING 2005

St. Philip's College at Randolph and Northeast campus, San Antonio, Texas

As an Adjunct Humanities Instructor, I was responsible for the instruction of *Introduction to Humanities* 1301 courses including:

- Preparing and conducting lectures, assignments, and discussions,
- Preparing course materials, using appropriate teaching techniques according to student needs,
- Conducting evaluations of student performances and assigning grades,
- Preparing, grading, and recording exams, research papers and all other assignments,
- Tutoring and counseling students,
- Preparing and conducting Face-to-face courses.

In the summer of 2005, I attended and completed two graduate courses in History to complete the requirements of teaching higher education History courses.

PROJECTS COORDINATOR

JAN. 2000-SEPT. 2002

National Association of Latino Arts and Culture, San Antonio, Texas

As Projects Coordinator, I was responsible for the coordination and implementation of all projects. This included regional meetings throughout the nation, the *Tienditas* project, Marketing, Public Relations and other related activities as follows:

Projects:

- Coordinated, implemented, and directed a *National Conference* that convened over 300 Latino artists and arts administrators nationally and internationally,
- Coordinated, implemented, and directed an annual *Leadership Institute* that trained 15-20 participants in arts administration,
- Assisted in the coordination and implementation of development work, such as grants writing, conduct research of foundations, corporations, and arts agencies, and creating budgets, for all projects,
- Coordination and implementation of advisory committee meetings, special events and premiers of *NALAC* and Hector Galan's television documentary *Visiones* that aired on PBS in the fall of 2003,
- Other related activities.

DIRECTOR OF EDUCATION AND PUBLIC PROGRAMS

NOV. 1998-DEC. 1999

McAllen International Museum, McAllen, Texas

As Director of Programs and Education, I was responsible for the creation and implementation of all public programs and educational activities. This included Museum attendance, the *Discovery Center*, community outreach, and other related activities as follows:

1. Programs:

- Coordinate, implement and direct all public programs and events to include special cultural events i.e., *Mexican Culture Day, Puerto Rican Culture Day, African Culture Day, Scottish Culture Day*, and other celebration days,
- Created new programs including *R.I.O. Culture Days (Rejoicing In Our Culture)* specifically designed to celebrate local history, festivities and artisans,
- Also programmed special events and openings for exhibits and festivals like *CineSol* film festival,
- Most programs included a variety of disciplines including music, dance, theatre, literature, media arts, and visual arts,
- All or most of these programs included historical contextual presentations.

2. Education:

- The training of the Education Assistant, docents, volunteers, exhibit staff, work-study students, and *South Texas Teacher Academy* students,
- Prepare a teacher newsletter with complying *Texas Essentials Knowledge and Skills* requirements for each grade level,
- Manage and promote all classes offered at the Museum in dance, visual arts, crafts, theatre arts, including the recruitment and contracting of teachers,
- Coordinate summer readers program.

TEACHING ASSISTANT

FALL 1997-SPRING 1998

University of Texas-Pan American, Edinburg, Texas

As a Teaching Assistant, I was responsible for the assistance in the instruction of *American Heritage I and II* 2313 and 2314 courses including:

- Preparing and conducting lectures and discussions
- Preparing, grading, and recording exams and research papers
- Tutoring students.

ETHNOGRAPHIC FIELD RESEARCHER

JUNE 1997-1998

Smithsonian Institute Center for Folklife Programs and Cultural Studies

As an Ethnographic Field Researcher, I was responsible for:

- Interviewing local artisans for possible participants in the *American Folklife Festival* in Washington D.C.,
- Recording ethnographic research along the Lower Rio Grande Valley for the *Rio Bravo/ Rio Grande River Basin Program*,
- Initiating, designing, and coordinating all creative elements in the development of the final field work report including the utilization of a diverse media: video, audio, and photography.

The program was featured in the Smithsonian Institute's 1998 *American Folklife Festival* in Washington D.C.

EDUCATION

DOCTORATE IN CURRICULUM & INSTRUCTION (ABD)

2012-ABD

New Mexico State University, Las Cruces, New Mexico

Completed all coursework in the doctorate program in Curriculum and Instruction, concentration in Chicana Critical Pedagogy, Social Justice Education and Educational Learning Technologies. My proposal included conducting an ethnographic qualitative study and research in *Testimonios: Conduits for communication and preparation* (ABD- All but Dissertation).

MASTER OF ARTS IN BICULTURAL BILINGUAL STUDIES

2000-2003

University of Texas at San Antonio, San Antonio, Texas

Concentration in *Bicultural Studies* of Latino/Chicano culture, history, politics, and art. Proficient in ethnographic study and research and multicultural education and reading. Additional graduate course work in history with a concentration in *Latino History*.

BACHELOR OF ARTS IN HISTORY

1987-88, 1993-98

University of Texas-Pan American, Edinburg, Texas

Concentration in Latin American studies including, history, political science, art history, and archeology. A member and organizer of the *Latina Student Organization* and was featured in the 20th Annual Edition of the *National Dean's List*, 1996-1997.

PUBLICATION

INVITED BOOK CHAPTER

Cynthia Cortez. *Testimonios: Conduits for communication and preparation*. In D.M. Boje and M. Sanchez, editors, *The Emerald Handbook of Quantum Storytelling Consulting*, pages 131-140. Emerald Publishing Limited, UK, 2019.

ACHIEVEMENTS/PROFESSIONAL SERVICE

Humanities Instructional Unit Review, 2012-2013, 2014-2015, 2017-2018
Instructional Unit Review Committee, 2014-2015
College Hiring Screening Committee for Government of Social & Behavioral Sciences, 2015
Created the Field of Study in Mexican American Studies at St. Philip's College, 2015
Faculty advisor for Humanities and History students.
Humanities Textbook Committee
History Textbook Committee
Veteran's Day Committee member, 2013-2017
Vice President of AAUP at St. Philip's College, 2015
Received a *NISOD* award for Teaching Excellence May 2014, St. Philip's College
Attended 2013 *Good to Great* Retreat, Strategic Planning Retreat
National Association for Chicana Chicano Studies Conference, Host Committee Member, San Antonio, TX, 2013
Attended the 2013 *American Association of Hispanics in Higher Education Conference*, San Antonio, TX.
Sponsor/Advisor of the first Latino student organization in St. Philip's College, *F.U.L.L.C, Future United Latino Leaders for Change*, August 2009-2018
Coordinated F.U.L.L.C. "*I Can Plan*" Student Conference, St. Philip's College, 2011
College Hiring Screening Committee for Librarian/Archivist, May 2010
Sponsor of *The Great Debate: Arizona Immigration Bill*, 2010
Master Teacher Certification, St. Philip's College, 2009.
International studies abroad *World Cultures* course in Oaxaca, Mexico, Summer 2008.
Took eight St. Philip's College students to the *Texas Association of Chicanos in Higher Education, TACHE* Conference in Austin, February 2008.
Co-Chaired the *Hispanic Mother Daughter Conference*, St. Philip's College, 2008.
Distance Learning Certification, St. Philip's College, 2007.
Panelist on the *Arts in the Community* Review Panel for the City of San Antonio Office of Cultural Affairs.
Attended 2006 ACCD Strategic Planning Retreat.
Volunteer curator at the Guadalupe Cultural Arts Center for their annual *Dia de los Muertos* Altar exhibition.
Member of *Promotores de las Cultura en las Antiguas Provincias de Oriente*, an international network of cultural promoters.
Conducted slide presentations of *Life and Living along the Lower Rio Grande* at the Hidalgo County Historical Museum, Edinburg, Texas, 1998.
Featured in the *Panorama*, a student publication at U.T.P.A. in "Profiles," May 1998.
Quoted by Lucy Hood in "*Rio Grande Basin Culture to be Focused of Festival*," The Monitor, August 1997.
Featured in 20th Annual Edition of *The National Dean's List*, 1996-1997.
Member and organizer, *Latina Student Organization*, 1997.

PRESENTATIONS/CONFERENCE PANELIST

Participated in the *El Mundo Zurdo* Conference 2016: *NEPANTLA – Theories and Practices International Conference on the Life and Work of Gloria E. Anzaldúa*, Laramie, WY, 2016.

Testified to the School Board of Education during a Public Hearing against the adoption of a textbook titled Mexican American Heritage, September 13, 2016.

Presented *Testimonios: Conduits for communication and preparation* at *The Inaugural Quantum Storytelling Conference: “Pulling Stories out of the Fire”* Los Angeles, CA, December 2015.

Presented *Testimonio, Storytelling, and Counterstories: Empowerment of Words* at the *Quantum Storytelling Conference* in Las Cruces, NM, December 2014.

Moderated a panel for *El Mundo Zurdo Conference*, November 2013.

Master of Ceremonies at *F.U.L.L.C.’s Student Conference*, April 2011.

Panelist for “*Defend the Honor*” presentation, September 2009.

Hispanic Mother Daughter Conference co-chairperson, March 28, 2008.

Panelist for *Language and Place: Conversation about Movement and Destination Conference*, 2006.

Conducted slide presentations of *Life and Living along the Lower Rio Grande* at the Hidalgo County Historical Museum, Edinburg, Texas, 1998.

SKILLS

Fluent in Spanish

Proficient with PC and Apple computers

Proficient in all editions of Windows, Professional, Word, Excel, Word Perfect, Office, Power Point, Works, QuickBooks, File Maker Pro, Publisher, Photoshop, Adobe and most databases and spreadsheets

Proficient with the Internet

Public Speaking

Media interviews

Inter-personal communication skills