

Approved
CITRUS COMMUNITY COLLEGE DISTRICT
Steering Committee Minutes
Monday, February 23, 2026

Present: Dr. John Albert, Dr. Catie Besancon, Spencer Boldt, Dave Brown, Dr. Eric Calderon, Claudette Dain, Cathy Day, Dalvir Dhillon, Ken Edwards, Lisa Fowler, Patty Glover, Dr. Lan Hao, Dr. Elaine Jefferson, Renee Liskey, Lisa McPheron, Dr. Kim Orlijan (for Dr. Dana Hester), Henocho Perez, Gerhard Peters, Dr. Richard F. Rams, Tommy Reyes, Dr. Greg Schulz, Cheri Swatek, Dr. Ty Thomas, Lisa Villa, Dan Volonte, Danielle Weller, Ji Hee Yoo, and Cydney Leon and Mary Mincer, recording secretaries

Absent: Dr. Dana Hester (Dr. Kim Orlijan represented in her stead)

2026-31 Strategic Plan Members: Fred Diamond, Dr. Kim Orlijan, Jody Barrass

I. Call to Order

Dr. Schulz called the meeting to order at 2:47 p.m.

II. Minutes

Renee Liskey moved to approve the November 10, 2026 meeting minutes, which Tommy Reyes seconded.

November 10, 2025, Steering Committee meeting minutes were approved by consensus.

Yes Votes – Dr. Catie Besancon, Spencer Boldt, Dr. Eric Calderon, Claudette Dain, Ken Edwards, Lisa Fowler, Dr. Lan Hao, Dr. Elaine Jefferson, Cydney Leon, Mary Mincer, Renee Liskey, Lisa McPheron, Dr. Kim Orlijan (representing Dr. Dana Hester), Gerhard Peters, Dr. Richard F. Rams, Tommy Reyes, Dr. Greg Schulz, Cheri Swatek, Dr. Ty Thomas, Lisa Villa, Dan Volonte, Ji Hee Yoo, Henocho Perez

No Votes – None

Abstentions - Danielle Weller, Cathy Day, Dave Brown, Patty Glover, Dalvir Dhillon, Dr. John Albert

III. Old Business: Action Items

1. 2025-26 Diversity, Equity, Inclusion, and Accessibility + Purpose Statement – Second Read – Dr. Thomas

Annually, the Diversity, Equity, Inclusion, and Accessibility + Committee reviews its Purpose Statement for accuracy and relevance and, upon approval, is included in the Organization and Governance Handbook. This document was discussed and approved by the Diversity, Equity, Inclusion, and Accessibility + Committee for a first read on November 10, 2025.

Renee Liskey moved to approve the second and final reading of the attached 2025-26 Diversity, Equity, Inclusion, and Accessibility + Purpose Statement, which was seconded by Dr. Catie Besancon.

2025-26 Diversity, Equity, Inclusion, and Accessibility + Purpose Statement – Second Read, approved by consensus.

Yes Votes – Dr. John Albert, Dr. Catie Besancon, Spencer Boldt, Dave Brown, Dr. Eric Calderon, Claudette Dain, Cathy Day, Ken Edwards, Lisa Fowler, Patty Glover, Dr. Lan Hao, Dr. Elaine Jefferson, Renee Liskey, Lisa McPheron, Dr. Kim Orlijan (representing Dr. Dana Hester), Gerhard Peters, Dr. Richard F. Rams, Tommy Reyes, Dr. Greg Schulz, Cheri Swatek, Dr. Ty Thomas, Lisa Villa, Dan Volonte, Danielle Weller, Ji Hee Yoo, Henocho Perez, Dalvir Dhillon,

No Votes – None

Abstentions – None

2. 2025-26 Educational Programs Committee Purpose Statement – Second Read – Dr. Hester

Annually, the Educational Programs Committee reviews its Purpose Statement for accuracy and relevance and, upon approval, is included in the Organization and Governance Handbook. This document was discussed and approved by the Educational Programs Committee on October 10, 2025 and the Steering Committee for a first read on November 10, 2025.

Dr. Ty Thomas moved to approve the second and final reading of the attached 2025-26 Educational Programs Committee Purpose Statement – Second Read, which was seconded by Tommy Reyes.

2025-26 Educational Programs Committee Purpose Statement – Second Read was approved by consensus.

Yes Votes – Dr. John Albert, Dr. Catie Besancon, Spencer Boldt, Dave Brown, Dr. Eric Calderon, Claudette Dain, Cathy Day, Ken Edwards, Lisa Fowler, Patty Glover, Dr. Lan Hao, Dr. Elaine Jefferson, Renee Liskey, Lisa McPheron, Dr. Kim Orlijan (representing Dr. Dana Hester), Gerhard Peters, Dr. Richard F. Rams, Tommy Reyes, Dr. Greg Schulz, Cheri Swatek, Dr. Ty Thomas, Lisa Villa, Dan Volonte, Danielle Weller, Ji Hee Yoo, Henocho Perez, Dalvir Dhillon

No Votes – None

Abstentions – None

3. Student Services Committee (SSC) – Revised Administrative Procedures and Board Policies – Second Read
 - AP 6750 Parking

Claudette Dain moved to approve the second and final reading of the attached Student Services Committee (SSC) – Revised Administrative Procedures and Board Policies – Second Read, which was seconded by Dr. John Albert.

Lisa Villa began the discussion by sharing an overview of the activities related to the process of the AP from the perspective of the Academic Senate, including background on their recommendation to not approve the updated AP as presented. Several other steering committee members shared comments, questions, responses and perspectives related to the AP.

Following the discussion, Dr. Schulz expressed gratitude to everyone for their comments and contributions to the process and called for a vote on the recommendation.

Yes Votes – Dr. John Albert, Dr. Eric Calderon, Claudette Dain, Lisa Fowler, Lisa McPheron, Dr. Kim Orlijan (representing Dr. Dana Hester), Dr. Richard F. Rams, Dr. Ty Thomas, Henocho Perez, Dalvir Dhillon

No Votes – Dr. Catie Besancon, Spencer Boldt, Dave Brown, Cathy Day, Ken Edwards, Patty Glover, Renee Liskey, Gerhard Peters, Tommy Reyes, Cheri Swatek, Lisa Villa, Dan Volonte, Danielle Weller, Ji Hee Yoo

Abstentions – Dr. Lan Hao, Dr. Elaine Jefferson

IV. **Old Business:** Information Items

1. 2026-31 Strategic Plan – Draft Focus Areas – Dr. Hao

Dr. Hao provided a handout with color-coded teams 1, 2, 3, and 4 for each of the 7 Focus Areas:

- 1) Equitable Student Access and Enrollment
- 2) Equitable Student Success and Completion
- 3) Holistic Student Support and Well-Being
- 4) Inclusive, Caring, and Thriving Campus Community
- 5) Innovation, Institutional Effectiveness, and Data-Informed Decision Making
- 6) Community Engagement, Workforce Connections, and Regional Impact
- 7) Employee Experience and Belonging

Discussion of these Focus Areas and refinement will require further discussion at a later date.

Dr. Kim Orlijan offered some language to reflect on:

- Focus Area 1: Equitable Student Access and Enrollment

- Term: “non-traditional learners” might have negative connotations/deficit-based and could be changed to something else
 - Perhaps change term to: “working learners” or “returning students”
- Focus Area 2: Equitable Student Success and Completion
 - Advocated for changing “closing” to “eliminating equity gaps”
- Focus Area 4: Inclusive, Caring, and Thriving Campus Community
 - Proposed removing “open communication” from the description, as it is already stated in the title (redundant)
- Focus Area 7: Employee Experience and Belonging
 - Loves this Focus Area, but thinks the grammar needs updating:
 - Not sure that “cultivating a positive...” will lead to the hiring of a diverse workforce

Student Representative, Henoah Perez, shared positive feedback about Focus Area 7, especially emphasizing the impact of performance and professional growth.

Dr. Schulz thanked everyone for their review and comments.

Dr. Hao shared that she would bring a more final version to the next committee, so she requested anyone with notes or thoughts to email them to her before the next meeting.

V. New Business: Information Items

1. Student Services Committee (SSC) – Revised Administrative Procedures and Board Policies – First Read – Dr. Rams
 - AP 2015 Student Trustee/Student Trustee Elect
 - BP 2015 Student Trustee/Student Trustee Elect
 - AP 2105 Election of the Student Trustee
 - BP 2105 Election of the Student Trustee
 - AP 3530 Weapons on Campus
 - BP 3530 Weapons on Campus
 - AP 5017 Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information
 - AP 5470 Sale/Distribution of Food Items

Dr. Rams noted that the Revised Administrative Procedures and Board Policies – First Read has gone through some constituent review, which has taken some time, with an additional review of AP 5017, due to heightened interest. Also, with Title V changing recently, APs and BPs regarding Student Trustees required further review.

2. Board of Trustees – Revised Board Policy – First Read – Dr. Schulz
 - BP 1200 Mission

Dr. Schulz noted that the Revised Board Policy – First Read for BP 1200 Mission is replacing the former Mission with the updated Mission Statement previously adopted by the Steering Committee and Board approved. This item will return for a second reading at the next meeting.

VI. Reports and Updates (Note - Due to time constraints, members were invited to share reports in writing or to share a report at the next meeting)

a. Educational Programs Committee – Dr. Dana Hester

No report.

b. Student Services Committee – Dr. Richard F. Rams

No report.

c. Physical Resources and Safety Committee – Ms. Claudette Dain

The Physical Resources and Safety Committee met on 1/22/26.

- An update on Bond Construction, Facilities, Sustainability and Measure Y projects was provided. A few highlights include:
 - Main Switchgear & Electrical Infrastructure Maintenance: Facilities performed high voltage maintenance on the main switchgear in conjunction with the overall planned maintenance on December 29, 2025. All work was successfully completed as planned. More work will be planned for winter break 2026.
 - Center for Excellence - Church Property: Pre-programming a conference center facility in accordance with the Educational and Facilities Master Plan, was conducted by West Edge Architects. The RFQ/P for Design Build Entities is underway. Funding will be from Capital Outlay.
 - Measure Y Construction - Process and Planning Items - Science Building: Balfour Beatty Construction has teamed with Westberg White Architects as the successful Design-Build Entity. Full construction document submission to the DSA occurred on December 4, 2025 and DSA review time is expected to be one year.
 - CTE - Career Technical Education: HPI Architecture is fully underway with the schematic design and preliminary plan process with multiple stakeholders meetings being held. HPI submitted preliminary plans to the Chancellor's Office Facilities Planning Unit on December 3, 2025 for review by the Chancellor's Office and the Department of Finance. This project is slated to receive state capital outlay match funding of approximately \$47M from Proposition 2 funding.
- Campus Safety, Security and Parking Updates were provided:

- Parking Update: The Spring 2026 student parking permits went on sale on Wednesday, February 4, 2026, and became valid on the first day of the spring semester, Wednesday, February 18, 2026.
- Security Update: In collaboration with TeCS and External Relations, there will be a re-brand and re-deployment of the Citrus Guardian mobile app this spring. This will provide added safety tools.

The next PRSC meeting will be held on 2/26/26.

d. Financial Resources Committee – Ms. Claudette Dain

The Financial Resources Committee met on 2/4/26.

- The District Audit Reports were discussed. All audit reports received an unmodified or “clean” opinion with no findings and no adjustments.
- The 2nd Quarter 311-Q report was reviewed and approved by the committee.
- The Governor’s 2026-27 Budget Proposal memo was reviewed and discussed. The memo was emailed to all employees that same morning.

The next FRC meeting will be held on 3/4/26.

e. Human Resources Advisory Committee – Dr. John Albert

No report.

f. College Information Technology Committee – Dr. Eric Calderon

No report.

g. Strategic Communications, Marketing and Public Affairs – Ms. Lisa McPheron

No report.

h. Institutional Effectiveness Committee (IEC) – Dr. Lan Hao

No report.

i. Institutional Research and Planning Committee (IRPC) – Dr. Lan Hao

No report.

j. Program Review Coordinator – Mr. Dan Volonte

No report.

k. Student Learning Outcomes Assessment (SLOA) Coordinator – Dr. Catie Besancon

- Catie held a well-attended SLOA session during Flex Day.
- An email reminder was sent out Feb 23 to faculty that SLOA data for Summer and Fall 2025 should be in Program Padlets as well as due dates for Winter and Spring classes.

l. Diversity, Equity, Inclusion, and Accessibility + Committee – Dr. Ty Thomas

No report.

m. Professional Learning Committee – Dr. Ty Thomas

No report.

n. Accreditation – Dr. Dana Hester & Dr. Catie Besancon

Our ACCJC Midterm Report has been accepted. We are also currently working on our Annual Report ACCJC, which will be brought as an information item to a future Steering meeting. Additionally, Team leads will be working on gathering evidence for our next ISER over the course of the Spring semester.

o. Academic Senate President – Ms. Lisa Villa

The Academic Senate provided an update on the review process for the Parking Administrative Procedure (AP). The Senate confirmed the timeline previously presented by Dr. Rams and noted that discussion of this AP has extended over a two-year period.

Prior to reaching Steering, the AP was unanimously voted down by the Academic Senate Council. The Senate reported that, although initial discussions were routine, the review process became atypical and extended beyond the usual scope of collegial consultation. The Senate submitted multiple recommendations and engaged in repeated exchanges with the originating committee, Physical Resources and Campus Safety.

In the final review stage, the Senate requested the inclusion of a single sentence in the AP. This sentence was removed, with the explanation that it was overly detailed for a public-facing document and could instead be placed in the accompanying Standard Operating Procedures (SOP) manual. The Senate did not accept this rationale, citing concerns that SOPs do not undergo constituency review and may therefore, circumvent any accountability.

The Senate indicated that no substantive justification was provided for excluding the requested language. As a result, the Academic Senate voted down the AP, noting that the decision reflected concerns about the consultation process rather than technical or procedural issues with the document itself.

p. ASCC Representatives – Henocho Perez & Mikayla Munoz

No report.

q. Classified – Ms. Danielle Weller

No report.

r. Supervisors/Confidential President – Ms. Lisa Fowler

No report.

s. Superintendent/President – Dr. Greg Schulz
No report.

VII. Adjournment: Dr. Greg Schulz

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

Respectfully submitted,
Mary Mincer
Administrative Assistant
Office of the Superintendent/President