

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

Wednesday, May 27, 2026
2:40p.m.-4:00p.m. CI 159 or Zoom
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:** Henoch Perez and Marquel Savage
- **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.*

Present: Lisa Villa, Renee Liskey, Jim Woolum, Priscilla Englert, Dawn Brewster, Andrew Wheeler, Ann Everett, Anthony Giammalva, Arnold Kondo, Becky Rudd, Catie Besancon, Claudia Ramirez, Dan Volonte, Dave Brown, Denise Kaisler, Jennifer Miller Thayer, Katherine Culleur-Carter (Zoom), Lakhysa Greene, Marus Beltran, Michelle Hernandez, Nichole Ary (Zoom), Raul Sanches (Zoom) Sonia Kibbe, Henoch Perez (Zoom), Elisabeth Ritacca, Tommy Reyes, Sarah Bosler, Spencer Boldt, Darren Hall, Greg Schulz, Anna Villeneuve (Zoom)

Absent: Roberto Loya, Michelle Plug, Greg Lipp, Alexis Dea (Zoom), Bill Zeman, Christine Styles, Dania Rosables Fernandez, Matthew Parsons, Mercedes Belica, Senya Lubisich, Gerhard Peters, Marquel Savage

CALL TO ORDER 2:42PM

Lisa Villa – Set Agenda

MINUTES APPROVAL from 5/13/2026 - Motioned by Renee Liskey, seconded by Catie Besancon – PASSED.

Comments on the minutes from 5/13

- LV wanted to address some comments made on the syllabus module discussion. She followed up with Dr. Hester who is in no rush to get this implemented; she wants faculty to feel comfortable with it. In regard to Taskstream, this is not like Taskstream. This module looks very user-friendly, and the point is to make our lives easier. LV understands the concerns about the cost, but this is an ongoing need and question we have had regarding syllabi. No one has stepped up to create a syllabus module. LV collaborated with Elisabeth Ritacca and Anna Villeneuve to create something in Guided Pathways for faculty to use, and this is still being built out. We are going to set up a demo during Senate at a future meeting.

SUPERINTENDENT/PRESIDENT REPORT

CPOS (Course Program of Study) comes from a U.S. Department of Education regulation to ensure that students financial aid is going towards required courses for their degree or certificate. More communication will be shared with students, faculty, and staff to in order to keep us informed of these changes. Thank you to those who have been working on this: TeCS, Student Services, Enrollment, and Counseling. Thanks to the leadership of Michelle Pluge, Elaine Lipiz Gonzalez, Gerald Sequeria, and Stephen Fahey.

Thank you to all the faculty, staff, and students that serve on the Financial Resources Committee and Enrollment Management Committee. They have spent time and effort on discussing and understanding the state budget implications, along with local trends in regard to enrollment.

The Tentative Budget Forum on Tuesday, June 9th from 2:45pm-4:00pm in CI-159. A similar presentation will be shared at the Board in June (June 16th), where they will take action to adopt a tentative budget.

Our dear colleague, Elaine Gonzalez, who serves as our Dean of Counseling Programs and Services, was recently asked to serve as the Dean of Students at Saddleback College. We are grateful for the time she has been here on campus for us. We want to wish Elaine the best.

Open Office Hour on Wednesday, June 17th at 2:30pm; all are welcome, in person or over zoom.

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.

Action Items

- 2027-2028 Draft Academic Calendar - Motioned by Tommy Reyes, seconded by Ann Everett – Passed.
- BP 4030 Academic Freedom – Motioned by Ann Everett, seconded by Tommy Reyes – Passed.
- BP 4220 Standards of Scholarship – Motioned by Anne Evertt, seconded by Catie Besancon – Passed.
- AP 4250 Academic and Progress Notice – Motioned by Ann Everett, seconded by Tommy Reyes – Passed.
 - LV wanted to add that the name change is required and want to address/decrease the stigma around the names.
- BP 4250 Academic and Progress Notice, Pause, and Restart – Motioned by Ann Everett, seconded by Catie Besancon – Passed.
 - LV clarifies that “Academic Notice” was the formerly known as “Probation”; “Pause” is the formal “Dismissal”; “Restart” was formerly “Reinstatement”.
 - As an additional note, CCCApply is not CCCStart, just as an FYI.

New Business

None

Old Business

None

Discussion

None

COMMITTEE REPORTS

(please send in written reports)

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

AI Workgroup: Tommy Reyes and Becky Rudd

We had our last meeting last Tuesday to draft a charter/goals statement for an ongoing "AI in Academics committee" --which will serve as a standing committee of Senate moving forward (note to Morgan to replace the workgroup on future agenda). Prior to that, we finished drafting the new AI in Academics AP/BP. This has been forwarded to EPC and will then come back through all constituencies as usual. This has been a truly wonderful and collaborative group to work with and I'd like to thank those faculty (we had the same 6-7 faculty at every meeting) who dedicated themselves to this complicated and ever-evolving hot topic. As I complete my term as Senate president--and though I plan to continue being a part of this committee's work--I will be officially handing over the reigns to Becky Rudd and Tommy Reyes to continue steering this ship.

We would love to have more faculty representation from different division, so please let us know if you would like to join.

Faculty Handbook Revision: Lisa Villa

This committee started out with a lot of folks invested and it slowly dwindled down to just me and the ever awesome Becky Rudd (thank you so much Becky!!). But in the end, we made our goal to have the old faculty handbook updated. It is now in TecS hands (they are just awaiting some photos to include). This will be a page on our website titled "Faculty Resources Hub". So be on the lookout for that. This was truly a "workgroup" situation in that there was one goal and now that it's been met, can be disbanded (note: Morgan, delete this workgroup from future agendas).

Faculty Needs Identification: Catie Besancon

FNIC work group will be meeting on Thursday, May 28th at 1pm, but there is also a Padlet where you can participate.

Honors Program Advisory Council: Dr. Jennifer Miller-Thayer

At-Large Rep

- Reminder that I have an open pantry by my office at CI 247.
 - Open to everyone who needs it.
 - Have food and toiletries, and sometimes school supplies.
 - If you want to contribute, please feel free to drop items off at the pantry or contact me if it is a larger donation and I need to keep it in my office.

HTP

Staff Change

- Melisa has accepted a new position on campus over if the Business section. She will be at the reception on June 2, 2026.
- We are currently hiring for this position with first consideration given to applications submitted by June 4, 2026. It is a full-time Admin Clerk 3 position.

Recruitment and Outreach

- Please help us by encouraging students to check out our program and providing recommendations to students who you feel would thrive in the HTP.

Scheduling

- The counselors and I are working on winter and spring 2027 scheduling now.
- We have seen a lower enrollment pattern for this coming summer and fall 2026 so far and are concerned by that (our program numbers do not indicate that this should be the case).
- Please contact me if you are interested in adding classes to our HTP curriculum and if you are interested in teaching with us.

HTP, AGS and PTK Spring reception:

- Save the date – will be next 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.

Spring 2026 meeting dates (on Zoom):

(last Thursday of each month):

May 28, 2026 – Last meeting for this term

Meetings will be on Zoom. Please email me at 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/directions 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.

Instructional Materials Equity Committee (IMEC): Elizabeth Cook and Sarah Bosler

The new live schedule now has a low-cost filter. Low cost is determined locally by the colleges. The Student Senate of California Community College's Board of Directors recommended \$30 as the definition for low cost. In 2023, the Citrus students voted for us to have \$30 as our low cost. We haven't revisited that formally with the students.

For ZTC, please check to see what the bookstore has available. We are using the \$30 as the total for new print books or e-books. We have to go by the bookstore prices, especially because the students will be using their textbook vouchers there.

Online Education: Senya Lubisich

OE

- Our last monthly meeting of the academic year was held on May 18. We covered preparedness for situations when Canvas is not available, looked at a form and process for tool adoptions, promoted summer trainings, and prepared for the new POOCR rubric.
- Voluntary RSI Review is underway. There will be six summer sessions (in-person and zoom). Please watch for sign-up opportunities via Canvas. Additionally, faculty are encouraged to schedule a 1:1 meeting with Senya or to coordinate a meeting for their communities of practice. • In addition to scheduling a meeting with our Instructional Designer, Tom Costello, faculty are encouraged to investigate two AI tools that can assist with remediation of Canvas content and documents:
 - Joshua.ai
 - Universal Design Bot
- 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 26, 2027, 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 or with Tom Costello, our new Instructional Designer.
- 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.
 - Ask yourself: Do I have more than weekly announcements – are the announcements responsive to the content/course?

- Am I participating in the course discussion boards?
- Am I providing individualized grading feedback and using rubrics?
- Am I providing instruction that is responsive to students' individual needs.
- PO CR - If you are interested in becoming a PO CR reviewer or getting more information about the PO CR process, please contact Nichole Ary.

Professional Learning: Anne Villeneuve

Congrats to Sarah Bosler, our distinguished faculty member.

OFFICER'S REPORT

(please send in written reports)

President: Lisa Villa

- [ASCCC AB 2301 and AB 2694 Coalition Support Letter \(1\).pdf](#)
- Please read the letter (attached) from ASCCC re: "Invitation to join coalition letters in support of AB2301 and AB2694" aka: Supporting the Expansion of Community Colleges Bachelor's Degrees and let me know at your soonest convenience how you would like me to proceed.
- The impetus for these programs can be summarized in this passage of the letter: "California's community college baccalaureate programs are specifically designed to serve students who may otherwise lack access to four-year degree opportunities, including place-bound, working, and rural students. These programs also provide an affordable pathway to a bachelor's degree, with many students able to complete their degree at a significantly lower cost than traditional four-year institutions."
- Also, you may have seen an email communication from Student Services earlier today and with regard to CPOS (course program of study). Though counseling faculty will be primarily responsible for shouldering the impacts of these requirements/changes, it is still good information for all faculty to know and in case students come to you with questions. As this unfolds, please don't hesitate to ask here as well as you have counseling faculty present in this council.

CCFA Liaison: Denise Kaisler/Dave Brown

- Negotiations are ongoing, and Senya is regularly sending out reports. We are having productive conversations. We are unsure if we are going to wrap it up by the end of the year. If we do not make the deadline, we are working without a contract/on the old contract until a new one is ratified. Contract continues even in an "expired" state.

ASCC Heno ch Perez

- Student Equity Center input session and discuss the layout and functioning of the center. There was a town hall session, it was great to see so many people who are participating.
- Thank you to the faculty who came and participated in the Student Achievement Awards, we appreciate you coming.
- We had our final student even on May 19th with boba and yogurt and it was winning combination.
- Thank you to Academic Senate for making this such a great year for us.
- HP meet with DEIA+ to work on the land acknowledgement and updated some of the mission statement.

Announcements

Senya Lubisich (Lisa Villa shared on behalf of Senya):

- There is an impact message with information about the Summer RSI sessions running now, and faculty can sign up via the Vision Resource Center.
- Please watch for a workshop hosted by Tom Costello - our Instructional Designer - on Audio Descriptions during the week between Spring and Summer sessions.

Information

- Presentation of faculty retirement proclamations read by colleagues.
 - Thomas Eiland
 - Michael Hillman
 - Rick Nguyenhuu

ADJOURNMENT 3:30PM

For physical reference to these agenda items, please contact Morgan Jakobcic (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.