

Student Services Managers' Meeting
Wednesday, Sept. 17, 2025
10:00 AM – 12:00 PM
Board Room

AGENDA

District / Division Goals

By December 31, 2025:

Equity in Success (Completion, Baccalaureate Attainment, Transfer, persistence, TLME throughput, course success)

- The overall number of students who **complete a degree or certificate** will be at least 1,043.
- The overall number of students who **earn an Associates Degree for Transfer** will be at least 266.
- The overall number of students who **earn a Shasta College Bachelor's Degree** will be at least 12.
- The overall number of students who **transfer to a CSU or UC** will be at least 318.

Equity in Access (Enrollment)

- The annual **full time equivalent students (FTES)** for 2024-2025 will be at least 7041 (2019-2020 level) with an emphasis on Perkins economically disadvantaged.

Equity in Support (Maximize CCPG/PELL and Reduce Units to Completion)

- The overall number of students who **receive a California College Promise Grant** will be at least 6775.
- The overall number of students who **receive a Pell Grant** will be at least 5131.
- The overall average number of **units in excess of 60** toward the first ADT will be no greater than 68.

Credit for Prior Learning

- The overall number of students who have **received at least one (1) credit for prior learning** will be at least 822.

Division Focus Areas

- Student Onboarding
 - Onboarding General - Prioritize three challenges of the student onboarding process and implement steps to streamline.
 - Onboarding Transition K-12 - Prioritize three challenges of the student onboarding process and implement steps to streamline.
 - Caring Campus
 - Decrease Response Times
 - Increase Interdepartmental Awareness – Warm Handoffs
- Student Support
 - Early Alert CRM
 - Develop Processes to Coordinate Resources between categorical programs
- Compliance / Tracking
 - Vision Aligned Reporting (VAR): Early adopters will successfully implement VAR requirements.
 - SAO Update and Measurement
 - Accreditation Tracking
 - BP/AP update cycle
 - Website review - ROI
- 100 Building Transition: Student Services departments will successfully transition out of the 100 building.

PART 1: General Meeting -- 10:00 am – 10:45 am

1. Approval of Minutes from 08.06.25
2. Instructional Deans' Report
3. Action Agenda
 - a. First Reading
 - i. BP 5040 - Student Records, Directory Information, and Privacy
 - ii. AP 5040 - Student Records, Directory Information, and Privacy
 - iii. BP 5130 – Financial Aid
 - iv. AP 5130 – Financial Aid
 - b. Second Reading
 - i. None.
4. Discussion Agenda
5. Information Items
 - a. Enrollment Management Plan
 - b. Space Utilization report – closing the loop
 - c. Student Senate Stipend Project / Student IDs
 - d. CCCCC Shared Advocacy Requests
 - e. Budget Update
 - f. Program Evaluation Cycle 2025-2026
 - i. Testing Center
 - ii. Transfer Center
 - iii. TRIO Student Support Services
 - iv. Veterans Center
 - v. Umoja (updated 2024)
 - g. Vision Aligned Reporting
 - i. Program-Specific Manuals – Please make sure you are familiar with your [program VAR manual](#).
 - ii. VAR Office Hours – regular office hours below should you need assistance.
Tuesday Zoom Meeting ID: 832 6625 2352 Passcode:
344534 <https://cccco.zoom.us/j/83266252352?pwd=bIMZPXWmCnqhKU4RDa3RqvxCiXyx0g.1>
Thursday Zoom Meeting ID: 881 8400 5194 Passcode:
722374 <https://cccco.zoom.us/j/88184005194?pwd=FGEHpewfppUS2KTdR2xOwB9kgel0eb.1>
6. Area Updates / Announcements

PART 2: SAO/ F25 Goals Review -- 11:00 am – 12:00 pm

The individual programs below will meet in the Board Room at the scheduled times to continue our conversation on Fall Goals and Service Area Outcomes.

EOPS/CARE/CalWORKs	11:00 – 11:20
Gateway to College:	11:20 – 11:40
Transfer Center:	11:40 – 12:00

Parking Lot:

- a. Onboarding process
- b. Review
 - i. AP 4100 – Graduation Requirements for Degrees and Certificates
 - ii. BP 4250 – Academic Notice, Pause, and Restart
 - iii. AP 4250 – Academic Notice
 - iv. AP 4255 – Academic Pause and Restart
- c. Save the Date: Student Services Classified Retreat
 - i. Friday, Oct. 31, 2025 8:00 am – 12:30 pm
 - ii. Interdepartmental Awareness / Warm Handoffs
- d. Program Evaluation Cycle 2025-2026
 - Testing Center
 - Transfer Center
 - TRIO Student Support Services
 - Veterans Center
 - Umoja (updated 2024)