



Academic Policies & Procedures

AP&P Agenda

Thursday, March 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 – 3/12/26	<i>All</i>	
VI. Informational Items – TOP to CIP Updates	<i>Dr. Jonathan Compton/</i>	



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<p>VII. Training –</p>	<p><i>Dr. Jonathan Compton</i></p>	
<p>VIII. Action</p> <p>Course Amends</p> <p>PHYS 110 General Physics PHYS 120 General Physics PHYS 211 General Physics</p> <p>Program Amends</p> <p>Aeronautical Non-Destructive Inspection Cert Aircraft Airframe Cert Aircraft Powerplant Cert Biology AS-T BIP Level I - Business Information Professional Quick Start Certificate of Achievement BIP Level II - Business Information Professional Two Certificate of Achievement BIP Level III - Business Information Professional Three Certificate of Achievement Cal-GETC Cert Chemistry AS Computer Engineering AS Computer Networking Cert Computer Networking Multi-Platform Cert Computer Science AS Computer Science AS-T Electrical Engineering AS Engineering Fundamentals Cert General Aircraft Maintenance Cert General Engineering AS Geographic Information Systems Cert Math and Science - Option I AA Mathematics 2.0 AS-T Mechanical Engineering AS Physics 2.0 AS-T</p> <p>Program Revisions</p> <p>Site Supervisor I Cert Site Supervisor II Cert Software Development Essentials Cert Video Design and Production Cert</p>	<p><i>Dr. Jonathan Compton/ Kathryn Mitchell</i></p>	



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IX.	Discussion <ul style="list-style-type: none">– Update “How to Write an Effective Syllabus” document (draft rewrite provided)– Finish 4 yr cycle roadmap	<i>Dr. Jonathan Compton/ Nate Dillon</i>	
X.	Reports <ul style="list-style-type: none">–	<i>Dr. Jonathan Compton</i>	
XI.	Catalog <ul style="list-style-type: none">–	<i>Robyn Serrano</i>	
XII.	Date of Next Meeting <ul style="list-style-type: none">– 4/23/26, 5/14/26, 5/28/26		
XIII.	Adjournment	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	
NEXT MEETING DATE: April 23, 2026			



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AP&P Minutes	Thursday, March 12, 2026 3:00 pm – 5:30 pm CH 302
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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
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Gabby Fenn, SBS Representative
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*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*

Guests: Lisa O’Leary

Items	Person	Action
I. Call to Order	<i>Dr. Jonathan Compton/ Kathryn Mitchell</i>	The meeting was called to order at 3:08pm
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: Motion Second Motion Approved
V. Approval of the Minutes – 2/26/26	<i>All</i>	Action Taken Motion to Approve:



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<p>IX. Discussion</p> <ul style="list-style-type: none"> – Acceptance of upper division 	<p><i>Dr. Jonathan Compton/ Dr. Jessica Eaton</i></p>	<p>Acceptance of upper division: Jessica is asking the committee to consider using 3 courses or 9 units toward Majors where it is allowed. Our current policy is 2 courses or 6 units. She clarified that upper division courses are substitutions, not equivalencies. This item will be brought back for a vote.</p>
<p>X. Reports</p> <ul style="list-style-type: none"> – 	<p><i>Dr. Jonathan Compton</i></p>	
<p>XI. Catalog</p> <ul style="list-style-type: none"> – 	<p><i>Robyn Serrano</i></p>	
<p>XII. Date of Next Meeting</p> <ul style="list-style-type: none"> – 3/26/26, 4/23/26, 5/14/26, 5/28/26 		
<p>XIII. Adjournment</p>	<p><i>Dr. Jonathan Compton/ Kathryn Mitchell</i></p>	<p>Motion to Adjourn: Motion Approved The meeting concluded at 3:44pm</p>
<p>NEXT MEETING DATE: March 26, 2026</p>		