



Academic Policies & Procedures

AP&P Agenda

Thursday, April 24, 2025

3:00 pm – 5:30 pm T600-J

Type of Meeting: *Regular*

Note Taker: Robyn Serrano

Please Review/Bring: The past minutes for accuracy.

Committee Members:

Dr. Jonathan Compton, Co-chair
Dr. Kathy Bakhit, Co-chair, Vice President of Academic Affairs
Dr. Jessica Eaton, Articulation Officer
Tim Atkerson, AKIN Representative
Travis Lee, IAAT Representative
Alfred Brubaker, IAAT Representative
Darren Watters, HSS Representative
Vacant, HSS Representative
James Dorn, MSE Representative
Dr. Zia Nisani, MSE Representative
Heidi Williams, LACA Representative
Vacant, LACA Representative

Gabby Poorman, SBS Representative
Yadira Arellano, SBS Representative
Cynthia Littlefield, AHUM Representative
Jillian Bentley, AHUM Representative
Stephanie Orellana, Library Rep, Librarian
Tamira Palmetto, Student Services, Counseling
Tanya McGinnis, Student Services, Counseling
Amaka Donn, Adjunct Representative
Dr. Wendy Stout, Administrative Position
Kathryn Mitchell, Administrative Position
Dr. Windy Franklin-Martinez, Administrative Position
John Cariaga, Student Representative

**Absent*

Items	Person	Action
I. Call to Order	<i>Dr. Jonathan Compton/Dr. Kathy Bakhit</i>	
II. Attendance – Roll Call	<i>Dr. Jonathan Compton/Dr. Kathy Bakhit</i>	
III. Opening Comments from the Public (3 minutes maximum)		
IV. Approval of the Agenda	<i>All</i>	
V. Approval of the Minutes – 4/10/2025	<i>All</i>	
VI. Informational Items – CCN – Mandatory Revisions	<i>Dr. Jonathan Compton/Dr. Kathy Bakhit</i>	
VII. Training –	<i>Dr. Jonathan Compton</i>	



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VIII. Action –	<i>Dr. Jonathan Compton/Dr. Kathy Bakhit</i>	
IX. Discussion –	<i>Dr. Jonathan Compton/Dr. Kathy Bakhit</i>	
X. Reports –		
XI. Catalog	<i>Robyn Serrano</i>	
XII. Date of Next Meeting – 5/8/25, 5/22/25		
XIII. Adjournment	<i>Dr. Jonathan Compton/Dr. Kathy Bakhit</i>	
NEXT MEETING DATE: May 8, 2025		

AP&P Minutes		Thursday, April 10, 2025 3:00 pm – 5:30 pm T600-J
<p>Type of Meeting: <i>Regular</i></p> <p>Note Taker: Robyn Serrano</p> <p>Please Review/Bring: The past minutes for accuracy.</p>		
<i>Committee Members:</i>		
<p><i>Dr. Jonathan Compton, Co-chair*</i></p> <p><i>Dr. Kathy Bakhit, Co-chair, Vice President of Academic Affairs*Proxy-Nate Dillon</i></p> <p><i>Dr. Jessica Eaton, Articulation Officer*Proxy-Audrey Moore</i></p> <p><i>Tim Atkerson, AKIN Representative</i></p> <p><i>Travis Lee, IAAT Representative</i></p> <p><i>Alfred Brubaker, IAAT Representative</i></p> <p><i>Darren Watters, HSS Representative</i></p> <p><i>Vacant, HSS Representative</i></p> <p><i>James Dorn, MSE Representative*</i></p> <p><i>Dr. Zia Nisani, MSE Representative</i></p> <p><i>Heidi Williams, LACA Representative</i></p> <p><i>Vacant, LACA Representative</i></p> <p><i>Guests: Esperanza Perez</i></p>		<p><i>Gabby Poorman, SBS Representative</i></p> <p><i>Yadira Arellano, SBS Representative*Proxy-Kimberly Barker</i></p> <p><i>Cynthia Littlefield, AHUM Representative*</i></p> <p><i>Jillian Bentley, AHUM Representative</i></p> <p><i>Stephanie Orellana, Library Rep, Librarian</i></p> <p><i>Tamira Palmetto, Student Services, Counseling*</i></p> <p><i>Tanya McGinnis, Student Services, Counseling</i></p> <p><i>Amaka Donn, Adjunct Representative*</i></p> <p><i>Dr. Wendy Stout, Administrative Position</i></p> <p><i>Kathryn Mitchell, Administrative Position*</i></p> <p><i>Dr. Windy Franklin-Martinez, Administrative Position*</i></p> <p><i>John Cariaga, Student Representative*</i></p> <p style="text-align: right;"><i>*Absent</i></p>
Items	Person	Action
I. Call to Order	<i>Nate Dillon</i>	The meeting was called to order at 3:07pm
II. Attendance – Roll Call	<i>Nate Dillon</i>	
III. Opening Comments from the Public (3 minutes maximum)		
IV. Approval of the Agenda	<i>All</i>	<p>Action Taken</p> <p>Motion to approve: Agenda Motion Second Motion approved</p>
V. Approval of the Minutes – 3/27/2025	<i>All</i>	<p>Action Taken</p> <p>Motion to approve: Minutes for 3/13/2025 Motion Second Abstentions: Dr. Stout, Dr. Nisani, Darren Watters, Audrey Moore Motion approved</p>



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VI. Informational Items – Mandatory Updates – CCN Phase II Updates	<i>Nate Dillon</i>	Mandatory Updates: There are currently 58 course revisions and 3 program revisions in the workflows so please remind faculty to start their revisions. If a course needs to add Distance Education, please let faculty know it needs to be a substantial revision, otherwise the form won't be available. CCN Phase II Updates: ART and HIST still need to be started.
VII. Training –	<i>Nate Dillon</i>	– No updates
VIII. Action – AP 4021	<i>Nate Dillon</i>	Action Taken Motion to approve: AP 4021 Motion Second Motion approved
IX. Discussion –	<i>Nate Dillon</i>	– No discussion items
X. Reports –		– No updates
XI. Catalog	<i>Robyn Serrano</i>	Comments: I am currently working on making the updates from the spreadsheet. There are still 14 programs that are waiting for approval before I can add them to the catalog. I am hoping to have a final draft for review by the end of the month.
XII. Date of Next Meeting – 4/24/25, 5/8/25, 5/22/25		
XIII. Adjournment	<i>Nate Dillon</i>	Motion to adjourn: Motion approved The meeting concluded at 3:19pm
NEXT MEETING DATE: April 24, 2025		