



Academic Policies & Procedures

AP&P Minutes		Thursday, May 28, 2026 3:00 pm – 5:30 pm CH 302
Type of Meeting: <i>Regular</i> Note Taker: Jamie MacMillan Please Review/Bring: The past minutes for accuracy.		
Committee Members:		
<i>Dr. Jonathan Compton, Co-chair</i> <i>Kathryn Mitchell, Co-chair, Interim 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>Rhea Vichot, LACA Representative</i> <i>Guests: Lisa O’Leary</i>		<i>Gabby Fenn, SBS Representative</i> <i>Yadira Arellano, SBS Representative*Proxy-</i> <i>Maria Espinoza Schrock</i> <i>Cynthia Littlefield, AHUM Representative</i> <i>Carla Corona, 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>Nate Dillon, Administrative Position</i> <i>Dr. Windy Franklin-Martinez, Administrative Position*</i> <i>Armando De La Torre, Student Representative*</i> <i>Proxy-Yvain Quintero</i> <i>*Absent</i>
Items	Person	Action
I. Call to Order	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	The meeting was called to order at 3:03pm
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>	Action Taken Motion to Approve: Agenda Motion Second Motion Approved



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V. Approval of the Minutes – 5/14/26	<i>All</i>	<u>Action Taken</u> Motion to Approve: Minutes for 5/14/26 Motion Second Abstentions: Alfred Brubaker, Tanya McGinnis Motion Approved
VI. Informational Items – Meeting room change for Fall – Exam Lists ○ Credit by Exam ○ AP ○ CLEP ○ IB	<i>Dr. Jonathan Compton</i>	Meeting room change for Fall: Classes are scheduled in this room during our meeting time, but we should be able to use CH 327. The next class scheduled in that room doesn't start until 6:30pm. Exam List: Adding AFMT 451 to the Credit by Exam list
VII. Training –	<i>Dr. Jonathan Compton</i>	
VIII. Action – Upper Division Unit Limitation removed ○ "The previous limitation on the number of upper-division units accepted has been discontinued. Eligible upper-division coursework may be applied toward degree completion on a case-by-case basis, subject to the residency requirement and faculty approval." – Degree awarding with discrepancies in the number of major units completed ○ An associate degree will be awarded when a student has satisfactorily completed all required general education, residency, and major requirements as specified in the college catalog. Consistent with Title 5 (§ 55061) and PCAH guidelines, the major for an associate degree must include a minimum of eighteen (18) semester units of degree-applicable coursework	<i>Dr. Jonathan Compton/ Kathryn Mitchell/ Dr. Jessica Eaton</i>	<u>Action Taken</u> Motion to Approve: Upper Division Unit Limitation removed Motion Second Motion Approved Motion to Approve: Degree awarding with discrepancies in the number of major units completed Motion Second Motion Approved



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in the major discipline or area of emphasis. In cases where variability in unit totals occurs due to course substitutions, curriculum revisions, articulation adjustments, or course unit differences across institutions, the college will award the degree provided that: ▪ All required major learning outcomes and content requirements have been met; and ▪ A minimum of eighteen (18) semester units in the major have been successfully completed. Variations in total units within the major that do not compromise the integrity, rigor, or learning outcomes of the program shall not preclude the awarding of the degree. Course Amends ENGL C1002 Introduction to Literature ENGL C1002H Introduction to Literature – Honors		Course Amends Motion to Approve: ENGL C1002 Introduction to Literature Motion Second Motion Approved Motion to Approve: ENGL C1002H Introduction to Literature – Honors Motion Second Motion Approved
IX. Discussion —	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	
X. Reports —	<i>Dr. Jonathan Compton</i>	
XI. Catalog — Update	<i>Robyn Serrano</i>	I will be meeting with Dr. Eaton on Monday to go over the front of the catalog so that can be finalized. Once those changes are made then I will be able to officially publish the online catalog. Melissa and



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		Jamie have made great progress on the print catalog. They are close to being done with the academic sections. I'm hoping to send out the draft on June 15 th for review for maybe a week or so and then we can send it off to print.
XII. Date of Next Meeting – 8/27/26, 9/10/26, 9/24/26, 10/8/26, 10/22/26, 11/12/26		
XIII. Adjournment	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	Motion to Adjourn: Motion Second Motion Approved The meeting concluded at 3:28pm
NEXT MEETING DATE: August 27, 2026		