

CAAC Minutes: 2024-9-7

September 17, 2024, at Rundell Hall, Room 216 at 2 p.m.

Present: Roshele Friudenberg, Marissa Moreno, Scott M. Bennett, Jodi Rodriguez, William Walker, Jamie Holloway, John Elliot, Heather Morrell, Bryant Dyer, Vicky Hart, Nicole Tunmire, Wally Collins, Cristen Martin, Ed Koretz, Paul Allen, Michael Carson, Alexa-Marie Ramirez, Douglas Walcerz, Janena Norris, Joe Ganakos

I. Call to Order at 2:06 p.m.

II. Approval of Minutes

Heather Morrill motioned for approval of the August 2024 minutes.
Dana Woods seconded the motion.

III. Officer Reports

1. CAAC Chair: Alexa-Marie Ramirez

- i. New officers introduced.
- ii. Attendees encouraged to sign division and responsibilities chart.
- iii. Chair acknowledged possible conflict of interest when committee discusses the nursing curriculum. Chair will invite a proxy to represent nursing during those meetings.

2. CAAC Vice-Chair: Rochele Friudenberg

- i. No report.

3. CAAC Secretary: Michael Carson

- i. No report.

IV. Informational Items – Administration

1. Provost/SACS Liaison: Douglas Walcerz

- i. No report.

2. AVP of Academic Affairs: Janena Norris

- i. No report.

3. AVP of Student Affairs: Scott Bennett

- i. The testing center received an updated AP exam list and will be making updates to description and names.

4. Registrar: Carl Husband

- i. Absent, report from Jamie Holloway about fall graduation.

5. Executive Director of School & Transfer Partnerships: Marisa Moreno

- i. They have approached 10+ institutions with articulation agreements and are working to align curriculum.

6. Director of Counseling: Sarah Tidwell

- i. Absent, no report.

7. Academic Honesty Committee: Paul Arrigo

- i. Absent, no report.

8. Director of Guided Pathways: Nicole Tunmire

- i. Guided Pathways is working with Dr. Moreno on aligning curriculum and will soon meet with divisions to help update curriculum maps.

V. Old Business

1. None.

VI. New Business

1. Helen Manibusan
 - i. 1925 Change Contact Hours—RNSG 1327. Approved. No vote needed.
2. Steven Saunders
 - i. 1926 New Course—CPMT 1451. William Walker acted as proxy for Steven Saunders. He discussed the history of the network certification class including both networking and processing and instrumentation instruction. Not all students need the networking certification. Scott Bennett pointed out that students taking classes not on degree plan cannot receive financial aid for them. Modality discussed. Joe Ganakos observed that modality is immaterial to CAAC decision process. Vicki Hart motioned to bring the item forward for a vote. Wally Collins seconded. Motion approved unanimously.

VII. Open Forum

1. Lara Cepson will replace Bryant Dyer as the representative from Process Technology.
2. Bryant Dyer asked if updated department minutes could be added after a request is made in the CAAC system. Jodi Rodriguez said they could not. Bryant will send the update directly to Jodi.
3. Rochelle requested that Scott Bennett update the CAAC system to exclude unnecessary legend. Scott Bennett said he could make that update. Joe Ganakos gave historical background. No vote needed because this is a data chain of custody.
4. Alexa requested that members highlight pertinent CAAC items on agendas submitted through the CAAC system.

VIII. Adjournment

1. Meeting adjourned at 2:37 PM.