



EDUCATIONAL PROGRAMS COMMITTEE
Monday, March 2, 2026 | 2:45 – 4:00 p.m. | Zoom
Chair: Dr. Dana Hester, Vice President of Academic Affairs

MINUTES

Members Present:

Catie Besancon, SLOA Coordinator
Jack Beckham, Dean of Social and Behavioral Sciences
Kim Orlijan, Dean of Language Arts and Library
Elaine Lipiz Gonzalez, Dean of Counseling
Junior Domingo, Dean of Kinesiology, Health and Athletics
Lisa Villa, Academic Senate President
Balaji Sethu Raja, Dean of Mathematics, Business and Sciences
Amberly Chamberlain, Dean of Visual and Performing Arts
Dan Volonte, Program Review Coordinator
Senya Lubisich, OE Faculty Coordinator
Salima Allahbachayo, Director of Health Sciences
Lan Hao, Director of Institutional Research
Dana Hester, Vice President of Academic Affairs
Jeremy Clark, Associate Dean of Natural and Physical Sciences
My Chau, Director of Grants
Michelle Plug, Articulation Officer and Curriculum Chair
Renee Liskey, Academic Senate Vice President
Vacant, Classified Representative

Members Absent:

Terry Adams, CTE Supervisor
Jennifer Miller-Thayer, Honors Coordinator
Gerald Sequeira, Dean of Enrollment Services
Marivel Ortiz-Sanchez, Director of Dual Enrollment
Kimberly Mathews, Dean of Career and Technical Education
Nicolas Estey, ASCC Representative

Guests:

None

1. Approval of Minutes – December 1, 2025

Minutes approved with one abstention from Amberly.

2. Workgroup Reports:

Curriculum Committee – Common course numbering for Phase 2A is complete, with work begun over the winter session for Phase 2B. Phase 3B is temporarily paused and will resume in Fall 2028 once the implications of new legislation

AB2236 are clearer. Additionally, developing common curriculum for laboratories slowed some of the work for STEM, but feedback and support will continue to guide the progression.

The six-year review is on track despite some issues with the standard attendance accounting method (SAAM), and faculty is also working diligently to create and update local degrees, and, once new templates are received, revise certain ADTs to 66 units to be compliant.

The next Curriculum Committee will focus on these concerns, along with additional legislative pieces with DEI in their core.

Dual Enrollment – There is no report at this time, but Dana did share that 11 students in the first cohort at Monrovia High School will be completing their ADT in Administration of Justice in June. Marivel is planning a celebration event for them on June 2 with more details to follow.

Enrollment Management – At the last committee meeting, changes to the standardized attendance accounting method were shared, along with potential results, and the college is on track to begin implementing this reporting mechanism. This will require technical changes to Banner, which will likely happen around October to make verifiable updates to earned FTES from the 2025-26 academic year. Because the Chancellor's Office is allowing the combined use of actual scheduled hours and the new formula, this should not result in a loss. In fact, there's cautious optimism that, with the continued annual growth of 3%, Citrus could reach 10,000 FTES by 2026-27, moving the college into a medium-sized classification and bringing additional funding with it.

Grants – The college was awarded a \$100,000 Equal Employment Opportunity Innovative Best Practices Grant from the Chancellor's Office to implement a mentor-mentee program open to staff, faculty, and management, which aims to match employees with mentors or mentees based on several professional points of interest. Classified lead, Trevor Tolliver, will be introducing the mobile app soon at various constituency group meetings.

The TRIO program recently completed their annual performance report, and all grant and performance metrics were met. Additionally, TRIO and SOAR students visited JPL at the end of January, and SOAR students were featured in February's "Did You Know?" newsletter. Students new to the programs were also hosted at a recent orientation.

Finally, a few students who applied to Cal Poly Pomona were awarded partial admission bonus points through the Bridge Grant.

Honors Transfer Program – The UCR Honors Conference is scheduled for Saturday, March 28, where Honors students will be presenting original research projects; they are currently participating in practice sessions. Students who

haven't participated as presenters can still attend and serve on panels and learn more about the conference and its practices, and faculty are encouraged to attend and support their students—admission is free, but you will need to provide your own lunch.

HTP continues its robust outreach with various tools, including Instagram, Zoom sessions, multiple presentations in collaboration with groups around campus, and a platform called Mongoose for direct messages.

HTP is also joining with AGS and PTK to host a celebration reception at 3:00 p.m. on June 2 in the Campus Center, honoring graduating and completing students together.

Summer and fall 2026 schedules are completed; there are 140 students currently enrolled, with details being finalized to ensure coverage for additional students. Support for the program and scheduling includes Melisa Edwards, who is now based in the Earth Sciences building.

Honors Transfer's next meeting is set for March 26.

Online Education – The Online Education Committee will meet for the first time in the spring on March 23. Elizabeth Cook from the library will be presenting on finding accessible materials for courses using library databases and resources.

Accessibility and RSI remain the top focuses, and the Level 2.0 training in January yielded eight more faculty members who successfully completed the course. Another course, Nichole Ary's "Communication 10-10-10," is currently running. More training opportunities will be available throughout the spring semester.

A new Support Hub button in Canvas will link students to Student Services programs and services, while faculty users will be taken to an open Canvas shell where they can find a variety of resources for RSI and accessibility. Within this faculty shell is a link to Joshua AI, in which documents can be fed to the system and it will reformat the content to be accessible. Faculty are also being encouraged to reach out about the DECT grant, which helps with captioning and transcription services for coursework, and this summer, a possible RSI Academy may launch to ensure that courses are compliant.

Regarding POOCR, submissions have been paused in order to clear the existing queue, and because upcoming anticipated changes may force a bit of a pivot, so instructors are being asked to hold off until the new guidelines are unveiled in June.

Program Review/SLOA – Program Review is later this morning at 10:00 a.m. Reminder: today is the last day for resource requests.

Flex Day saw a well-attended meeting on SLOA, which inspired more faculty to add to responses to the ongoing Padlets. Reminders will go out to help gather more data from particular areas.

Strong Workforce Program/Perkins – No report at this time.

3. Information: None at this time.

4. Old Business: AP 4229 (Salima and Bala)
AP 4236 (Salima and Bala)
AP 4500 (Salima and Bala)
BP 4270 (Salima and Bala)
BP 4030 (My and Jack)
BP 4220 (Kim and Marivel)
AP 4102 (Kimberly and Amberly)
AP 4103 (Kimberly and Amberly)
AP 4222 (Kimberly and Amberly)
AP 4228 (Kimberly and Amberly)
AP 4235 (Kimberly and Amberly)
AP 4260 (Kimberly and Amberly)
BP 4021 (Kimberly and Amberly)
BP 4235 (Kimberly and Amberly)
BP 4260 (Kimberly and Amberly)
BP 4400 (Kimberly and Amberly)

5. New Business: Reviews and approvals of APs and BPs.

- AP 4229 (*Salima and Bala*)
 - Motion to approve from Jeremy, seconded by Dan.
 - Approved, pending any CCLC updates.

- AP 4236 (*Salima and Bala*)
 - Motion to approve from Junior, seconded by Kim.
 - Approved, pending any CCLC updates.

- AP 4500 (*Salima and Bala*)
 - Motion to approve from Kim, seconded by Lisa.
 - Approved

- BP 4270 Minimum Class Size (*Salima and Bala*)
 - Reserved in Old Business for next meeting.

Meeting adjourned at 4:05 p.m.

SPRING 2026 DATES

March 2 | March 30 | May 4 | June 8

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