

CAAC Minutes: 2025-11-18

CAAC Meeting Minutes

Nov. 18, 2025, at 2 p.m. — Student Center, Room 211A — Covestro

Present: Roshele Friudenberg, Gabby Villanueva, John Elliot, Carl Taylor, Christine Miller, Carl Husband, Lara Capson, Scott Bennett, Scooter Lansky, Josh Armstrong, Joe Ganakos, Curtis White, Karen Guthmiller, Wally Collins, Alexa-Marie Ramirez, William Walker, Sajjad Khan, Fran Parent, Dana Woods, Austin Childree, Marcus Wilson, Jessica Thompson Falls, Janena Norris, Javier Ramirez

1. **Call to Order at 2 p.m.**

2. **Approval of Minutes**

Motion to approve minutes. Minutes approved.

3. **Officer Reports**

- a. CAAC Chair: Alexa-Marie Ramirez
Alexa updated on new golden hour rule next semester.
- b. CAAC Vice-Chair: Roshele Friudenberg
No report
- c. CAAC Secretary: Michael Carson
Not Present

4. **Informational Items - Administration**

- a. 1. Provost/SACS Liaison: Douglas Walcerz
Not present
- b. 2. AVP of Academic Affairs: Janena Norris
No report
- c. 3. AVP of Student Affairs: Scott Bennett
No report
- d. 4. AVP of Transfer & Educational Partnerships: Marissa Moreno
No report
- e. 5. Director of Advising & Transfer Partnerships: Sarah Tidwell
No report
- f. 6. Director of Guided Pathways: Nicole Tunmire
No report
- g. 7. Registrar: Carl Husband
Please RSVP for commencement
- h. 8. Academic Honesty Committee: Paul Arrigo
No report

5. **Old Business**

6. **New Business**

- a. William Walker
Division adding LINUX programming language to align with cybersecurity software
 - i. 2119 — Replace Course: ITMT 1457
Motion to discuss 2119. Committee member questioned if this is for degree or certificate. William explained that this is for degree, certificate will be added later. Item approved unanimously.
- b. Steven Saunders
Stephen Saunders not present. Items tabled until next meeting.
 - i. 2132 — Replace Course: ITCC 1408

- ii. 2141 — Change/Update Deg/Cert Plan: Computer Maintenance Technology (Cert. MT1)
- iii. 2133 — Replace Course: ITCC 1408
- iv. 2142 — Change/Update Deg/Cert Plan: Network Maintenance Technology (Cert. NET1)
Motion to discuss. No discussion. All four items approved unanimously.
- c. John Elliot
1405 and 1409 are entry level classes and should both be completed before any additional coursework is done. Furthermore, they will be adopting one textbook that will cover both classes, saving money for the students.
 - i. 2134 — Change/Update Course Requisite: DFTG 1405
 - ii. 2135 — Change/Update Course Requisite: DFTG 1409
Motion to discuss items 2134 and 2135. No discussion. Both items approved unanimously.
- d. Michael Austin Childree
 - i. 2140 — Change/Update Course Requisite: ENGR 2304
Motion to discuss. Michael detailed the different programming requirements for universities. These updates will ensure curriculum will align and remove unnecessary prerequisites. No other discussion. All three items approved unanimously.
 - ii. 2137 — New Course: ENGR 2308
Motion to discussion. Committee member asked if this will be ever semester. Michael said that depends on student enrollment. Discussion of how this course will work with transfer programs. Michael explained that this depends on school. Item approved unanimously.
 - iii. 2139 — Change/Update Deg/Cert Plan: Pre-Engineering (AS - EGR3)
Motion to discuss. Michael again explained the transfer requirements for different universities. Item approved unanimously.
- e. James Langley
 - i. 2136 — Discontinue Course - Deg/Cert: EDUC 1300
Motion to discuss. James explained that this is a simple removal. Item approved unanimously.

7. Open Forum

- a. Marcus welcomed to the CAAC committee.
- b. Discussion of next meeting in January. It will take place after convocation week, likely the third week of January.
- c. Alexa will send out agenda to division chairs and division representatives.

8. Adjournment at 2:47 p.m.