

Articulation Coordinating Committee (ACC)
November 14, 2025
2:00 p.m. EST

AGENDA

I. Introduction

Welcome	Dr. William Hudson, Chair
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II. Action Items

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| 1. June 11 and August 27, 2025, Meeting Minutes | Dr. William Hudson, Chair |
| 2. Common Prerequisite Manual Changes
(see also Attachment 1) | Dr. Lynn Nelson
Ms. Lorie Smith |
| 3. Annual Institutional General Education Course
Review Process | Mr. Shannon Mercer |
| 4. 2026 ACC Meeting Schedule | Mr. Shannon Mercer |

III. Updates/Discussions

- | | |
|-------------------|---------------------------|
| 1. Other Business | Dr. William Hudson, Chair |
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Next ACC Meeting: January 30, 2026

**Articulation Coordinating Committee
Current Membership by Sector**

Career and Adult Education

Dr. Brian Mann
Hillsborough Community College

Ms. DeAnna Thomas
Lake Technical College

Florida College System

Dr. Paul Broadie (Vice Chair)
Santa Fe College

Dr. Calandra Stringer
Tallahassee State College

K-12 Public Education

Dr. Sylvia Jackson
Gadsden County Public Schools

Dr. Helen Wild
St. Lucie County Schools

Non-Public Education

Mr. Jeff Cross
Herzing University

Vacant

State University System

Dr. Cynthia DeLuca
University of South Florida

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

Student Representative

Vacant

June 11, 2025, Meeting Minutes

Members Participating: William Hudson, Chair, Florida A&M University
Paul Broadie, Santa Fe College
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 2:03 p.m., EDT, and welcomed members to the Articulation Coordinating Committee (ACC) virtual meeting.

II. Action Items

1. Approval of February 19, 2025, 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 Helen Wild and was seconded by Dr. Brian Mann; the meeting minutes were approved by unanimous vote.

2. Dual Enrollment Course – High School Subject Area Equivalency List for 2025-2026

Chair Hudson recognized Mr. Shannon Mercer who provided a brief overview of changes to the Dual Enrollment Course – High School Subject Area Equivalency List for the 2025-2026 school year. The draft document provided to members contained additional course options in general education and CAPE-funded courses that can lead to industry certifications.

Chair Hudson then asked members if anyone would make a motion to approve the 2025-2026 Dual Enrollment Course – High School Subject Area Equivalency List.

A motion to approve was made by Dr. Paul Broadie and was seconded by Dr. Sylvia Jackson; the list was approved by unanimous vote.

3. ACC Credit-by-Examination Equivalencies List for 2025-2026

Chair Hudson recognized Mr. Shannon Mercer, who then asked Ms. Holly McGlashan to provide a brief overview of changes to the ACC Credit-by-Examination Equivalencies List for the 2025-2026 school year. The draft document provided to members contained additional

equivalencies for the new Florida Advanced Course and Test (FACT) College Algebra, as required by HB 1537 (2024), as well as new equivalencies for Liberal Arts Mathematics, Advanced Placement Environmental Science, and Mathematical Thinking courses.

Chair Hudson then asked members if anyone would make a motion to approve the ACC Credit-by-Examination Equivalencies List for the 2025-2026 school year.

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

4. Common Prerequisite Manual Changes

Chair Hudson recognized Mr. Shannon Mercer, who then asked Ms. Emily Sikes to provide an overview of the status of the Common Prerequisite Manual. The Common Prerequisite Manual is established in Florida law as a catalog of lower-division courses that can be taken at Florida's public colleges and universities as part of their program offerings.

In recent years, there has been a moratorium on changes to the CPM due to technical inaccuracies. Staff in the Division of Florida Colleges, Board of Governors, and the Office of K-20 Articulation have started to review programs to ensure appropriate alignment of existing programs and tracks. Moving forward, to align with the statutory requirements of the CPM, programs should contain only lower-division courses offered by both colleges and universities, include general education core courses, whenever possible, and should not exceed 8 courses (24 credit hours).

Specific changes include recommended courses in teacher preparation programs, such as EDFX005, and the establishment of two distinct tracks for the Bachelor of Science in Nursing, one for pre-licensure and the other for post-licensure.

Chair Hudson asked members if anyone would make a motion to approve the program changes to the Common Prerequisite Manual.

A motion to approve was made by Dr. Helen Wild and was seconded by Dr. Paul Broadie; the program changes were approved by unanimous vote.

Ms. Sikes then handed the presentation back over to Mr. Mercer, who mentioned that there was also a technical change made to the Exceptional Student Education baccalaureate program at St. Petersburg College to reduce their program from 125 hours to 120 by removing upper-division courses.

Chair Hudson asked members if anyone would make a motion to approve the technical changes to the Common Prerequisite Manual.

A motion to approve was made by Dr. Brian Mann and was seconded by Dr. Paul Broadie; the technical changes were approved by unanimous vote.

5. Nomination and Election of Chair and Vice Chair

Chair Hudson proposed a nomination process to elect a Chair and Vice Chair, consistent with the operating procedures of the ACC, Sunshine Law requirements, and Robert's Rules of Order, as well as input from DOE legal counsel. Members will have the opportunity to nominate a member for each seat of Chair and Vice Chair, which must be elected by a majority vote. The term of office will begin on the first day of the month of the next regularly scheduled meeting following the election.

The process will begin with nominations for Chair; the floor will open for nominations where members can nominate one another or themselves, and do not need a second. Once all nominations have been received, discussion is permitted, if needed, followed by a roll call vote conducted by Mr. Shannon Mercer. The member with a majority vote will be announced as the Chair. Once elected, the same process will be followed for the Vice Chair.

Chair Hudson asked members if anyone would make a motion to approve the nomination process to elect the Chair and Vice Chair.

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

Chair Hudson asked members if anyone would make a nomination for the position of Chair.

A motion to nominate Dr. William Hudson, Jr., was made by Dr. Helen Wild and Dr. Brian Mann. No other nominations for Chair were made so Mr. Mercer conducted a roll call vote. As the only nominee, Dr. Hudson abstained from the vote; however, the remaining four members voted to approve the nomination, resulting in the election of Dr. Hudson as Chair for a new three-year term.

Chair Hudson asked members if anyone would make a nomination for the position of Vice Chair.

A motion to nominate Dr. Brian Mann, was made by Dr. Helen Wild. Dr. Mann declined the nomination. A second nomination was made by Dr. William Hudson for Dr. Paul Broadie to be elected as Vice Chair. No other nominations for Vice Chair were made so Mr. Mercer conducted a roll call vote. As the only nominee, Dr. Broadie abstained from the vote; however, the remaining four members voted to approve the nomination, resulting in the election of Dr. Broadie as Vice Chair for a three-year term.

III. Updates/Discussion

Chair Hudson then recognized Mr. Shannon Mercer who provided an update that the institution review process for general education courses for the 2026-2027 academic year has commenced. Final lists are due to the Office of K-20 Articulation on September 1, 2025. Members will be provided with an additional update on general education at the October meeting.

Mr. Mercer also provided members with an update on the process to determine military course equivalencies. Staff will utilize artificial intelligence to review the ACE Military Guide against

courses in the Statewide Course Numbering System to provide students with higher quality course equivalencies.

Mr. Mercer also mentioned that there are no current changes to the Law Enforcement Experience Equivalency List, as there are no new courses to review.

Adjournment

Chair Hudson asked members if anyone would make a motion to adjourn the meeting.

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

Chair Hudson adjourned the meeting at 2:36 p.m.

August 27, 2025, Meeting Minutes

Members Participating: William Hudson, Chair, Florida A&M University
Paul Broadie, Vice Chair, Santa Fe College
Sylvia Jackson, Gadsden County Public Schools
Gavin Riley-Morales, College of Central Florida
Helen Wild, St. Lucie County Schools

III. Introduction

1. Welcome

Chair Hudson called the meeting to order at 4:30 p.m., EDT, and welcomed members to the Articulation Coordinating Committee (ACC) virtual meeting.

IV. Action Items

2. Annual Update to the Credit or Clock Hour for Military Experience Equivalency List for 2025-2026

Chair Hudson recognized Mr. Shannon Mercer who provided a brief overview of changes to the Credit or Clock Hour for Military Experience Equivalency List for the 2025-2026 school year, which included a modified process to evaluate course information using artificial intelligence to compare select military courses against the Statewide Course Numbering System ahead of faculty reviews. Courses in the areas of automotive, aviation, building construction, computer science, and dental were included as part of this year's update.

Chair Hudson then asked members if anyone would make a motion to approve the 2025-2026 Credit or Clock Hour for Military Experience Equivalency List.

A motion to approve was made by Dr. Paul Broadie and was seconded by Dr. Sylvia Jackson; the list was approved by unanimous vote.

3. Annual Update to the Credit or Clock Hour for Military Medical Specialist or Technician Experience Equivalency List for 2025-2026

Chair Hudson recognized Mr. Shannon Mercer, who provided a brief overview of changes to the Credit or Clock Hour for Military Specialist or Technician Experience Equivalency List for the 2025-2026 school year, based on five military medical occupations identified in Section 1004.096, Florida Statutes. The Office of K-20 Articulation worked with the military school that specializes in medical training to create new equivalencies aligned with the specific medical occupations outlined in state law.

Chair Hudson then asked members if anyone would make a motion to approve the Credit or Clock Hour for Military Specialist or Technician Experience Equivalency List for the 2025-2026 school year.

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

IV. Updates/Discussion

Chair Hudson then noted that the October meeting will be moved to November to accommodate the general education review timeline. Future meeting schedules will include November as the third meeting of the ACC for the year.

Adjournment

Chair Hudson asked members if anyone would make a motion to adjourn the meeting.

A motion to approve was made by Dr. Paul Broadie and was seconded by Dr. Helen Wild; the motion was approved by unanimous vote.

Chair Hudson adjourned the meeting at 4:39 p.m.

Action Item #2: Common Prerequisite Manual Changes

The Common Prerequisites Manual (CPM) lists the prerequisite courses and substitutions for each university degree program. Students must complete all required prerequisite courses to be admitted into an upper division program. Specific requirements are determined by a student's enrollment date. The purpose of such a list is to provide students, especially those who plan to transfer between institutions, with information regarding the courses that they will need to take to be admitted into upper division programs.

Proposed changes to the CPM are vetted through college and university faculty committees before being recommended to the ACC, as established by Section 1007.01, Florida Statutes.

Program Change(s):

CIP	Title	Institution	Change
51.3801 Track 2	Nursing (Bachelor of Science, Post-Licensure)	FCS Institutions	Add as prerequisite course alternatives for mathematics: • MACX105 College Algebra or • MACX311 Calculus I or • MGFX130 Mathematical Thinking or • STAX023 Statistical Methods or • STAX122 Introduction to Applied Statistics or • STAX014 Elementary Statistics

Technical Change(s):

CIP	Title	Institution	Change
11.0101	Computer and Information Science – Information Systems (Bachelor of Science)	UWF	Move from Track 3 to Track 4 to align with FIU's requirements
23.1303	Professional and Technical Composition (Bachelor of Arts)	USF	Removes as prerequisite courses: • ENC2210, Technical Writing • SPC2608, Public Speaking

See Attachment 1 for additional changes affecting State University System institutions.

Presenter: Dr. Lynn Nelson and Lorie Smith

Action Item #3: Annual Institutional General Education Course Review Process

Public postsecondary institutions are required to annually review their general education course options for compliance with the statutory requirements of Sections 1007.25 and 1007.55, Florida Statutes, related to discipline areas, course principles, standards, and content. Local boards of trustees and institution presidents will certify their general education courses offerings and submit their signed certification forms, general education reports, and course changes to the ACC by September 1 of each year.

On or before December 1, the ACC will submit courses that have been approved by public postsecondary educational institutions as meeting general education requirements to the State Board of Education and the Board of Governors, respectively.

Action Item #4: 2026 Proposed ACC Meeting Schedule

The following meeting dates are proposed for the 2025 calendar year.

- January 30, 2026
- June 10, 2026
- November 4, 2026

Presenter: Dr. William Hudson, Chair