



## Academic Policies & Procedures

### AP&P Agenda

Thursday, February 26, 2026

3:00 pm – 5:30 pm CH 302

**Type of Meeting:** *Regular*

**Note Taker:** Jamie MacMillan

**Please Review/Bring:** The past minutes for accuracy.

#### Committee Members:

*Dr. Jonathan Compton, Co-chair*  
*Kathryn Mitchell, Co-chair, Interim 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*  
*Rhea Vichot, LACA Representative*

*Gabby Fenn, SBS Representative*  
*Yadira Arellano, SBS Representative*  
*Cynthia Littlefield, AHUM Representative*  
*Carla Corona, 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*  
*Nate Dillon, Administrative Position*  
*Dr. Windy Franklin-Martinez, Administrative Position*  
*Vacant, Student Representative*

*\*Absent*

Items	Person	Action
I. Call to Order	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	
II. Attendance – Roll Call	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	
III. Opening Comments from the Public (3 minutes maximum)		
IV. Approval of the Agenda	<i>All</i>	
V. Approval of the Minutes – 11/13/25	<i>All</i>	
VI. Informational Items – <a href="#">Implementing the New Course Outline of Record</a> webinar-March 24th, 1-2pm – Offline changes	<i>Dr. Jonathan Compton</i>	



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<ul style="list-style-type: none"> <li>○ BS Degrees</li> <li>○ AIED</li> </ul>	<i>Dr. Jessica Eaton</i>	
<p>VII. Training</p> <p>–</p>	<i>Dr. Jonathan Compton</i>	
<p>VIII. Action</p> <ul style="list-style-type: none"> <li>– MOA 110</li> <li>– MOA 111</li> <li>– BIP 151</li> <li>– Medical Assistant Certificate</li> </ul>	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	
<p>IX. Discussion</p> <ul style="list-style-type: none"> <li>– <a href="#">IDEAA in the COR</a></li> <li>– <a href="#">TOP to CIP transition</a> <ul style="list-style-type: none"> <li>○ CTE</li> <li>○ Noncredit</li> </ul> </li> <li>– Certificate – Veterans Aid</li> </ul>	<i>Dr. Jonathan Compton/ Kathryn Mitchell/ Dr. Norma Jones</i>	
<p>X. Reports</p> <p>–</p>	<i>Dr. Jonathan Compton</i>	
<p>XI. Catalog</p> <ul style="list-style-type: none"> <li>– Addendum</li> </ul>	<i>Robyn Serrano</i>	
<p>XII. Date of Next Meeting</p> <ul style="list-style-type: none"> <li>– 3/12/26, 3/26/26, 4/23/26, 5/14/26, 5/28/26</li> </ul>		
<p>XIII. Adjournment</p>	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	
<p><b>NEXT MEETING DATE: March 12, 2026</b></p>		



<b>AP&amp;P Minutes</b>		Thursday, November 13, 2025 3:00 pm – 5:30 pm CH 202
<p><b>Type of Meeting:</b> <i>Regular</i></p> <p><b>Note Taker:</b> Jamie MacMillan</p> <p><b>Please Review/Bring:</b> The past minutes for accuracy.</p>		
<i>Committee Members:</i>		
<p><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*Proxy-Tim Sturm</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*Proxy-Richard Biritwum</i>  <i>Heidi Williams, LACA Representative</i>  <i>Rhea Vichot, LACA Representative*</i></p> <p><i>Guests: Lisa O’Leary</i></p>		<p><i>Gabby Poorman, SBS Representative</i>  <i>Yadira Arellano, SBS Representative</i>  <i>Cynthia Littlefield, AHUM Representative*</i>  <i>Paul Taglianetti, 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>Vacant, Student Representative</i></p> <p style="text-align: right;"><i>*Absent</i></p>
Items	Person	Action
I. Call to Order	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	The meeting was called to order at 3:04pm
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>	<b>Action Taken</b> Motion to approve: Agenda Motion Second Motion Approved
V. Approval of the Minutes – 10/30/25	<i>All</i>	<b>Action Taken</b> Motion to approve:



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		<p>Minutes for 10/30/2025</p> <p>Motion Second</p> <p>Abstentions: Stephanie Orellana, Yadira Arellano, Tanya McGinnis, Darren Watters</p> <p>Motion Approved</p>
<p>VI. Informational Items</p> <ul style="list-style-type: none"> <li>– Class max procedure revision</li> <li>– UC TCA List</li> <li>– Submission for Fall 2026 Cal-GETC GE consideration</li> <li>– MASS Equivalencies (SHATATR Project)</li> </ul>	<p><i>Dr. Jonathan Compton</i></p> <p><i>Dr. Jessica Eaton</i></p>	<p><b>Class max procedure revision:</b> Will review again in Spring 2026.</p> <p><b>UC TCA List/Submission for Fall 2026 Cal-GETC GE consideration:</b> An updated list will be shared with the committee.</p> <p><b>MASS Equivalencies (SHATATR Project):</b> Jessica will be reaching out to faculty/divisions for assistance with this process.</p>
<p>VII. Training</p> <ul style="list-style-type: none"> <li>–</li> </ul>	<p><i>Dr. Jonathan Compton</i></p>	
<p>VIII. Action</p> <ul style="list-style-type: none"> <li>–</li> </ul>	<p><i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i></p>	
<p>IX. Discussion</p> <ul style="list-style-type: none"> <li>– 4yr Revision Schedule Update</li> <li>– Course Offering Report</li> </ul>	<p><i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i></p>	<p><b>4yr Revision Schedule Update:</b> Jonathan presented his updated spreadsheet and asked for feedback.</p> <p><b>Course Offering Report:</b> Jonathan shared a spreadsheet of courses that have not been offered. The committee discussed how to deal with these courses. Jonathan suggested the committee take this list to their division meetings to discuss how to move forward with these courses.</p>
<p>X. Reports</p> <ul style="list-style-type: none"> <li>–</li> </ul>	<p><i>Dr. Jonathan Compton</i></p>	
<p>XI. Catalog</p> <ul style="list-style-type: none"> <li>–</li> </ul>	<p><i>Robyn Serrano</i></p>	



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<p>XII. Date of Next Meeting</p> <p>– 2/26/26, 3/12/26, 3/26/26, 4/9/26, 4/23/26, 5/14/26, 5/28/26</p>		
<p>XIII. Adjournment</p>	<p><i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i></p>	<p>Motion to adjourn: Motion Approved The meeting concluded at 3:41pm</p>
<p><b>NEXT MEETING DATE: February 26, 2026</b></p>		