Academic Policies & Procedures

AP&P Minutes

Thursday, September 10, 2026
3:00 pm – 5:30 pm CH 327

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**
Travis Lee, IAAT Representative
Alfred Brubaker, IAAT Representative
*Darren Watters, HSS Representative*Proxy-Lori Gilroy*
Tim Atkerson, HSS Representative
James Dorn, MSE Representative
Dr. Zia Nisani, MSE Representative
Heidi Williams, LACA Representative
Rhea Vichot, LACA Representative

Guests: Esperanza Perez, Caroline Depiro

Gabby Fenn, SBS Representative
Yadira Arellano, SBS Representative
Cynthia Littlefield, AHUM Representative
Paul Taglianetti, AHUM Representative
Stephanie Orellana, Library Rep, Librarian
Tamira Palmetto, Student Services, Counseling
Tanya McGinnis, Student Services, Counseling
Amaka Donn, Adjunct Representative
*Ashley Hawkins, Administrative Position**
Nate Dillon, Administrative Position
Vacant, Administrative Position
*Armando De La Torre, Student Representative**

Items	Person	Action
I. Call to Order	*Dr. Jonathan Compton/ Kathryn Mitchell*	The meeting was called to order at 3:05pm
II. Attendance – Roll Call	*Dr. Jonathan Compton/ Kathryn Mitchell*	
III. Opening Comments from the Public (3 minutes maximum)		
IV. Approval of the Agenda	*All*	**Action Taken** Motion to approve: Agenda Motion Second Motion Approved
V. Approval of the Minutes – 8/27/26	*All*	**Action Taken** Motion to Approve: Minutes for 8/27/26 Motion Second

		Abstentions: Travis Lee, Stephanie Orellana, Yadira Arellano, Amaka Donn, Lori Gilroy Motion Approved
VI. Informational Items – C-ID – UC TCA – AP, CLEP, and IB – Credit by Exam – TOP to CIP Emails	*Dr. Jonathan Compton/ Dr. Jessica Eaton*	Lists for C-ID, UC TCA, AP, CLEP, IB and Credit by Exam were shared with the committee. Members were directed to contact Dr. Eaton directly If they have a course that could be articulated. TOP to CIP Emails have been sent to divisions. More to come.
VII. Training – Annual Committee Training o TOP/CIP/CB codes	*Dr. Jonathan Compton*	A quick relationship map for California Community Colleges Noncredit Coding chart was shared with the committee. Dr. Compton detailed the difference between Short-Term Vocational and Workforce Preparation and the importance of how it relates to all other CB codes.
VIII. Action	*Dr. Jonathan Compton/ Kathryn Mitchell*	
IX. Discussion – Committee Goals	*Dr. Jonathan Compton/ Kathryn Mitchell*	Implement Curriculum Review Cycles Implement Coursedog for Curriculum Management Improve CB Code Accuracy
X. Reports –	*Dr. Jonathan Compton*	
XI. Catalog –	*Robyn Serrano*	
XII. Date of Next Meeting – 9/24/26, 10/8/26, 10/22/26, *10/29/26, 11/12/26, *2/11/27, 2/25/27, 3/11/27, 3/25/27, 4/22/27, *4/29/27, 5/13/27, 5/27/27		
XIII. Adjournment	*Dr. Jonathan Compton/ Kathryn Mitchell*	Motion to Adjourn: Motion Second Motion Approved The meeting concluded at 3:53pm
NEXT MEETING DATE: September 24, 2026		