

**CITRUS COMMUNITY COLLEGE DISTRICT**  
**Steering Committee Minutes**  
**Approved**  
**April 7, 2025**

**Present:** Catie Besancon, Spencer Boldt, Claudette Dain, Cathy Day, Dalvir Dhillon, Kenneth Edwards, Hamza El Lahib, Patty Glover, Dana Hester, Renee Liskey, Richard F. Rams, Tommy Reyes, Cheri Swatek, Ty Thomas, Dan Volonte, Danielle Weller, Andrew Wheeler, Ji Hee Yoo, Elaine Jefferson

**Guests:** Anh Nguyen, Junior Domingo, Elizabeth Rubio, Kim Orlijan, My Chau, Elaine Lipiz Gonzalez

**Recorder:** Kesha Shadwick

**Call to Order**

Dr. Schulz called the meeting to order at 2:45 p.m.

**Minutes**

Renee Liskey moved to approve the March 24, 2025, Steering Committee minutes, which were seconded by Tommy Reyes. March 24, 2025, Steering Committee meeting minutes were approved by consensus.

**Information Items –**

1. Mission, Vision, and Values - Updated

Dr. Lan Hao provided an overview of the updated Mission, Vision, and Values for a first read from the March 10<sup>th</sup> version. There were suggested changes from the March 10<sup>th</sup> version found under the Mission, Vision, and Values statement. Dr. Hao opened the discussion and invited suggestions from members, and will email members multiple versions, edits, also ask for feedback. The second reading of the MVV will be on May 12, 2025. Discussion and feedback included:

- Emphasis on lifelong learning should be included under the mission and values statement. There were multiple suggestions to add lifelong learning towards the end of the mission statement.
- Under the vision statement, there was a suggestion that “learning practices” should be “support services” as instruction and learning practices are similar. There was a lot of discussion from members on other ways to revise the vision statement that is more understandable and less heavily explained, easy to comprehend, and interpret.
- Under the values statement #7, Serving Our Community, there was a suggestion to lead the sentence to, “We are a proud Hispanic Serving Institution.” There was an ongoing discussion on #7, Serving Our Community.

2. Student Services Committee (SSC) – Revised Board Policies -First Read

Richard F. Rams

The following Board Policies were introduced for a first read and will be returned as action items:

- BP 5015 Residence Determination: Contract Education
- BP 5070 Attendance

- AP 5150: Extended Opportunity Programs and Services
3. ACCJC Annual Report and ACCJC Annual Fiscal Report - Dr. Dana Hester  
Dr. Hester provided an overview of the ACCJC Annual and Fiscal reports. Ms. Claudette Dain shared the fiscal report, which remained largely unchanged over the years, was reviewed by the Financial Resources Committee, and included standard financial data. Dr. Hester then highlighted key portions of the annual report, particularly questions 11 and 12, and shared the relevant institutional data. Both reports are due for submission on Friday, April 11, 2025.
  4. Educational Programs Committee (EPC) – Revised Administrative Procedures and Board Policy - First Read – Dr. Dana Hester  
Dr. Hester shared the first read items; items will come back for a second read at the next meeting as an action item.
    - BP 4025 Philosophy and Criteria for Associate Degree and General Education
    - AP 4025 Philosophy and Criteria for Associate Degree and General Education
    - BP 4100 Graduation Requirements for Degrees and Certificate
    - AP 4 100 Graduation Requirements for Degrees and Certificate

#### **Action Items**

1. No action items

#### **Adjournment**

The meeting was adjourned at 4:00 p.m.