

**CITRUS COMMUNITY COLLEGE DISTRICT**  
**Steering Committee Minutes**  
**Approved**  
**May 12, 2025**

**Present:** Cathy Day, Cheri Swatek, Shawn Jones, Dan Volonte, Dana Hester, Danielle Weller, Doug Schultz, Elaine Jefferson, Eric Calderon, Gerhard Peters, Gilbert Marquez, Ji Hee Yoo, Kenneth Edwards, Lan Hao, Lisa Fowler, Lisa Villa, Patty Glover, Richard F. Rams, Simone Brown Thunder, Spencer Boldt  
**Guests:** Elizabeth Rubio, Kim Orljan, My Chau  
**Recorder:** Kesha Shadwick

**Call to Order**

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

**Minutes**

Dr. Calderon moved to approve the April 28, 2025, Steering Committee minutes, which Mr. Volonte seconded. April 28, 2025, Steering Committee meeting minutes were approved by consensus.

**Action Items –**

1. Mission, Vision, and Values (MVV) Second and Final Reading - Dr. Lan Hao

Dr. Hao presented the second and final reading of the Mission, Vision, and Values statement. Several committee members shared comments during the presentation, indicating thoughtful engagement with the material, although no revisions were proposed. Following the presentation, Dr. Hester made a motion to approve the second and final reading. The motion was seconded by Ms. Glover and approved by consensus.

2. Student Services Committee (SSC) – Revised Administrative Procedures and Board Policies – Second Reading – Dr. Richard F. Rams

Mr. Volonte moved to approve the following revised Administrative Procedures and Board Policies, which were seconded by Dr. Calderon and approved by consensus.

- AP 5050 Student Success and Support Program
- BP 5050 Student Success and Support Program
- AP 5110 Counseling
- BP 5110 Counseling
- AP 5200 Student Health Services
- BP 5200 Student Health Services
- AP 5210 Student Accident Insurance
- BP 5210 Communicable Diseases
- AP 5220 Communicable Diseases
- BP 5220 Shower Facilities for Homeless Students
- AP 5570 Shower Facilities for Homeless Students

3. Student Services Committee – Proposed 2025 – 2026 and 2026 – 2027 Academic Calendars – Dr. Richard F. Rams  
Mr. Volonte moved to approve the 2025-2027 academic calendars, which were seconded by Dr. Calderon and approved by consensus.
4. Educational Programs Committee (EPC) – Revised Administrative Procedures and Board Policy – Second Read – Dr. Dana Hester

Mr. Volonte moved to approve the revised Administrative Procedures and Board Policy, which was seconded by Ms. Villa and approved by consensus.

- 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 4100 Graduation Requirements for Degrees and Certificate

#### **Information Items -**

1. 2025 – 2028 Student Equity Plan Timeline – Dr. Richard F. Rams

Dr. Rams shared the Student Equity Plan and Timeline with the committee for a first read. The plan will be returned for a second reading and action at the next meeting.

2. Student Services Committee (SSC) - Revised Administrative Procedures and Board Policies – First Reading – Dr. Richard F. Rams

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

- AP 5010 Admissions
- BP 5010 Admissions
- AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students
- AP 5035 Withholding of Student Records
- BP 5035 Withholding of Student Records
- AP 5040 Student Records, Directory Information, and Privacy
- BP 5040 Student Records, Directory Information, and Privacy
- AP 5610 Voter Registration

3. Accrediting Commission for Community and Junior Colleges (ACCJC) Midterm Report - Dr. Dana Hester

Dr. Hester shared the midterm report as an information item.

**Adjournment**

The meeting was adjourned at 3:20 p.m.