



AP&P Minutes		Thursday, May 22, 2025 3:00 pm – 5:30 pm T600-J
Type of Meeting: <i>Regular</i> Note Taker: Robyn Serrano Please Review/Bring: The past minutes for accuracy.		
<i>Committee Members:</i>		
<i>Dr. Jonathan Compton, Co-chair</i> <i>Dr. Kathy Bakhit, Co-chair, Vice President of Academic Affairs*</i> <i>Dr. Jessica Eaton, Articulation Officer</i> <i>Tim Atkerson, AKIN Representative</i> <i>Travis Lee, IAAT Representative</i> <i>Alfred Brubaker, IAAT Representative</i> <i>Darren Watters, HSS Representative</i> <i>Vacant, HSS Representative</i> <i>James Dorn, MSE Representative</i> <i>Dr. Zia Nisani, MSE Representative</i> <i>Heidi Williams, LACA Representative</i> <i>Vacant, LACA Representative</i> <i>Guests: Lisa O’Leary, Perry Jehlicka, Wendy Rider</i>		<i>Gabby Poorman, SBS Representative</i> <i>Yadira Arellano, SBS Representative*Proxy-Susan Snyder</i> <i>Cynthia Littlefield, AHUM Representative</i> <i>Jillian Bentley, AHUM Representative</i> <i>Stephanie Orellana, Library Rep, Librarian</i> <i>Tamira Palmetto, Student Services, Counseling</i> <i>Tanya McGinnis, Student Services, Counseling</i> <i>Amaka Donn, Adjunct Representative</i> <i>Dr. Wendy Stout, Administrative Position</i> <i>Kathryn Mitchell, Administrative Position</i> <i>Dr. Windy Franklin-Martinez, Administrative Position*</i> <i>John Cariaga, Student Representative*</i> <div style="text-align: right;"><i>*Absent</i></div>
Items	Person	Action
I. Call to Order	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	The meeting was called to order at 3:05 pm.
II. Attendance – Roll Call	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	
III. Opening Comments from the Public (3 minutes maximum)		Dr. Eaton would like to add Credit for Prior Learning to the agenda.
IV. Approval of the Agenda	<i>All</i>	<u>Action Taken</u> Motion to approve: Agenda Motion Second Motion to amend the agenda:



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		<p>Add CPL- give credit for courses so students can graduate without taking these courses, HE 100 & EMT 101</p> <p>Motion Second</p> <p>Motion approved</p>
<p>V. Approval of the Minutes</p> <ul style="list-style-type: none"> – 5/8/2025 	<i>All</i>	<p>Action Taken</p> <p>Motion to approve:</p> <p>Minutes for 5/8/2025</p> <p>Motion Second</p> <p>Abstentions: Kathryn Mitchell, Dr. Jessica Eaton, Susan Snyder</p> <p>Motion approved</p>
<p>VI. Informational Items</p> <ul style="list-style-type: none"> – Coursedog – CPOS 	<p><i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i></p>	<p>Coursedog:</p> <p>You will be receiving emails within the next couple months regarding a curriculum software change. eLumen is merging with CourseDog, there is a meeting June 12th for a demonstration.</p> <p>CPOS:</p> <p>This is a federal requirement. CPOS stands for course program of study. There is a new rule where classes will only be paid for by financial aid if they are part of a program. It should have been started 2 years ago. Dr. Franklin-Martinez is going to send out a detailed document. If a local degree has a hidden prerequisite then put it in your program. Adding more courses is not the way to go. Prerequisites for programs is one thing but prerequisites for other courses is another. This is going to hit Arts the hardest. If you have any questions please reach out to Dr. Franklin-Martinez. Dr. Eaton wants to add verbiage to local degrees regarding GE. This is all still developing.</p>
<p>VII. Training</p> <ul style="list-style-type: none"> – 	<p><i>Dr. Jonathan Compton</i></p>	
<p>VIII. Action</p> <p>Noncredit Course Developments</p> <p>RE901 Real Estate Principles</p> <p>RE902 Real Estate Practices</p> <p>RE903 Real Estate Finance</p> <p>RE904 Legal Aspects of Real Estate</p>	<p><i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i></p>	<p>Action Taken</p> <p>Noncredit Course Developments</p> <p>Motion to approve:</p> <p>RE901 Real Estate Principles</p> <p>Motion Second</p> <p>Motion approved</p> <p>Motion to approve:</p>



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<p>Noncredit Substantial Course Revisions</p> <p>ESL953 ESL Grammar 5</p> <p>Substantial Course Revisions</p> <p>BIOL202 General Human Physiology</p> <p>COMM105 Introduction to Mass Communication</p> <p>COMM109 Small Group Communication</p> <p>COMM112 Oral Interpretation</p> <p>COMM114 Art of Storytelling</p> <p>COMM116 Forensics</p> <p>ECON110 Economics of the Underclass</p> <p>ENGL221 American Literature 1400-1865</p> <p>ENGL256 Latinx/e Literature</p> <p>FTV101 Introduction to Film</p> <p>FTV107 History of Film, Pre 1950</p> <p>FTV108 History of Film, 1950-Present</p> <p>FTV134 Introduction to Screenwriting</p> <p>FTV203 African-American Cinema</p> <p>FTV242 Writing and Pre-Production of the Short Film</p> <p>FTV251 Contemporary American Independent Film</p> <p>GEOL102 Historical Geology</p> <p>GEOL102L Historical Geology Laboratory</p> <p>HE101 Health Education</p> <p>JOUR121 Beginning Journalism</p> <p>KINT115 Foundation For Fitness And Wellness</p> <p>MATH116 Introduction to Statistics Using R</p> <p>MUSC124A Improvisation</p> <p>PSCI101 Physical Science</p> <p>PSY102 Introduction to Alcohol and Other Drug Studies</p> <p>PSY109 Directed Field Experience I</p> <p>PSY235 Child Psychology</p> <p>THA104 Introduction to Costume Design for Theatre</p> <p>THA240 LGBTQ+ Theatre</p>	<p>RE902 Real Estate Practices</p> <p>Motion Second</p> <p>Motion approved</p> <p>Motion to approve:</p> <p>RE903 Real Estate Finance</p> <p>Motion Second</p> <p>Motion approved</p> <p>Motion to approve:</p> <p>RE904 Legal Aspects of Real Estate</p> <p>Motion Second</p> <p>Motion approved</p> <p>Noncredit Substantial Course Revisions</p> <p>Motion to approve:</p> <p>ESL953 ESL Grammar 5</p> <p>Motion Second</p> <p>Motion approved</p> <p>Substantial Course Revisions</p> <p>Motion to approve:</p> <p>BIOL202 General Human Physiology</p> <p>Motion Second</p> <p>Motion tabled</p> <p>Motion to approve:</p> <p>COMM105 Introduction to Mass Communication</p> <p>Motion Second</p> <p>Motion approved</p> <p>Motion to approve:</p> <p>COMM109 Small Group Communication</p> <p>Motion Second</p> <p>Motion approved</p> <p>Motion to approve:</p> <p>COMM112 Oral Interpretation</p> <p>Motion Second</p> <p>Motion approved</p> <p>Motion to approve:</p> <p>COMM114 Art of Storytelling</p> <p>Motion Second</p>
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<p>Noncredit Program Development Real Estate Salesperson Certificate</p> <p>Noncredit Program Revisions AVC Tutor Certificate (Noncredit) Computer and Workplace Fundamentals (Noncredit) Health and Fitness for First Responders Certificate of Completion (Noncredit) Logistics, Transportation and Distribution Cert (Noncredit) Personal Business Ownership (Noncredit) Supply Chain Warehouse Essentials Cert (Noncredit)</p>		<p>Motion approved</p> <p>Motion to approve: COMM116 Forensics Motion Second Motion approved</p> <p>Motion to approve: ECON110 Economics of the Underclass Motion Second Motion approved</p> <p>Motion to approve: ENGL221 American Literature 1400-1865 Motion Second Motion approved</p> <p>Motion to approve: ENGL256 Latinx/e Literature Motion Second Motion approved</p> <p>Motion to approve: FTV101 Introduction to Film Motion Second Motion approved</p> <p>Motion to approve: FTV107 History of Film, Pre 1950 Motion Second Motion approved</p> <p>Motion to approve: FTV108 History of Film, 1950-Present Motion Second Motion approved</p> <p>Motion to approve: FTV134 Introduction to Screenwriting Motion Second Motion approved</p> <p>Motion to approve: FTV203 African-American Cinema</p>
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		<p>Motion Second Motion tabled</p> <p>Motion to approve: FTV242 Writing and Pre-Production of the Short Film Motion Second Motion approved</p> <p>Motion to approve: FTV251 Contemporary American Independent Film Motion Second Motion tabled</p> <p>Motion to approve: GEOL102 Historical Geology Motion Second Motion tabled</p> <p>Motion to approve: GEOL102L Historical Geology Laboratory Motion Second Motion tabled</p> <p>Motion to approve: HE101 Health Education Motion Second Motion approved</p> <p>Motion to approve: JOUR121 Beginning Journalism Motion Second Motion approved</p> <p>Motion to approve: KINT115 Foundation For Fitness And Wellness Motion Second Motion approved</p> <p>Motion to approve: MATH116 Introduction to Statistics Using R Motion Second Motion approved</p>
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		<p>Motion to approve: MUSC124A Improvisation Motion Second Motion tabled</p> <p>Motion to approve: PSCI101 Physical Science Motion Second Motion tabled</p> <p>Motion to approve: PSY102 Introduction to Alcohol and Other Drug Studies Motion Second Motion approved</p> <p>Motion to approve: PSY109 Directed Field Experience I Motion Second Motion approved</p> <p>Motion to approve: PSY235 Child Psychology Motion Second Motion approved</p> <p>Motion to approve: THA104 Introduction to Costume Design for Theatre Motion Second Motion approved</p> <p>Motion to approve: THA240 LGBTQ+ Theatre Motion Second Motion approved</p> <p>Noncredit Program Development Motion to approve: Real Estate Salesperson Certificate Motion Second Motion approved</p>
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		<p>Noncredit Program Revisions</p> <p>Motion to approve: AVC Tutor Certificate (Noncredit) Motion Second Motion approved</p> <p>Motion to approve: Computer and Workplace Fundamentals (Noncredit) Motion Second Motion approved</p> <p>Motion to approve: Health and Fitness for First Responders Certificate of Completion (Noncredit) Motion Second Motion approved</p> <p>Motion to approve: Logistics, Transportation and Distribution Cert (Noncredit) Motion Second Motion approved</p> <p>Motion to approve: Personal Business Ownership (Noncredit) Motion Second Motion approved</p> <p>Motion to approve: Supply Chain Warehouse Essentials Cert (Noncredit) Motion Second Motion approved</p>
IX. Discussion —	Dr. Jonathan Compton/ Dr. Kathy Bakhit	
X. Reports —		
XI. Catalog —	Robyn Serrano	



XII.	Date of Next Meeting – 8/28/25, 9/11/25, 9/25/25, 10/9/25, 10/23/25, 10/30/25, 11/13/25, 2/26/26, 3/12/26, 3/26/26, 4/9/26, 4/23/26, 5/14/26, 5/28/26		
XIII.	Adjournment	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	Motion to adjourn: Motion approved The meeting concluded at 4:32pm
NEXT MEETING DATE: August 28, 2025			