

EDUCATIONAL PROGRAMS COMMITTEE MINUTES

May 5, 2025

CHAIR: Dana Hester, Vice President of Academic Affairs

Members Present:

Catie Besancon, SLOA Coordinator
Dana Hester, Vice President of Academic Affairs
Jack Beckham, Dean of Social and Behavioral Sciences
Jennifer Miller-Thayer, Honors Coordinator
Terry Adams, CTE Supervisor
Marivel Ortiz-Sanchez, Director of Dual Enrollment
Junior Domingo, Dean of Kinesiology, Health and Athletics
Michelle Plug, Articulation Officer and Curriculum Chair
Balaji Sethu Raja, Dean of Mathematics, Business and Sciences
Dan Volonte, Program Review Coordinator
Becky Rudd, OE Faculty Coordinator
Salima Allahbachayo, Director of Health Sciences
Lisa Villa, Academic Senate President
Lan Hao, Director of Institutional Research
Elaine Lipiz Gonzalez, Dean of Counseling
Jeremy Clark, Associate Dean of Natural and Physical Sciences

Guests:

Members Absent:

Gerald Sequeira, Dean of Enrollment Services
Renee Liskey, Academic Senate Vice President
John Vaughan, Dean of Visual and Performing Arts
Ivon McCraven, Director of Continuing Education
Kimberly Mathews, Dean of Career and Technical Education
My Chau, Grants Director
Kim Orlijan, Dean of Language Arts and Library
Hamza El Lahib, ASCC Representative
Vacant, Classified Representative

1. Approval of Minutes – March 31, 2025

Minutes approved.

2. Workgroup Reports:

Curriculum Committee – Michelle shared the last curriculum meeting will be May 29th. There are about 8 more courses due for six-year review; she plans to work with the originators to get those courses launched before the end of the term. There is a common course numbering debrief on Thursday that will allow for discussion around how the work went this year, what should be changed for next year's work, and how efforts can be sustained after 2027.

Michelle recently attended Plenary and is keeping an eye on some legislation that may allow schools to receive funding based on their output of credit for prior learning (CPL).

Dual Enrollment – Marivel announced there were a total of 1,488 students in their program this spring. Currently there are 36 summer classes offered in coordination with four of our high school partners. Summer is a busy time for the team as they facilitate college application workshops, concurrent enrollment forms, and work with deans to fill fall classes.

TeCS is working with the team to assist in accurately adding datapoints and other program information to the newly created student e-files. A dual enrollment Canvas has just been created with the intent of relaying information to both the high school partner and the high school student at the same time to make sure the information is shared as accurately and consistently as possible, while also encouraging more student engagement with applicable resources. Marivel is also working with the deans to create a dual enrollment-specific on-boarding guide. If passed, Assembly Bill 731 would require submitting data of students that successfully passed their dual enrollment classes, so knowing that this may pass, the team is working on adjusting their coding and tracking to better capture this information. There is discussion of starting an advisory committee in the fall with the goal of better updating partners with updates that might impact them and vice versa.

Enrollment Management – Dana shared that anticipated items for the committee meeting this Thursday include an update from Eric Calderon for marketing, branding and the new website and portal update. Gwen will also be highlighting the public-facing common course numbering language. At least one faculty committee member is retiring, so now is a good time for faculty that may be interested in attending this committee to join the membership.

Grants – My shared the following written report.

Three SSOAR scholars have been selected to attend the annual S-STEM Scholars Meeting in San Diego in October. The S-STEM Scholars Meeting features engaging speakers, interactive workshops, and beneficial networking opportunities focused on enhancing scholars' professional growth and connections, research poster presentation skills, and awareness of STEM opportunities and careers.

SSOAR students participated in a mental health workshop on April 25 hosted by the mental health supervisor. This was a workshop topic suggested by the students.

TRIO STEM students attended a Health Professions Conference at Mt. SAC on May 2 to explore options in health careers. The conference featured keynote speakers, workshops on admissions and career tracks, focus groups on various health fields, interactive skills demonstrations, including suturing and casting workshops, panel discussions, networking, and a 2 1/2-hour health education fair.

Summer Research Experience (SRE) placements are almost finalized. We are waiting on Cal-Poly Pomona (CPP) and Chapman placements. We are anticipating at least 15 students will be participating in SRE this year.

The CA Learning Lab grant to redesign the calculus pipeline has ended, but an extension request was submitted, and we are awaiting the decision.

Honors Transfer Program – The following is an abbreviated version of Jennifer's written report.

We are proud to report that, like last year, all 10 Key of Knowledge award winners are HTP students.

The 2025 UCR Honors Conference was an amazing success. 11 students presented 7 papers and 3 posters. Dr. Schulz, Dr. Dana Hester, both HTP counselors, the HTP dean and 4 HTP faculty and AGS and PTK advisors also attended. Joshua Iniguez won the Exemplary Student Award for Citrus College and Emilia Ramirez won the prestigious Juan Lara Award. We are so proud of them and their accomplishments!

Hamza El Lahib presented his paper, "Deathcore as Protest: Enculturation, Identity Politics, and Cultural Legitimacy" at the Bay Honors Consortium (BHC) Symposium at UC Berkeley on April 26, 2025.

We are continuing to add more courses into the curriculum. BUS 132H and ASTR 117H have been submitted into the curriculum process. Scheduling for winter and spring 2026 begins soon. I am excited that we are going to have another honors classroom. We have 194 students in the program with 41 completing this spring (plus a few transferring/graduating without completing).

We continue to work on new ways to reach potential HTP students to grow our program. This semester the President's List letters included our unity flyer with the HTP, PTK and AGS information. We have received some emails from students who received our flyer with their President's letter, so this is working. We are hoping that we can get these to go out with the Dean's List letters soon as well. I attended college night with 4 student volunteers who helped with tabling, and received interest afterwards.

The HTP, AGS and PTK Spring reception will be on Thursday, May 29, 2025, at 3:00 in the Campus Center. We will be honoring all our graduating and completing students together. Refreshments will be provided. If you would like to attend, please email me or Melisa by Tuesday, May 9, so we can add you to our head count.

Spring 2025 meetings are Hybrid – in person in TC 123 and on Zoom, held the third Wednesday of each month. Next meeting is May 21, 2025.

Online Education – Becky reported

The Online Ed Committee met on Monday, April 21, at 2:40pm and discussed extending the time for classes to be available after the end of the term. Based on feedback from several areas, the group decided to extend the default end date to 30 days after the end of the term. Video instructions for faculty to set a different end date will be created and shared.

POCR reviewers participated in Online Course Reviews for 34 full-time faculty evaluations. Recruitment for POCR course submissions this semester has resulted in 21 faculty expressing an interest in submitting a course review with two courses in the initial stages of review.

Information about RSI and accreditation has been shared with the Academic Senate and several divisions have requested that information be provided at division meetings. POCR reviewers emphasized RSI as part of the faculty evaluation course reviews. Interviews are scheduled for Friday, 5/9/25 for the Instructional Design and Accessibility Specialist.

Program Review/SLOA – Dan reported the committee met last Friday. He has been attending division meetings to help answer questions. A recent committee meeting discussion has centered around where to house the completed program reviews. Currently Teams seems to be a good option. There are plans to create a training video and a handout with screenshots to better guide the process once storage has been finalized. Tommy Reyes, in coordination with Lan Hao, Dan and others, is leading a Technology Friday event this Friday to discuss using AI with interpreting data in program review and creating guidelines.

Catie reminded the group that any information that might be used in SLOA reviewing would need to be public information. The new SLOA process is live in Padlet; faculty are actively working on their assessment conversations. A reminder email went out after spring break, and another reminder will go out closer to the end of the semester. Padlets will continue to be open for comments during the summer. Curriculum Committee is having discussions about the SLOA competencies as some competencies may be outdated.

Strong Workforce Program/Perkins – Terry remarked that the Chancellor's Office informed Citrus College that their 25-26 allocation is about \$487,500 and that the 25-26 Perkins applications are now open. Several applications have been turned in, are currently going through the review and scoring process, and should be submitted into NOVA in the next couple of weeks.

3. Information: no items

4. New Business: 2025-26 Meeting Dates

Approved as presented; if any conflicts are discovered, please reach out to Dana and/or Christine.

5. Old Business: no items

6. BP/AP Reviews:

BP 4070 Auditing and Auditing Fees – Motion – Lisa Villa, Second – Dan Volonte, Pass.
This desk review will be shared with constituent groups.

For physical reference to items discussed in these minutes, including full reports, please contact crcendez@citruscollege.edu and it will be emailed as attachment.