

**CITRUS COMMUNITY COLLEGE DISTRICT  
Steering Committee Minutes  
Monday, April 6, 2026**

**Present:**

Dr. John Albert  
Dr. Catie Besancon  
Dave Brown  
Dr. Eric Calderon  
Jorge Cortez  
Claudette Dain  
Dalvir Dhillon  
Patty Glover

Dr. Lan Hao  
Dr. Dana Hester  
Jonathan Johnson  
Renee Liskey  
Lisa McPheron  
Henoah Perez  
Dr. Richard F. Rams  
Tommy Reyes

Dr. Greg Schulz  
Cheri Swatek  
Dr. Ty Thomas  
Lisa Villa  
Dan Volonte  
Mary Mincer,  
recording secretary

**Absent:**

Spencer Boldt  
Cathy Day  
Ken Edwards

Dr. Elaine Jefferson  
Gerhard Peters  
Danielle Weller

Ji Hee Yoo

**2026-31 Strategic Plan Members Present:**

Fred Diamond                      Dr. Kim Orlijan

**Guests:**

Trevor Tolliver (representing CSEA)

**I. Call to Order**

Dr. Schulz called the meeting to order at 2:46 p.m.

**II. Minutes**

Renee Liskey moved to approve the March 23, 2026 meeting minutes, which Dan Volonte seconded.

March 23, 2026, Steering Committee meeting minutes were approved by consensus.

**Yes Votes –**

Dr. John Albert  
Dr. Catie Besancon  
Dr. Eric Calderon  
Jorge Cortez  
Claudette Dain  
Dalvir Dhillon

Dr. Lan Hao  
Dr. Dana Hester  
Jonathan Johnson  
Renee Liskey  
Lisa McPheron  
Henoah Perez

Dr. Richard F. Rams  
Cheri Swatek  
Dr. Ty Thomas  
Lisa Villa  
Dan Volonte

**No Votes – None**

**Abstentions – None**

**III. Old Business: Action Items**

1. None

**IV. Old Business: Information Items**

1. 2026-31 Strategic Plan – Focus Areas for the Second Read and Draft Measurable Objectives – Dr. Lan Hao

*\*At this time: Dave Brown, Patty Glover, and Tommy Reyes joined the meeting.*

Dr. Hao opened the discussion, referring to the provided handouts:

- PROPOSED: Collegewide Focus Areas for the 2026-31 Strategic Plan  
SECOND READ
- Citrus College 2026-31 Strategic Plan, Measurable Objectives
  - 01 – Access
  - 02 – Course-Level Success
  - 03 – Term-to-Term Persistence
  - 04 – Intermediate Success
  - 05 – Goal Achieved
  - 06 – Financial Impact
  - 07 – Support Measure

For 10-15 minutes, the Steering Committee members formed small discussion groups to review the materials. After that, Dr. Hao opened discussion up to the entire committee to bring up any questions or comments related to the Objectives. Questions regarding the use of the term “living wage” were brought up, which Claudette Dain confirmed was a legal term and could be specified as “regional.” Questions regarding how to address lower enrollment were addressed, referring to the use of limited space on campus and the opportunity for more non-credit courses. Dr. Schulz and Lisa McPheron explained how information about the benefits of Citrus College are promoted, marketed and disseminated not only to current and potential students, but also to their parents and support partners. Student ambassadors were thanked for their contribution. The opportunity to explore options by taking affordable classes that might not be on the current pathway was mentioned. Various marketing campaigns and how they target individuals, specific to where they are in the process, were explained, including the newly implemented Element 451, which will provide predictive correlations with AI assistance.

**V. New Business: Information Items**

1. College Information Technology Committee – Revised Administrative Procedures – First Read – Dr. Eric Calderon

Dr. Calderon gave an update on AP 3727 Information and Communications Technology Accessibility. Updates have been addressed regarding language and laws. The term “online education” is preferred, instead of “distance education,” which Dr. Calderon will check into, as this language could be confusing and might lead one to believe that out of state or correspondence education is allowed, which is not the case. This document will be shared with constituent groups and should be submitted for a Second Read at the next Steering Committee meeting on April 20, 2026.

2. 2026-27 Steering Committee Schedule – First Read – Dr. Greg Schulz

Dr. Schulz presented the 2026-27 Steering Committee Schedule for review and there was no discussion or any expressed concerns regarding any of the proposed dates.

## VI. Reports and Updates

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 3/26/26.

- An update on Bond Construction, Facilities, Sustainability and Measure Y projects was provided. A few highlights include:
  - Sealcoating and Striping of Parking Lots: The next phase of work will occur in summer 2026, currently planned for August 17-21, 2026. Work inclusion areas will be Lot S1 (with E1) and E6 (north of AD and LI).
  - Measure Y Construction - Process and Planning Items:
    - Science Building: DSA review continues in process; expected to continue through December 2026.
    - CTE - Career Technical Education: HPI Architecture submitted the preliminary plans to the Chancellor’s Office on December 3, 2025. Plan development will continue for several months.
- Accreditation Standard 3.8 (Facilities) - March 2026 Update - Evidence Formulation: Information gathering of quantitative and qualitative data for support of the ISER. Co-Chairs are Roberto Loya and Fred Diamond. An

update meeting was held with the Institutional Effectiveness Committee (IEC) on March 23, 2026.

- Campus Safety, Security and Parking Updates were provided:
  - Security Update: Citrus College launched a new version of its Citrus Guardian mobile app on April 1, 2026. Featuring a completely redesigned and more user-friendly interface, the refreshed app will be available to all smartphone users via the App Store or Google Play.
  - Safety Update: Two campuswide Lockdown Drills took place on Wednesday, March 18, 2026, one during the day and one in the evening. Both drills were very successful, with the entire duration of each drill, including a full evacuation and clearing of all buildings, lasting a total of approximately one-half of one hour.
- Public Safety Advisory Committee (PSAC) Updates were provided:
  - PSAC met on Friday, March 20, 2026. Dr. Maryann Tolano-Leveque provided an overview of the Behavioral Intervention Team and delivered related training. Ben Macias presented information on the Spring 2026 lockdown drill and the power outage response procedures. The committee also discussed upcoming safety topics, including a planned eMemo to students with spring break safety tips, Sexual Assault Awareness Day of Action (April 7, 2026), upcoming CPA/AED training, and Narcan/Opioid reversal training opportunities. PSAC constituents will continue to recommend additional training topics of interest in collaboration with PSAC stakeholders for future high interest topics to be scheduled into 2026-27.

**d. Financial Resources Committee – Ms. Claudette Dain**

The Financial Resources Committee (FRC) met on 4/1/26.

- The Budget Priorities draft document was reviewed and discussed by the committee.
- The 2026-27 Preliminary Budget Assumptions were reviewed and discussed by the committee.

Unfortunately, the meeting did not have a quorum of representatives, so action was not taken on any items. As a follow up, a special meeting of the Financial Resources Committee will be held on Wednesday, April 8, 2026, and the next regular FRC meeting will be held on May 6, 2026.

**e. Human Resources Advisory Committee – Dr. John Albert**

- Multiple APs and BPs are currently being reviewed by Standing Committees.

This committee will meet next on: Wednesday, April 15, 2026.

- f. College Information Technology Committee – Dr. Eric Calderon**  
CITC met on April 6, 2026. They went over the Technology Plan and talked through some elements in the plan. The group will be providing feedback and should have a true draft at the next meeting on May 11, 2026. The group continued to talk about accessibility compliance as the due date comes this month on April 24, 2024. Updates were also provided regarding a new live schedule, new guardian app from campus safety, and infrastructure updates. There was also a draft for the Artificial Intelligence use AP 3775 which will be discussed at the next meeting.
- g. Strategic Communications, Marketing and Public Affairs – Ms. Lisa McPheron**
- No report
- h. Institutional Effectiveness Committee (IEC) – Dr. Lan Hao**
- Accreditation – The ISER team co-chairs have been invited to attend the remaining spring 2026 IEC meetings. Several were in attendance at the 3/23 meeting. Best practices and goals for gathering the most compelling, varied and effective pieces of evidence to support the ISER were shared.
  - Review of the Integrated Planning Manual –Pages of the manual, describing institutional plans are assigned to the most logical shared governance committees for review.
  - Answers to the 2026 ACCJC Annual Report, such as: enrollment count, proposed institution-set standards for course completion, certificates and degrees awarded, and transfer were shared.
- i. Institutional Research and Planning Committee (IRPC) – Dr. Lan Hao**
- The detailed version of the measurable objectives was shared and discussed. Objectives include a rationale, a definition, a baseline, and collegewide and DI group (when applicable) goals.
  - The fall 2025 Guided Pathways dashboard was introduced. It has been posted to the college website.
- j. Program Review Coordinator – Mr. Dan Volonte**  
They met on Friday, April 3, 2026 and reviewed and proposed updates to the Integrated Planning Manual, reviewed and proposed changes to the Program Review Website and discussed changes to the Resource Request form.
- k. Student Learning Outcomes Assessment (SLOA) Coordinator – Dr. Catie Besancon**  
The Program Review/SLOA Committee met on Friday, April 3. Dr. Besancon gave an update on SLOA. She mentioned that she would be sending out reminder emails after Spring Break to encourage faculty to record their First 8-week assessment results in their Program Padlets.

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

This committee will meet next on: April 24, 2026.

**m. Professional Learning Committee – Dr. Ty Thomas**

- They are preparing to send out the Distinguished Faculty nomination form for this year.

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

ACCJC extended the deadline for the Annual Report - Instruction to May 1st. They will bring this report and the Fiscal Report to an upcoming Steering Committee soon. Standard Teams continue to work on gathering evidence for the Institutional Self-Evaluation Report.

**o. Academic Senate President – Ms. Lisa Villa**

The next Academic Senate meeting will occur this Wednesday, April 7th where they will hold a candidate forum for their first contested officer election in quite some time! ASCCC will hold their spring plenary this weekend and Lisa Villa will attend the resolutions voting day. The resolutions packet is available at this link: [https://www.asccc.org/sites/default/files/2026-04-02\\_Resolutions\\_Packet\\_03.pdf](https://www.asccc.org/sites/default/files/2026-04-02_Resolutions_Packet_03.pdf) should anyone like to review. The Academic Senate has two ongoing adhoc workgroups that are continuing to work actively towards their goals (formerly "faculty handbook revision", now "faculty resource page" and "AI workgroup"). As well, a third workgroup has been formed to research and identify other possible options for the FNIC process.

**p. ASCC Representatives – Henoah Perez & Jonathan Johnson**

“First off, thank you to Jonathan Johnson for your contributions and for always letting me speak at these meetings. I appreciate how Jon consistently shows up and contributes across campus. ASCC will meet tomorrow (4/7/2026) and we will be joined by our very own Lisa Villa from the Academic Senate. We are looking forward to hearing what she has to say, and I would like to invite anyone who would like to address the ASCC Board to let me know and we can put you on the agenda. Today (4/6/2026) we had our Candidates forum for student government elections, and we are excited to support and promote our new candidates for this year's election. The ASCC board went to the SSSCC conference in San Francisco on March 27<sup>th</sup> and it is always a privilege and honor to represent Citrus College at these events. Many thanks to my colleagues who participated and put up with my constant deadlines and timeliness. There we spent the weekend socializing with other student government leaders and advocating for greater accessibility for students across the community college system. Lisa mentioned there would be an AI workgroup, and if it is possible to have a student present, I know there are students in ASCC who would be willing to be present.” Henoah Perez

**q. Classified – Ms. Danielle Weller (represented today by Trevor Tolliver)**

No report.

**r. Supervisors/Confidentials – Mr. Jorge Cortez**

No report.

**s. Superintendent/President – Dr. Greg Schulz**

- The next Superintendent/President Open Office Hour is scheduled for Friday, April 10 at 9 a.m..
- The Citrus play in the Little Theatre: One Final Beautiful Impossible Year was excellent, and Dr. Schulz congratulated the students, faculty and staff.
- More than 280 people were assisted by Citrus' partnership with the LA county food bank distribution earlier today on campus.
- Dr. Schulz shared that he recently met one of our student veterans who had hopes of being accepted to Chapman University and he was admitted. Dr. Schulz thanked everyone for their good work contributing to the success of our students and the achievement of their goals.

**VII. Adjournment: Dr. Greg Schulz**

The meeting was adjourned at 3:47 p.m.

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