

Student Services Managers' Meeting
Wednesday, March 18, 2026
10:00 AM – 12:00 PM
Board Room

MINUTES

Committee Members					
X	Tim Johnston - Chair	X	Joy Cusworth	X	Cat Morton
X	Sandra Hamilton		Patricia Esparza	X	Matt Rogers
X	Jamie Spielmann	X	Michael Fannon II	X	Kellie Weigel
	Alexa Zaharris	X	Renee Garcia		Jeremy Wickenheiser
X	Nadia Elwood		Clarisa Guzman		Sheri Wiggins
X	Brianne Brichacek		Candice Hann	X	Jessie Knight
	Robert Bowman	X	James Konopitski		
X	Trinity Brooks	X	Sandy Lucero		
X	Crystal Burger		Hilly McCarthy		
	Alexis Corona		Crystal Mair		
Guests					
X	Sidney Young				

1. Approval of Minutes

Motion (Nadia), Second (James) to approve the minutes from March 4, 2026. Motion approved unanimously.

2. Instructional Deans' Report

No report.

3. Discussion Agenda

a. Annual Planning Funding Requests

i. Discuss rankings

Motion (Sandra), Second (Kellie) to approve the 2026-2027 annual planning funding requests. After discussion, approved unanimously with no abstentions.

ii. Review process

The Committee offered the following recommendations:

1. Rank "restricted" fund / Categorical programs separately from "unrestricted" District funded programs except for the Student Equity and Achievement Program. Initiatives proposing SEAP funding should be ranked along with "unrestricted" funding requests.
 - a. Annual plans and program evaluations should satisfy the planning requirement.
 - b. Important to continue sharing program evaluations and annual planning documents for Accreditation, Caring Campus (cross-departmental awareness), etc.
2. Create a separate tab for "space" requests.
3. In the annual planning instructions, identify the time period of "look back" for data collection.

b. Umoja Program Evaluation

- i. Sandra and Sidney presented the Umoja Program Evaluation.

- ii. Discussion items:
 - 1. Should the Umoja Program follow external guidelines to meet external funding requirements or should the program develop local guidelines separate from Umoja?
 - 2. Should the college implement a service day similar to the National Day of Service, MLK Day of Service, Cesar Chavez Day of Service, etc.?
 - a. Consensus was supportive.
 - b. Concern about institutional requirements that may limit/prevent participation.
 - c. SSM Bylaws
 - i. Revisions to the SSM bylaws were presented as a “first reading”.
 - ii. Revisions will be brought back next meeting.
- 4. Information Items
 - a. SSM Meeting on April 1 will be cancelled.
 - b. RISC Survey is out. Please encourage students to participate.
 - c. Research Reports/Student Achievement and ROI
<https://www.shastacollege.edu/faculty-staff/research/research-reports/>

Tim demonstrated the link and highlighted new resources.
 - d. SEMP
 College Council recommended changes to the document. Academic Senate will now review for a first and second reading.
- 5. Area Updates / Announcements
 - a. MESA: Jessie shared that two students have been selected for competitive summer internships – one at the Stanford Linear Accelerator and the other at UC Santa Cruz.
 - b. Student Life: Brianne will be looking for volunteers for graduation; 1650 Grad Fair invitations were mailed; Culture Fest will occur April 16 – bigger and better than before with various community partnerships; Student Senate elections will occur in April. Brianne will email a link to the Student Senate promo video.
 - c. Gateway to College: Cat shared that Pioneer HS received recognition as a Model Continuation School.