

EDUCATIONAL PROGRAMS COMMITTEE MINUTES

June 2, 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
Marivel Ortiz-Sanchez, Director of Dual Enrollment
Balaji Sethu Raja, Dean of Mathematics, Business and Sciences
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
John Vaughan, Dean of Visual and Performing Arts
Kim Orlijan, Dean of Language Arts and Library
My Chau, Grants Director

Guests:

Members Absent:

Gerald Sequeira, Dean of Enrollment Services
Dan Volonte, Program Review Coordinator
Terry Adams, CTE Supervisor
Junior Domingo, Dean of Kinesiology, Health and Athletics
Michelle Plug, Articulation Officer and Curriculum Chair
Renee Liskey, Academic Senate Vice President
Ivon McCraven, Director of Continuing Education
Kimberly Mathews, Dean of Career and Technical Education
Hamza El Lahib, ASCC Representative
Vacant, Classified Representative

1. Approval of Minutes – May 5, 2025

Minutes approved as submitted, with Kim Orlijan abstaining.

2. Workgroup Reports:

Curriculum Committee – Michelle

Dual Enrollment – Marivel

Enrollment Management – Dana

Grants – My shared the following written report.

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

HTCC Updates:

- Beginning fall 2025, I will be the "New Directors and Membership Chair" for the HTCC

NCHC Update:

- We were on the May agenda, so we have to follow up to see if this was approved so we can move forward with our membership by paying the dues.

Scheduling and enrollment update:

- I will be meeting with our HTP counselors this week to start mapping out the schedules for 2026 and hopefully 2027 so we can have tentative schedules for the next two years.
- We will modify them as needed as we gain more approved courses and as our student population grows.
- We also adjust the schedules based on what the counselors say the students need.
- With the new Banner schedule presentation, it is difficult to find all the honors courses available per term.
 - o In the old Wingspan we had the option to click a box and show all honors classes.
 - o I have asked Gwen if we can get the same option in the new Banner presentation, and she is looking into it.
 - o Without this capability, I think our enrollment will suffer since students will not be able to find all the honors courses as easily.
- We have an enrollment of 20 currently for summer and 89 for fall 2025.
 - o We anticipate those numbers to increase as more students are admitted to the program and as students complete their finals.
 - o There are approximately 20+ applications in process right now.

Outreach:

- 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.
 - o We have seen a good number of applications in May that we think may be resulting in this outreach.
 - o By the 3rd week of May we had 22 applications and more have come in since.
- I am also going to meet with a student who wants to share his ideas for our program as well.
- We hope to have a student survey by the end of next year that we can use for more structured student feedback to help us include student views/needs/suggestions into the program.

HTP, AGS and PTK Spring reception:

- The reception held this past Thursday was a great success.
- We celebrated 33 students from HTP, AGS and PTK.
- Several of our administrators attended, including, Dr. Schulz and BOT President, Ms. Cheryl Alexander, VP Dr. Rams and Dean of Counseling, Elaine Lipiz Gonzalez.
 - o Next year, I plan to personally invite the deans and faculty to try to entice more of them to attend.

Online Education – Becky reported

Committee Meeting: The Online Ed Committee met on Monday, May 19, at 2:40pm.

- o A video for adjusting class end date is now available on Canvas
 - o Information for ACCJC re Regular and Substantive Interaction shared and available in a Module added to OEC Canvas Shell
 - o POCR update: Currently, there are four badged courses, and seven courses at various states in the review process representing classes in English, History, Humanities, Spanish, and Speech
 - o 2025-2026 Committee Meeting Dates
- | | |
|------------|-------------|
| Fall 2025 | Spring 2026 |
| 9/15/2025 | 3/16/2026 |
| 10/20/2025 | 4/20/2026 |
| 11/17/2025 | 5/18/2026 |

Program Review/SLOA – Dan

Catie

Strong Workforce Program/Perkins – Jeremy shared the following report on Terry's behalf.

The FY 2025-26 Perkins IC allocations were updated on May 29, 2025, as the Chancellor's Office received the final award amounts from the California Department of Education, which were higher than the original estimated allocation. Citrus' final allocation was increased by \$82,961.00; the increase was distributed based on Citrus' unduplicated headcount, economically disadvantaged CTE students. Each program's 2025-26 plan was restored to the original application amount, modified in NOVA and resubmitted for approval to the Chancellor's Office on May 30, 2025.

3. Information: no items

4. New Business: no items

5. Old Business: no items

6. BP/AP Reviews:

BP 4070 Auditing and Auditing Fees – Motion – Lisa Villa, Second – Jack Beckham, Pass. This will now move onto Steering.

BP 4040 will return in the fall after review against the Reader Privacy Act.

AP 4012 after initial discussion, it was decided that the Perkins language would be checked against changes from administration during 2016-2020. Will return in the fall.

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