

**Citrus College Community College District**  
**1000 W. Foothill Blvd, Glendora, CA 91741**  
**Academic Senate Council Minutes**

**Wednesday, February 25, 2026**  
**2:40p.m.-4:00p.m. Hayden Hall 101**  
Quorum: 17

**OFFICERS**

**President:** Lisa Villa  
**Vice President:** Renee Liskey  
**Past President:** Jim Woolum  
**Secretary:** Roberto Loya  
**Treasurer:** Priscilla Englert  
**CCFA Liaison:** Greg Lipp  
**CTE Liaison:** Dawn Brewster  
**Curriculum Chair:** Michelle Plug

**SENATORS**

- **ASCC:** Victoria Mucha; Jason Avendano
- **At-Large:** Jennifer Miller-Thayer; Ann Everett, Anthony Giammalva
- **Business and Accounting:** Vacant
- **Career and Technical Education:** Alexis Dea; Dave Brown
- **CCAFF:** Bill Zeman; Lakhysa Greene/Katherine Culliver-Carter
- **Counseling:** Raul Sanchez; Michelle Hernandez
- **Health Sciences:** Sonia Kibbe
- **Kinesiology:** Andrew Wheeler
- **Language Arts:** Becky Rudd; Nichole Ary
- **Library:** Sarah Bosler/Elizabeth Cook
- **Mathematics:** Claudia Ramirez
- **Natural and Physical Sciences:** Denise Kaisler; Arnold Kondo
- **Noncredit Programs:** Dania Rosales Fernandez
- **Social and Behavioral Sciences:** Senya Lubisich; Chris Styles
- **Visual and Performing Arts:** Catie Besancon/ Dan Volonte; Marius Beltran

*ATTENDANCE VIA ZOOM FOR SENATORS DOES NOT COUNT AS VOTING MEMBERS  
UNLESS OTHERWISE VOTED ON.*

Attendance: Lisa Villa, Renee Liskey, Jim Woolum, Priscilla Englert, Greg Lipp, Andrew Wheeler, Alexis Dea, Ann Everett, Arnold Kondo, Catie Besancon, Dan Volonte, Dania Rosales Fernandez, Jennifer Miller-Thayer, Lakhysa Greene, Marus Beltran, Michelle Hernandez, Nicole Ary, Raul Sanchez, Senya Lubisich, Sonia Kibbe, Elizabeth Ritacca, Tommy Reyes, Becky Rudd, Sarah Bosler, Anthony Giammalva, Patty Glover, Greg Schulz, Elizabeth Cook (Zoom), Claudia Ramirez (Zoom), Katherine Culliver-Carter (Zoom), Dave Brown, Denise Kaisler,

Absent: Roberto Loya, Dawn Brewster, Michelle Plug, Bill Zeman, Christine Styles, Matthew Parsons, Mercedes Belica, Victoria Mucha, Jason Avendano, Gerhard Peters

## **CALL TO ORDER 2:42PM**

Lisa Villa – Set Agenda

**MINUTES APPROVAL from 12/10/2025 - Motioned by Ann Everett, seconded by Greg Lipp – Passed**

## **SUPERINTENDENT/PRESIDENT REPORT**

Dr. Schulz would like to congratulate each of the 12 full-time faculty members who have achieved or completed the process for tenure review, which the Board of Trustees made official at the February meeting.

Dr. Schulz and other board members had the opportunity to visit Sacramento for a legislative conference that the community college league organizes every year. He had the opportunity to meet Sasha Renée Pérez and assembly member Blanca Rubio and other representatives to share about Citrus College.

Dr. Schulz also notes that the Board of Trustees has adopted a list of priorities for this year which are spread across three broad areas: (1) student basic needs, (2) non-credited and workforce development, and (3) long term fiscal stability (community college). They are posted on the website and Dr. Schulz welcomes and conversations on them.

Dr. Schulz went on a trip to Washington, D.C. in February, Anthony Contreras and Lisa McPheron and attended a legislative summit with the nation's community college representatives, presidents and trustees. Additionally, congress members Gil Cisneros and Judy Chu were in attendance. We brought Citrus College facts and briefs and discussed federal financial aid, which our students benefit from.

Exciting news, our men's basketball scholar athletes concluded their regular season with 27 wins and one loss. Their qualifying game is next Saturday evening at 7 pm.

Open office hours tomorrow (2/26) from 9am-10am. Throughout the term, Dr. Schulz will be offering office hours at different days and times to accommodate a variety of schedules.

## PUBLIC FORUM

*This is intended for guests and non-members who are not part of the Senate representative body. Public input is limited to five (5) minutes per person, so that everyone who wishes to speak to the Senate has an opportunity to speak, and so the Senate can conduct its business in an efficient manner. Items shared may not be brought into discussion at this time, and general announcements are reserved for the Announcements portion at the end of the meeting.*

Brianne Levine-Peters

- **Prop 55:** In 2012, Prop 30 passed which taxed the highest income earners in the state and was extended in 2016 and expires in 2030. The CTA is working on a ballot and gathering signatures. We stand to lose about 15% of our public education funding. If this expires, Citrus College alone stands to lose \$9.4 million a year. This is not a new tax, but extending one that already exists.

Priscella Englert

- **Immigration Enforcement Protocols:** After the workshop last week for Flex Day on Immigration Enforcement Protocols, which provided a 4-step process if ICE comes to campus, left Englert with some questions. The main question: what is our emergency response to the possibility of ICE being on our campus? Englert believes it is necessary to have a response that is similar to what an active shooter lockdown warrants. More questions: what are we supposed to do to protect our lives, our students, and our freedoms? In the workshop, Englert says they were told that Campus Safety is not to assist ICE, but not made clear how they would assist us (student, faculty, and staff). Additionally, what are we going to tell our students? If we witness violence, Englert believes the first response would be to call 911, but that was not mentioned at all. Is there an emergency response that Glendora PD, Azusa, and Pomona are prepared with?

Jennifer Miller-Thayer

- **Co-Advisor AGS:** Asking on behalf of AGS, they are looking for a faculty co-advisor. If you are interested in that, please contact Art Corral ([acorral@citruscollege.edu](mailto:acorral@citruscollege.edu)) or Raquel Gutierrez ([rigutierrez@citruscollege.edu](mailto:rigutierrez@citruscollege.edu)).

Dr. Schulz

- If we ever deem that it is necessary to have information presentations or discussions on very specific topics, that is something that is possible. If there are topics of high interest and dialogue, I would be happy to support that.

## Action Items

- Academic Calendar

- Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 3500 Campus Safety
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 3505 Emergency Response Plan
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 3515 Reporting of Crimes
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 3516 Registered Sex Offender Information
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 3520 Local Law Enforcement
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 5031 Instructional Materials Fee
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed

#### Desk Review

- BP 3540 Sexual and Other Assaults
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
- AP 5052 Open Enrollment
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
- BP 6100 Delegation of Authority
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
- BP 6150 Designation of Authorized Signatures
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
- AP 6250 Budget Management
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
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  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
- AP 6320 Investments
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
- BP 6320 Investments
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
- BP 6330 Purchasing
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.
- ~~AP 6520 Budget Management~~
  - Removed at the meeting noted by Catie Besancon, not an actual AP.
- BP 6900 Bookstore
  - Motioned by Andrew Wheeler, seconded by Tommy Reyes – Passed.

#### Revised

- AP 3540 Sexual and Other Assaults
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- BP 5020 Nonresident Tuition
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 5020 Nonresident Tuition
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed

- AP 5075 Course Adds and Drops
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 5460 Student Fundraising
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 6100 Delegation of Authority
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 6150 Designations of Authorized Signatures
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- **AP 6200 Budget Preparation (TABLED)**
  - Motioned to table by Ann Everett, seconded by Greg Lipp
    - Denise Kaisler: Making changes to the "shall"s" to "must" throughout them and making the language stronger for bargaining purposes (both AP and BP)
    - Greg Lipp: Transparency of the districts budget and where that money is located. For example, brings up parking and how in the past he has asked about an audit for the Permits and Citations, and never received an audit.
- **AP 6300 Fiscal Management (TABLED)**
  - Motioned to table by Ann Everett, seconded by Greg Lipp
    - Henoah Perez: Can "responsible stewardship" have more clarity on what that actually means?
    - Gregg Lipp: Ask to table, because it is similar to AP/BP 6200, needs to be examined more thoroughly
    - Denise Kaisler: Looking at having this be more transparent and timely about the communications of where the funds are going, so there can be a better understanding of the colleges' finances. Budget information is shared at the meetings; Renee Liskey comments that that will be Dain's first response to these questions (people need to be attending the budget meetings). Additionally, can we add some language about the reserve funds, because that fund is growing exponentially.
    - Catie Besancon: Specifically, looking at the first two bullet points of AP 6300: "What exactly is providing responsible stewardship? What does that entail?" and "What does it mean to provide safeguarding and managing of district assets? How is that being shown?"
- AP 6330 Purchasing
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- AP 6400 Financial Audits
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
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- BP 6400 Financial Audits
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed
- BP 6520 Security for District Property
  - Motioned by Ann Everett, seconded by Greg Lipp – Passed

## **New Business**

- Proposed meeting dates
  - **FALL 2026**
    - AUG 26th
    - SEP 9th
    - SEP 23rd
    - OCT 14th
    - OCT 28th



- Perez wants to clarify that the image was not chosen to promote smoking, but that the image “visually communicated the atmosphere, the community, and the authenticity” of the poetry reading event (where the photo was taken). Perez emphasizes that this role came with responsibility for the work; the students had to sign contracts and follow the ethical codes Society of Professional and National Press Photographers Association standards, which is also in their handbook for the course.
- Perez then dove into the process that the students take to create, write, and capture stories with the backing and framework of ethical and responsible journalism. Emphasizing, “These publications exist so students can practice journalism. They are gonna make mistakes, but they're also gonna learn from them.”
- Additionally, Perez encourages faculty or staff who are concerned to reach out to the editors if they further questions and/or concerns.

## **COMMITTEE REPORTS**

(please send in written reports)

***All committees are welcome to report. Please send any committee reports to Morgan Jakobcic ([mjakobcic@citruscollege.edu](mailto:mjakobcic@citruscollege.edu)) and CC Lisa Villa ([lvilla@citruscollege.edu](mailto:lvilla@citruscollege.edu)) by the Monday following the Senate meeting.***

### **Honors Program Advisory Council: Dr. Jennifer Miller-Thayer**

Senate report February 25, 2026

#### *At-Large Rep*

- AGS needs a faculty co-advisor. Please contact Raquel Guitierrez ([rigutierrez@citruscollege.edu](mailto:rigutierrez@citruscollege.edu)) or Art Corral ([acorral@citruscollege.edu](mailto:acorral@citruscollege.edu)) for more information.

#### *HTP*

- Recruitment and Scheduling
  - Please help us by encouraging students to check out our program and providing recommendations.
  - Please contact me if you are interested in adding classes to our HTP curriculum and if you are interested in teaching with us.
  - As our numbers increase, we will add more classes to our schedules in the future.

#### *HTCC updates*

- UCR Honors Conference in spring:
  - It will be held at UCR this year on Saturday, March 28, 2026.
  - We have 7 students presenting (2 papers and 4 posters) and 8 student moderators/volunteers participating in this one-day conference at UCR.
  - The Citrus College HTP covers the registration fee for these students, VIPs and the director to attend thanks to funding from our campus.

- Faculty and non-presenting students can attend for free but will need to provide their own lunch. If you would like to attend, please email me.

*HTP, AGS and PTK Spring reception:*

- Save the date – will be on Tuesday, June 2, 2026, from 3:00-5:30 pm in the Campus Center (East Wing).
- This will be our 2nd year as a joint HTP, AGS and PTK reception, so we will be honoring all our graduating and completing students together.
- Refreshments will be provided.
- More information will be shared soon.

*Spring 2026 meeting dates (on Zoom):*

- (last Thursday of each month):
  - March 26, 2026
  - April 30, 2026 (last Thurs. of the month due to spring break)
  - May 28, 2026

Meetings will be on Zoom. Please email me at [jmillerthayer@citruscollege.edu](mailto:jmillerthayer@citruscollege.edu) for the link if you are interested in attending. It is open to all who are teaching honors courses, interested in teaching honors courses, counselors and program coordinators/directors who work with students who they would like to recommend to the honors program, and anyone else who is interested in learning more about the HTP.

### **Online Education: Senya Lubisich**

- We would like to bring a discussion to the Academic Senate about AI tools inside of Canvas.
- **Level 2.0 Trainings:**
  - Amanda Konya will facilitate a second section of the Creating Accessible Content in Canvas during April. Faculty who are on the waitlist for the January course will be given priority, but please watch for more information.
  - During the summer, an Advanced Techniques with Canvas will be offered.
- **Assistance with accurate captions** is available. Auto-generated captions that are not accurate are not compliant with accessibility requirements. However, we have access to captioning assistance through the DECT grant. Faculty who have videos that need captioning or light editing should contact Senya.
- **New Accessibility Regulations** go into effect on April 24, 2026, that require that all content be fully accessible. This is a culture shift from reacting to accessibility needs to proactively ensuring all students have access to content, whether a need is disclosed or not. We are asking faculty to review their courses using PopeTech and to schedule a meeting with me.
- **RSI – Regular and Substantive Interaction** should have been introduced at your Division Meeting during Convocation. This is a federal requirement with which we will need to demonstrate compliance. Please watch for more information as we

develop our plan to bring all our online courses to the point of compliance that is required for Accreditation.

- o Ask yourself: Do I have more than weekly announcements – are the announcements responsive to the content/course?
- o Am I participating in the course discussion boards?
- o Am I providing individualized grading feedback and using rubrics?
- o Am I providing instruction that is responsive to students' individual needs.
- **Voluntary RSI Review** is underway. Please watch for a Canvas message to begin the process of self-evaluation and peer review for RSI Compliance.
- **POCR** - If you are interested in becoming a POCR reviewer or getting more information about the POCR process, please contact Nichole Ary.

### **Professional Learning: Anne Villeneuve**

Thanks to all who made Flex Day 2026 such a success! The survey went out today, and we are looking forward to feedback. Please take a few minutes to complete the survey. We are working to input attendance and add recordings to the Vision Resource Center.

I'm going to reach out to each division to talk about professional learning and the Vision Resource Center. If you have been participating in communities or have other ideas to share with colleagues, email me directly at [annavilleneuve@citruscollege.edu](mailto:annavilleneuve@citruscollege.edu). We would like to maximize this resource!

The first cohort who participated in the Equity Minded Teaching Institute is implementing learning. I have participated in several conversations that will help extend what we learned into the greater college community. Next fall, there is another opportunity to participate.

There is a new form to submit for professional learning funding as well as to express interest in becoming a delegate for one of four conferences. Visit the Professional Learning website for more information and direct links to all necessary forms.

Keep an eye out for Distinguished Faculty nominations this term.

Thank you!  
Anna

### **Program Review: Dan Volonte**

- Final resource requests are due on March 2<sup>nd</sup>. Email Dan if you need the link.

**OFFICER'S REPORT**  
(please send in written reports)

## **Vice President: Renee Liskey**

- Wanting to mention what is happening in steering in regards to the parking and the SOP. If you can express to your colleagues, what is happening in steering that would be appreciated. We need more people at these tables. Thank you to everyone who showed up in steering.

## **Announcements**

Renee Liskey

- We are looking for all positions to fill for Academic Senate. We need any candidates by our April 8<sup>th</sup> meeting. If we have any contested positions, we will hear statements on the 29<sup>th</sup> and open electronic voting that will end by May 10<sup>th</sup> and install our new officers on June 10<sup>th</sup>.

Dan Volonte

- Final resource requests are due on March 2<sup>nd</sup>. Email Dan if you need the link.

## **ADJOURNMENT 4:01PM**

*For physical reference to these agenda items, please contact Morgan Jakobcic ([mjakobcic@citruscollege.edu](mailto:mjakobcic@citruscollege.edu)) and it will be emailed as an attachment.*

**In accordance with the Ralph M. Brown Act and SB 751, minutes of the Citrus College Academic Senate record the votes of all members as follows: (1) members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.**