

Approved
CITRUS COMMUNITY COLLEGE DISTRICT
Steering Committee Minutes
Monday, September 14, 2026

Present:

Dr. John Albert
Dr. Catie Besancon
Spencer Boldt
Dave Brown
Dr. Eric Calderon
Jorge Cortez
Claudette Dain
Cathy Day

Rose Ann Enamorado-Santos
Patty Glover
Dr. Dana Hester
Dr. Elaine Jefferson
Brienne Levine-Peters
Renee Liskey
Lisa McPheron

Anh Nguyen
Dr. Richard F. Rams
Carlos Rodriguez
Dr. Greg Schulz
Dan Volonte
Danielle Weller
Ji Hee Yoo

Absent:

Priscilla Englert
Dr. Lan Hao

Gerhard Peters
Cheri Swatek

Dr. Ty Thomas
Lisa Villa

Guests:

Jennifer Blackburn

Dolores Ybarra

Mathew Reuteler

I. Call to Order

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

II. Minutes

Dr. Catie Besancon moved to approve the June 1, 2026 meeting minutes, which Patty Glover seconded.

June 1, 2026, Steering Committee meeting minutes were approved by consensus.

Yes Votes –

Dr. John Albert
Dr. Catie Besancon
Spencer Boldt
Dave Brown
Dr. Eric Calderon
Jorge Cortez
Claudette Dain

Rose Ann Enamorado Santos
Patty Glover
Dr. Dana Hester
Dr. Elaine Jefferson
Brienne Levine-Peters
Renee Liskey

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Lisa McPheron
Anh Nguyen
Dr. Richard F. Rams
Carlos Rodriguez
Dan Volonte
Ji Hee Yoo

No Votes – None

Abstentions - Cathy Day, Danielle Weller

III. Old Business: Action Items

1. None

IV. Old Business: Information Items

1. None

V. New Business: Information Items

1. 2026-27 Human Resources and EEO Advisory Committee Purpose Statement – First Read – Dr. John Albert

No comments. This document is expected to be submitted for a Second Read at the next Steering Committee meeting on September 28, 2026.

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

Danielle Weller asked if the different colors of the edited language meant anything and it was explained that it did not. It was just the different colors of the editors in the Office of the Superintendent/President who worked on this document as we work out the best way to create a more accessible document.

This document is expected to be submitted for a Second Read at the next Steering Committee meeting on September 28, 2026.

3. 2026-27 Steering Committee Constitution – First Read – Dr. Greg Schulz

Dave Brown thanked the Steering Committee for following due process of having a first and second read for items under consideration.

Dr. Schulz thanked him for his comment, and confirmed the process.

This document is expected to be submitted for a Second Read at the next Steering Committee meeting on September 28, 2026.

VI. Reports and Updates

a. Educational Programs Committee – Dr. Dana Hester

The committee last met on August 24th. We reviewed workgroup reports to include highlights such as launching the MESA program this fall, training and review of Regular and Substantive Interaction (RSI) for all faculty throughout this fall, and completion of a local needs assessment for our 2026-27 Perkins planning. The committee reviewed and edited several BPs and APs and

approved BP/AP 4250 and AP 4255 which have been sent for governance review.

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

The Student Services Committee convened on September 10, 2026, and welcomed several new members, including Dr. AnnMarie Ruelas, the newly appointed Dean of Counseling Programs and Services; faculty member Dr. Bruce Solheim; and two new student representatives, Kaitlynn Laronsilva and Regina Azcorra. The committee received an update from Director of Student Support Services, Dr. Jessica Lopez Jimenez, on efforts to enhance the student experience through expanded Career Services programming, including progress on projects led by professional experts, employer engagement opportunities, career readiness resources, and partnerships designed to increase student access to employment and internship opportunities.

The committee also reviewed the latest progress on Course Program of Study (CPoS) implementation, noting significant collaboration among Financial Aid, Counseling, Admissions and Records, and Academic Affairs to improve student compliance and communication regarding financial aid eligibility. Updates on the Student Equity and Achievement Plan highlighted the continued growth of the Mi Gente Scholars and Black Scholars initiatives, progress toward Umoja Campus designation, and the forthcoming opening of the Student Equity Center.

In addition, the committee approved the 2026-27 Student Services Committee Purpose Statement. The statement will be presented to Steering on September 28 for a first reading.

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

No report. The next meeting will be held on 9/24/2026.

d. Financial Resources Committee – Ms. Claudette Dain

- The Financial Resources Committee met on 6/3/26. They reviewed the May Revise and reviewed and approved the Tentative Budget assumptions, including the discussion/recommendation related to borrowing FTES from the Summer term.
- The Financial Resources Committee met on 8/5/26. They reviewed highlights from the 2026-27 State Budget. They also reviewed the Draft Proposed Budget Assumptions for 2026-27 and continued to discuss the recommendation related to borrowing FTES from the Summer term.
- The Financial Resources Committee met on 9/2/26:
 - The Committee reviewed the Revised 2026-27 Proposed Budget Assumptions including the 1.44% discretionary COLA being applied to districts' hold harmless funding to help cover a new paid pregnancy disability leave mandate. Since Citrus College is in hold harmless status

for 2026-27, it is recommended not to borrow any FTES from Summer 2026. Actual 2025-26 FTES fell below 10,000, resulting in the district moving to small-college status under SCFF beginning in 2026-27. Not shifting/borrowing any FTES means the district will start 2026-27 without a deficit of FTES needing to be earned back and thus the District will maintain an enrollment goal of 10,100 FTES for 2026-27.

- The committee also reviewed sections of the LAO's analysis of the 2026-27 enacted state budget, noting that while the budget is technically balanced, California faces a projected structural imbalance of \$29.2 billion due to ongoing deficits. The LAO warns that spending continues to exceed revenue growth, with an estimated \$18.5 billion deficit in 2026-27. Despite strong state revenues, the enacted budget adds \$5.7 billion in discretionary spending, suspends nearly \$6 billion in reserve deposits, and borrows \$3.9 billion in Proposition 98 funding, raising concerns about the state's long-term fiscal stability.
- The Proposed Budget Forum will take place on Tuesday, September 15, 2026 at 2:45 pm in VA130 and via Zoom.

e. Human Resources Advisory Committee – Dr. John Albert

No report. Their next meeting will on September 16, 2026.

f. College Information Technology Committee – Dr. Eric Calderon

CITC met on September 14, 2026. We approved our purpose statement and should provide to the next steering meeting in September. There were updates provided on how we will be doing Banner updates moving forward. TeCS will provide more time for testing prior to patches being applied. There were also updates on the use of Element 451 especially by ISC and the MESA program. There were also updates on the construction project and potential impacts on technology. There was also discussion on Papercut and moving with WEPA in the future for student printing. Discussions were provided about the changes in Microsoft's MFA process and the direction of the campus. At the last part of the meeting, we discussed the AP on Artificial Intelligence. The next meeting is October 5, 2026.

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

The department recently launched the "So Can You" marketing campaign to support enrollment growth and brand awareness. The campaign is anchored by nine students and alumni, each of whom shares an authentic story of success and extends a warm invitation to prospective students to pursue their own success at Citrus College. The department is also preparing to launch Citrus View, a news center microsite that will boost visibility of the college's successes, programs and events. In addition to news and Owl Spotlight profiles, the news center will offer a comprehensive archive of past publications, photos, news releases and social media content, along with brand

guidelines and information on how to request services from the department. As we begin the new academic year, I'd like to extend an open invitation to the campus community to partner with us to help promote your events and programs.

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

No report. This committee has not met since June 1, and the next meeting is scheduled for September 28, 2026.

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

No report. This committee has not met since June 1, and the next meeting is scheduled for September 21, 2026.

j. Program Review Coordinator – Mr. Dan Volonte

Program Review/SLOA Committee met for our first meeting of fall on September 2nd of 2026. The committee reviewed and discussed the following:

- Purpose statement- Updated the members list and the continued responsibilities as well as the responsibilities for 2026-27.
- Changes to Resource Request form and processes from Financial Resource Committee
- Updated Instructional Annual Program Review form- Reviewed optional form for faculty to use this year that was developed by this committee last spring. New form is better aligned with the comprehensive program review for instruction. This will be the only form available next year.
- Due dates for Instructional Annual Program Review 10/30/26 along with first run resource request. Last day for resource requests is 01/22/2027.

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

Met on September 2, 2026. Dr. Besancon gave a short presentation about the Reflection column on Padlet and reminded faculty about the Sept 11, 2026 deadline. Dr. Besancon will be presenting on the status of reflection column submissions at Deans and Directors meeting on Sept. 14.

Dr. Elaine Jefferson asked for a percentage of completion update on the programs with Reflection columns submitted.

Dr. Catie Besancon gave an answer to her best ability, which she then updated by email later that day stating that the percentage of programs with Reflection columns submitted are at about 70% completed, not 60% as was said at the meeting.

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

We will begin writing our Institutional Self Evaluation Report (ISER) this fall. Catie and I will be hosting a kick-off and writing training for ISER co-leads this Friday.

o. Academic Senate President – Ms. Renee Liskey

Met on September 9, 2026 and went over their Purpose Statement, adding some new goals, attempting to find new ways to encourage faculty to engage in shared governance. They are also reviewing AP/BPs in their area and comparing them with other colleges, creating a subcommittee out of the Academic Senate to review and make recommended changes.

p. ASCC Representatives – Rose Ann Enamorado Santos & Carlos Rodriguez

They are happy to be here, and ~~[Deleted: I]~~ ~~[Added: they]~~ look forward to representing the ASCC and the student body on this committee.

q. Classified – Ms. Danielle Weller

Met on September 8, 2026 and are working on filling committee positions and nominations for their next eBoard.

r. Supervisors/Confidentials – Mr. Jorge Cortez

- Last Meeting 9/4/26
- Welcomed New Team Members
- Update on Onboarding and New-Employee Experience
- Presentation of Banner Finance Self-Service Training
- Upcoming Meeting 12/~~11~~/26 (This is an update to the date that was given during the meeting.)

s. Superintendent/President – Dr. Greg Schulz

At our steering committee meeting later this afternoon, I plan to share the following report (verbally):

- Citrus College recently launched the "So Can You" marketing campaign to support enrollment growth and brand awareness. The campaign supports a broader campuswide effort this year to strengthen enrollment. Developed by our team in Strategic Communications, Marketing and Public Affairs in partnership with Substance Media, the campaign is anchored by nine students and alumni, each of whom shares an authentic story of success and extends a warm invitation to prospective students to pursue their own success at Citrus College.
- I also want to recognize our Outreach team for their efforts to support enrollment growth. Between now and the end of the fall term, they'll be out at community events, high school visits and college fairs throughout the district, meeting prospective students where they are and making sure they know Citrus College is here for them. It's demanding, on-the-

ground work, and it plays an important role in bringing new students through our doors.

- This fall, I look forward to joining members of our board to represent Citrus College at community events across our service area, including Duarte's Route 66 Parade on Saturday, Sept. 26; the Azusa Golden Days on Saturday, Oct. 17; and the Claremont Village Venture Arts and Crafts Festival on Saturday, Oct. 24. These events are a great opportunity to connect directly with the residents and families we serve, celebrate the history and traditions of our neighboring cities, and remind our communities that Citrus College is proud to be part of the fabric of the San Gabriel Valley.
- This August, crews began demolition on a portion of campus that includes the Liberal Arts/Business, Information Systems and Integrated Success Center buildings to clear the way for a new science building. It's the first significant construction project funded by the \$298 million Measure Y bond voters approved in 2020. Site clearing and preparation is underway now and expected to wrap up in five to six months. Pending final approval from the Division of the State Architect, construction itself is expected to take about two and a half years.
- Lastly, my next Open Office Hour will take place on Thursday, Sept. 17, from 10 to 11:30 a.m. We extended the original hour by 30 minutes after it quickly filled up. Both Zoom and in-person meeting opportunities are available. I look forward to meeting with students, faculty and staff.

VII. Adjournment: Dr. Greg Schulz

The meeting was adjourned at 3:25 p.m.

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