

# CAAC Minutes: 2024-10-15

October 15, 2024, at Covestro, E212 at 2 p.m.

**Present:** Roshele Friudenberg, Jodi Rodriguez, William Walker, Jamie Holloway, John Elliot, Bryant Dyer, Vicky Hart, Nicole Tunmire, Wally Collins, Ed Koretz, Paul Allen, Michael Carson, Alexa-Marie Ramirez, Janena Norris, Christine Miller, Regina M Barrera, Karen Guthmiller, Paul Arrigo, Franklin Emeka, Steve Showalter, Carl Husband, Marylou Ortuvia, Lisa Tuck, Lara Capson, Laura Lane-Worley, Steve Saunders

1. **Call to Order at 2:04**

2. **Approval of Minutes**

John Elliot motioned for approval of the September 2024 minutes.

Ed Koretz seconded the motion.

3. **Officer Reports**

a. CAAC Chair: Alexa-Marie Ramirez

Chairs encouraged to highlight pertinent CAAC items on agendas submitted through the CAAC system.

b. CAAC Vice-Chair: Roshele Friudenberg

No report.

c. CAAC Secretary: Michael Carson

No report.

4. **Informational Items – Administration**

a. Provost/SACS Liaison: Douglas Walcerz

Absent.

b. AVP of Academic Affairs: Janena Norris

No report.

c. AVP of Student Affairs: Scott Bennett

Absent

d. AVP of Transfer & Educational Partnerships: Marisa Moreno

Absent

e. Director of Counseling: Sarah Tidwell

No report.

f. Director of Guided Pathways: Nicole Tunmire

Updated Guided Pathways maps should be included in CAAC paperwork.

Nicole will provide Alexa an example document with instructions. Alexa will share the instructions with CAAC representatives.

g. Registrar: Carl Husband

No report.

h. Academic Honesty Committee: Paul Arrigo

Paul delivered the Academic Honesty report. Reported violations increased by 12 and the overall numbers remain substantively higher than before 2023. There are now more AI violations than plagiarism. The library provides programs to counsel offending students and can provide training and soft skills for all students. The EEC is working on AI guidance for the college and the English Division is conducting AI research.

5. **Old Business**

a. Bryant Dyer

1910—New Course: EPCT 1401. Bryant provided history of the request. EPCT 1301 is already in the degree plan but students not working at a job site cannot get credit. EPCT 1401 will run concurrently to 1301 and provide the students an option to earn these hours. Rochelle motioned to discuss. John seconded. Carl Husband noted that contact hours needed to be adjusted. CAAC members asked how students would be advised and what would happen if they changed jobs. Bryant replied that they would meet with an on-site advisor after their first year and the program would have to be flexible and be open to students switching classes if necessary. Bryant also emphasized that they intended to run the class every semester. Ed motioned to approve. Roshele seconded. Motion approved unanimously.

## 6. New Business

### a. Franklin Emeka

- i. 1927— New Course: SOCI 2301
- ii. 1928— New Course: SOCI 2336
- iii. 1929— New Course: SOCI 2340
- iv. 1930— New Course: SOCI 2326

Roshele motioned to discuss. John seconded. Franklin Emeka proposed new courses as a block. He stressed that they had only 3 Sociology classes, but 70 students expressed interest in Sociology majors. The 4 proposed courses would eventually work toward a degree plan and would apply toward most Arts & Humanities degrees at 4-year institutions. Roshele expressed concern that SOCI 2336 is already listed, and these courses lacked clear equivalencies at 4-year institutions. Franklin replied that many classes do not have a clear path and that the division eventually hoped to establish a new field of study. The Committee discussed how the classes would transfer and recommended that SOCI 2336 be reactivated and the ACGM updated to reflect the division's current needs. Franklin will provide a new request for this informational, non-voting item.

Ed moved to approve 1927, 1929, and 1930. Roshele seconded. Motion approved unanimously.

### b. Steven Saunders

- i. 1940 — New Degree/Certificate: Cert. — Commercial Unmanned Aircraft System (sUAS/Drone)
- ii. 1941 — New Course: AIRP 1413
- iii. 1942 — New Course: AIRP 1445
- iv. 1943 — New Course: AIRP1491
- v. 1944 — New Course: PHTC 1442
- vi. 1945 — New Course: RTVB 2430
- vii. 1946 — New Course: DFTG 2421
- viii. 1947 — New Course: PHTC 2431
- ix. 1948— New Course: GISC 2401

Roshele motioned to discuss. John seconded. Steven explained the process to earn a certificate. Committee members asked questions about the course expectations and program scope. The Committee wanted clarification on when the program would start and if Steven had contacted other divisions with similar courses. Steven said they hoped to start in Spring 2025 but found Fall 2025 more realistic. Jodi asked if this had to be approved by the Board of Regents. Steven said he could not say for sure. The Committee motioned to table requests until next month after Steven

has time for more due diligence. He will contact divisions with similar Photoshop and drafting courses and ensure that 1944, 1946, and 1947 do not interfere with their programs. Motion to table items until November meeting approved unanimously.

**7. Open Forum**

Alexa encouraged CAAC committee members to provide research behind new programs when submitting items to the CAAC system. This allows committee members to better understand the course's scope and role within the college. She also reminded committee members that new chairs need approval in the CAAC system.

**8. Adjournment**

Meeting adjourned at 3:12 p.m.