

**Articulation Coordinating Committee (ACC)
February 19, 2025
2:00 p.m. EST**

AGENDA

I. Introduction

- | | |
|------------|---------------------------|
| 1. Welcome | Dr. William Hudson, Chair |
|------------|---------------------------|

II. Action Items

- | | |
|---|---------------------------|
| 1. November 18, 2024, Meeting Minutes | Dr. William Hudson, Chair |
| 2. Operating Procedures of the Articulation
Coordinating Committee | Mr. Shannon Mercer |

III. Updates/Discussions

- | | |
|--|--------------------|
| 1. Annual Institutional General Education Course
Review Process | Mr. Shannon Mercer |
|--|--------------------|

Next ACC Meeting: June 11, 2025

Articulation Coordinating Committee Current Membership by Sector

Career and Adult Education

- Dr. Brian Mann, Hillsborough Community College

Florida College System

- Dr. Kathleen Ciez-Volz, Florida Gateway College
- Dr. Paul Broadie, Santa Fe College

K-12 Public Education

- Dr. Sylvia Jackson, Gadsden County Public Schools
- Dr. Helen Wild, St. Lucie County Schools

Non-Public Education

- Vacant
- Vacant

State University System

- Dr. William Hudson (Chair), Florida A&M University
- Vacant

Student Representative

- Gavin Riley-Morales, College of Central Florida

Action Item #1: November 18, 2024, Meeting Minutes

Members Participating: William Hudson, Chair, Florida A&M University
Paul Broadie, Santa Fe College
Kathleen Ciez-Volz, Florida State College at Jacksonville
Vanessa Hilton, Pasco County Schools
Sylvia Jackson, Gadsden County Public Schools
Brian Mann, Hillsborough Community College
Helen Wild, St. Lucie County Schools

I. Introduction

1. Welcome

Chair Hudson called the meeting to order at 2:33 p.m., EDT, and welcomed members to the Articulation Coordinating Committee (ACC) virtual meeting.

II. Action Items

1. Approval of June 7, 2024, Meeting Minutes

Chair Hudson asked members if there were any changes to the meeting minutes being proposed; there were none. Chair Hudson then asked members if anyone would make a motion to approve the minutes.

A motion to approve the minutes was made by Dr. Paul Broadie and was seconded by Dr. Ciez-Volz; the meeting minutes were approved by unanimous vote.

2. Annual Update to the Gold Standard Career Pathways Articulation Agreements

Chair Hudson recognized Ms. Yolanda Singletary who provided a brief overview of changes to the Gold Standard Career Pathways Articulation Agreements for the 2024-2025 academic year. Changes to the list centered around changes made to the CAPE Industry Certification Funding List.

Chair Hudson then asked members if anyone would make a motion to approve the 2024-2025 Gold Standard agreements.

A motion to approve was made by Dr. Brian Mann and was seconded by Dr. Helen Wild; the agreements were approved by unanimous vote.

3. Annual Institutional General Education Course Review Process

Chair Hudson then recognized Mr. Shannon Mercer who provided an update on the institution review process for general education courses. The 2023 Florida Legislature created principles

and standards for general education that public postsecondary institutions must review and adopt annually, in addition to a four-year review of state general education core course options.

Each public postsecondary institution board of trustees and president is responsible for annually reviewing and approving general education course requirements, at a public meeting in accordance with ss. 1007.24, 1007.25 and 1007.55, F.S., at their respective institutions.

By December 1, 2024, and each December 1 thereafter, the ACC shall submit to the SBOE and the BOG courses that have been approved by public postsecondary institutions as meeting general education requirements. The respective boards must then approve or reject the list of general education courses for each institution.

All public institutions must submit their official and approved lists of general education courses to the Office of Articulation by September 1st of each year. Colleges and universities are now updating course descriptions for institutional general education courses in the Statewide Course Numbering System (SCNS) to conform to statutes and will submit their final general education list to the ACC for transmission to the SBOE and BOG, respectively, for approval by **December 1, 2024**.

Based upon the information provided to the ACC regarding the status of the process, Chair Hudson proposed that members vote to authorize the Office of Articulation to transmit the general education lists, as submitted by the institutions, to the State Board of Education and the Board of Governors, respectively, by December 1, 2024, deadline, on the committee's behalf. Chair Hudson then asked members if anyone would make a motion for such authorization.

A motion to approve was made by Dr. Sylvia Jackson and was seconded by Dr. Ciez-Volz; the list was approved by unanimous vote.

4. 2025 Proposed ACC Meeting Schedule

Chair Hudson noted the proposed meeting schedule for 2025 was included in member packets for their review.

Chair Hudson then asked members if anyone would make a motion to approve the 2025 ACC meeting schedule.

A motion to approve was made by Dr. Helen Wild and was seconded by Dr. Brian Mann; the list was approved by unanimous vote.

III. Updates/Discussion

Chair Hudson recognized Mr. Shannon Mercer, to discuss the ACC operating procedures with members. A draft of the procedures was included in member packets for review. Members should provide Mr. Mercer with any feedback before the next scheduled meeting in February 2025, where the final draft will be shared with members for approval.

Adjournment

Chair Hudson then asked members if anyone would make a motion to adjourn the November 18, 2024, meeting of the ACC.

A motion to adjourn was made by Dr. Helen Wild and was seconded by Dr. Vanessa Hilton; the motion passed by unanimous vote.

Chair Hudson adjourned the meeting at 2:52 p.m.

Action Item #2: Operating Procedures of the Articulation Coordinating Committee

Since 1971, the [Articulation Coordinating Committee](#) (ACC), a K-20 advisory body appointed by the Commissioner of Education, has coordinated ways to help Florida's students move easily from institution to institution and from one level of education to the next.

The proposed Operating Procedures codify current procedures as it relates to:

- appointment of members,
- member duties and responsibilities,
- election of officers, including any standing or ad hoc committees,
- open and noticed meetings, and,
- Robert's Rules of Order.

Members were presented with draft Operating Procedures at the November 2024 ACC meeting. The proposed Operating Procedures incorporate feedback from members and are being presented for approval.