Student Services Committee Meeting
Thursday | September 10, 2026
1:30 pm – 2:30 pm | SS-205

Committee Members		
♦ Claudia Castillo	♦ Marie Noriega	♦ Bruce Solheim
♦ Stephen Fahey	♦ Marivel Ortiz-Sanchez *(A)*	♦ Ty Thomas
♦ Rosario Garcia	♦ Sean Osborn *(A)*	♦ Maryann Tolano-Leveque
♦ Sara Gonzales-Tapia	♦ Richard Rams (Chair)	♦ Elizabeth Velazquez
♦ Lan Hao	♦ Tommy Reyes	♦ Lilianna Verduzco
♦ Michelle Hernandez	♦ David Rodriguez *(A)*	♦ Regina Azcorra (ASCC)
♦ Dana Hester	♦ AnnMarie Ruelas	♦ Kaitlynn Larsonsilva (ASCC)
♦ Betzabel Martinez Bleech	♦ Gerald Sequeira *(A)*	♦ Garcia, Christina (Admin)

Guest: Jessica Lopez Jimenez, *Director, Student Support Services*

MINUTES

I. WELCOME

a. New SSC Members
   i. Dr. AnnMarie Ruelas, Dean of Counseling Programs and Services
   ii. Regina Azcorra and Kaitlyn Larsonsilva, ASCC Reps
   iii. Dr. Bruce Solheim, Faculty Rep

b. The team provided brief introductions and welcomed new members.

II. INFORMATION

a. Enhancing the Student Experience – *J. Lopez Jimenez*
   i. Career Services Update – Dr. Jessica Lopez Jimenez shared updates from the Career Transfer Center, particularly Career Services partnerships resulting in two new hires including a full-time Job and Internship Developer, Hawra Al Jabari, and a part-time Career Specialist, Lazaro Cardenas. There are currently two new job boards physically located in the Career Transfer Center, and available on the online resource library as well. The team is also working with LARC (Los Angeles Regional Consortium) to use platforms *Handshake* and *Parker Dewey* to provide student opportunities for employment, internships and micro-internships. For student questions on how to build these profiles, please encourage them to schedule a Career Counseling appointment. In addition, the team will be hosting employers for tabling on campus to share about upcoming opportunities within their organizations. In addition, Citrus will also now partner with MyCareerCloset to provide vouchers for currently enrolled students to receive 30-day rental professional attire kits for interviews, conferences, etc. These kits will be sent to Citrus for student pickup, and students will be able to ship back to company at no cost.

Faculty will be receiving an email regarding opportunities to request career services presentations in the classroom.

b. Compliance Update – *S. Fahey*
    i. Course Program of Study (CPoS) – Stephen Fahey provided details regarding CPoS implementation success reflecting on the collaborative efforts involving the Financial Aid, Counseling, Admissions and Records, and Academic Affairs teams. The teams have worked diligently to develop a communication plan for students, providing them access through Degree Works, their student portal, and customized emails providing them information about impacts to their financial aid anytime there is a change to their status.
c. Monitoring Progress on the 2025-28 Student Equity Plan – *B. Martinez Bleech*
    i. SEAP Updates – Dr. Martinez Bleech shared the following details:
        1. Mi Gente Scholars – The team has hired a new Mi Gente Scholars coordinator, Melissa Garcia. The Bienvenida event, now partnered with various departments to provide activities, will be held on campus on Thursday, September 24th in the Campus Center Mall from 11:30 am – 1:30 pm. Updates this year include partnering with multiple departments to provide activities, in addition to the resource fair, and professional learning opportunity as it relates to supporting Latino students at Citrus College. On October 6, 2026 Dr. Desiree (Dez) Zuniga from Pasadena City College will be presenting online: *From HSI Designation to Servingness*. Additional activities and descriptions can be found on the Citrus College website.
        2. Black Scholars – Citrus College is now in the next stage of the Umoja application, which requires the entire Black Scholars team to be enrolled in Umoja micro-credential trainings to better support black students. In addition, the team will begin development for a minimum of two Umoja culture courses, and prepare for a site visit in Spring 2027, which will determine whether the campus will become a fully designated Umoja Campus beginning in fall 2027.
        3. The Student Equity Center (SS-165) is under final stages of construction, furniture has been ordered, and communication will be sent to the team when the center is officially ready to open.
d. Future Items – Dr. Rams briefly reviewed the following topics anticipated to be discussed at future SSC meetings:
    i. Early Alert Overview (Fall TBA)
    ii. Element 451 Progress Demo (Fall TBA)
    iii. SS Comprehensive Program Review Presentations (December 2026)
    iv. SS Legislative Impact review (April 2027)
    v. Transfer Plan Update (May 2027)

vi. Added: CCSSE Survey discussion (TBA)

III. NEW BUSINESS: *Action Items*

a. Approval of 05/14/26 Meeting Minutes

i. Motion: T. Thomas; 2nd: T. Reyes; Opposed: None; Abstained: 1; **Approved**

b. Approval of the 2026-27 SSC Purpose Statement

i. Modification requested to update the language for annual implementation of the 2026-31 Strategic Plan.

ii. Modification requested for left aligning document.

iii. Modification requested for SEAP committee members to separate CSEA/PE.

iv. Motion: R. Azcorra; 2nd: S. Fahey; Opposed: None; Abstained: None; **Approved with modifications**

IV. UPCOMING MEETINGS

a. 2026-27 AY Meeting Dates; 2nd Thursday of the month; 1:30 pm – 2:30 pm

i. **October 8, 2026**

ii. November 12, 2026

iii. December 10, 2026 (finals week)

iv. March 11, 2027

v. April 8, 2027

vi. May 13, 2027

vii. June 10, 2027 (finals week/ day before Commencement – as needed)

V. UPCOMING STUDENT SERVICES EVENTS

a. September

i. 09/16/26 – Fall Transfer Fair from 10a-1p in Campus Center Mall

ii. 09/18/26-09/20/26 – ASCC Leadership Retreat in Lake Arrowhead

iii. 09/22/26 – Emergency Lockdown Simulation Drill between 10a-12p

iv. 09/24/26 – 2nd Annual Bienvenida from 11:30a-1:30p in the Campus Center Mall