



STUDENT SUCCESS COMMITTEE MEETING

Thursday, November 06, 2025

Location (SC Main Campus, board rm 154) and Zoom

<https://shastacollege-edu.zoom.us/j/8691534232>

1:00pm -2:30 p.m.

APPROVED MINUTES

ROLL CALL:

	Kate Mahar	X	Heather Wylie		Valerie Ambrose		Elaine Carmena
	Tina Duenas		Melanee Grondahl	X	Laraine Heck	X	James Konopitski
	Katie Leach	X	Sandy Lucero	X	Christian Macias		Runi MacKinnon
	Rose Miranda	X	Erin O'Loughlin		Mia Olvera		Damaris Stevens
X	Molly Stimpel	X	Buffy Tanner	X	Jeanne Veich	X	Alexa Zaharris

1. **CALL TO ORDER:** The meeting was called to order at 1:08p.m. by committee chair, Heather Wylie.

2. **APPROVAL OF MINTUES:** The 10/16/25 minutes were approved by the committee, motion to approve Erin, seconded Molly, no abstentions or objections.

3. UPDATES:

- Welcome – committee introductions and a personal fall favorite shared.
- Across Campus Updates were highlighted in perspective areas
- Updated Student Services Guidebook – Digital copy to be emailed out by Angie and hard copy will be provided at in person meeting in the spring 2026
- Fall 2025 Work Groups – Committee breaks into the (3) groups to collaborate

Goal: Continue to dig into emerging opportunities at Shasta College. Make recommendations as a committee and/or create taskforce/workgroups on the following projects to explore, build out, and identify where these should live on campus. Discuss framework for connecting outside of SSC meetings, reporting out at monthly meetings.

1. Communicating with Students
2. Picking an Educational Modality
3. Ethnographies of Work

The groups shared collaborative ideas:

Need for centralized, reliable orientation system, the challenges around using the regroup protocol for mass messaging and avoiding redundancy, the need for consistent language in the course descriptions and clearly defining “online,” “hybrid,”

and “accelerated” courses as well more details around lecture, lab, and discussion components. Also, considering language around “skills developed” in the course description making it more transparent and useful for students. A pop-up message or hover information to clarify course type and requirements was also suggested. The committee suggested including Academic Senate and IT into further discussion and implementation in these areas.

Exploring a student feedback project/outreach committee through an Innovation grant was proposed.

4. ACTION ITEMS:

- Heather stated she can take the lead around consistent messaging.
- Alexis and Buffy will follow up at the next meeting with more information on imbedding links/hover buttons around the course descriptions.
- Angie to share digital and hard copy of Student Services Guidebook

5. ANNOUNCEMENTS:

- Buffy to share out information on donations for helping SNAP
- Erin shared on International Thanksgiving

6. ADJOURNMENT: The meeting was adjourned at 2:29pm by committee chair, Heather Wylie.

7. NEXT MEETING: December 11, 2025 (Zoom Only)

Minutes Recorded By:
Angie Yannello