Substantive Change Application: *Change in Local Control*

Date of Inquiry: June 20, 2018   **Anticipated Start Date:** June 7, 2019

Name of Institution: Compton College

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Title of Application and Description of Proposal:
Compton College Substantive Change Application: Change in Local Control. This proposal details the conclusion of the partnership between the El Camino Community College and Compton Community College districts effective June 7, 2019, when courses for the 2019-2020 school year will be offered under the governing authority of the Compton Community College District (CCCD) Board of Trustees.

Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity

Briefly describe the change, including the planning process.

On June 7, 2017, Compton College received initial accreditation from the Accrediting Commission for Community and Junior Colleges (ACCJC). Then on July 17, 2017, the Board of Governors for the California Community Colleges approved Resolution No. 2017-2 recognizing Compton College as the 114th California Community College. Before achieving initial accreditation and being recognized as the 114th California Community College, Compton College began preparations to operate under the authority of the CCCD Board of Trustees as detailed in the *2017 Compton College Comprehensive Master Plan*, the *Compton College Technology Master Plan,* and the *Human Resources Staffing Plan*.

Since summer 2017, a team of individuals from the El Camino Community College and Compton Community College districts has been participating on the El Camino College (ECC)/Compton College Transition Committee. The Transition Committee meets on a monthly basis and is working together on implementing items cited in our Partnership Transition Plan, which is our internal planning document for the El Camino College/Compton College Transition.

On Monday, June 18, 2018, the El Camino Community College District (ECCCD) Board of Trustees received for a second reading, and subsequently approved, the Compton College Substantive Change Application: Change in Local Control. On Tuesday, June 19, 2018, the CCCD Board of Trustees received the Substantive Change Application: Change in Local Control for information and discussion. Our goal is to complete Compton College transition from

ECCCD and operate under the governing authority of the CCCD Board of Trustees on June 7, 2019.

Describe how the change is consistent with the mission and goals of the institution.

Since 2006, the El Camino Community College and Compton Community College districts have been dedicated to achieving independent accreditation for the ECC Compton Center, now known as Compton College. In accordance with Education Code sections 70902 and 72000, and as specified in California State Assembly Bill 318, the ECCCD Board of Trustees has maintained governing authority over the ECC Compton Center and now Compton College. Through this unique partnership, Compton College has been able to provide educational and related support services to CCCD residents. In 2015, as part of the Accreditation Self-Evaluation process, the ECC Compton Center developed the Vision, Mission and Strategic Initiatives for the ECC Compton Center and the future, fully-accredited Compton College through the consultative process. At its January 20, 2016 Board meeting, the ECCCD Board of Trustees approved the Vision, Mission and Strategic Initiatives for the ECC Compton Center and the future Compton College for 2017-2022. The CCCD Board of Trustees also approved the Vision, Mission and Strategic Initiatives at its January 26, 2016 Board meeting.

What is the expected impact of this change? What benefits will result from this change?

The benefit of the Change in Local Control is the establishment of an accredited college under the governing authority of the CCCD Board of Trustees. This change will create a renewed sense of ownership and pride for residents, with a fully-accredited college within the Compton Community College District.

Standard II: Student Learning Programs and Support Services

Describe the impact of this change on the programs, services, and activities which will support students.

The Change in Local Control will have some impact on the programs offered at Compton College due to the size and needs of the student population. While it is possible that some academic programs may not be carried over or will undergo revisions, all programs will be reviewed, using program reviews, to ensure that services are aligned with students' needs. Compton College will continue to evaluate the need for the courses within programs and the programs themselves to make decisions that will enhance student learning and success. In 2017-2018, the Compton College Academic Senate established a Compton College Curriculum Committee. The Curriculum Committee has developed a curriculum handbook to assist faculty with the development of Compton College curriculum. Furthermore, current El Camino College curriculum will be adopted and transferred into the Compton College currIQūnet Meta. Our goal is to have the Compton College currIQūnet Meta operational by July 31, 2018.

Student Support Services will largely remain the same at Compton College, as there are a myriad of services already available. Once the transition is complete, these services will remain under the oversight of the vice president of Student Services, who reports directly to the president/CEO. The two Student Support Services that will require the most change and support

are Financial Aid and Student Enrollment. Compton College is working with the California Community Colleges Chancellor's Office and the U.S. Department of Education to continue to offer financial aid assistance to students once Compton College becomes an independent college under the governing authority of CCCD Board of Trustees.

Enrollment and registration services will also change as Compton College implements Ellucian Banner as our new Enterprise Resource Planning system. Compton College will provide ongoing assistance to current and new students on how to navigate the new registration system, as well as how to access grades and send emails through the Ellucian Banner Enterprise Resource Planning system.

Description of any legal or compliance requirements regarding this change.

In order to see that these transition-related tasks are completed, El Camino College and Compton College collaborate in monthly Partnership Transition Committee. As evidenced in the Partnership Transition Plan, once the Ellucian Banner Enterprise Resource Planning system has been fully implemented, Compton College will have to migrate current student educational records, transcripts and financial aid applications from El Camino College to Compton College. At this time, the Compton College Admissions and Records staff have established a workgroup to plan and implement tasks to make the transition for students as smooth as possible. We have requested legal advice from the California Community College Chancellor's Office to assist us in this process to ensure no interruptions in service to the students.

The Financial Aid Office at Compton College is in the process of working with the California Community Colleges Chancellor's Office and the U.S. Department of Education to establish the process that will allow Compton College to award financial aid disbursements and offer student loans during the 2019-2020 year. Once the Ellucian Banner Enterprise Resource Planning system has been established, Financial Aid will work on completing the awarding process. Compton College is reviewing the steps required for Title IV participation with the U.S. Department of Education and working with the California Student Aid Commission on the College's continued participation in the California Student Aid Program. As a vast majority of Compton College students are dependent on financial aid to attend college, streamlining the financial aid process is necessary. The directors of Financial Aid at both Compton College and El Camino College are developing an aggressive timeline to meet the eligibility requirements to serve students in the 2019-2020 year.

Standard III: Resources

Human Resources: Please describe the staffing plan to support this change.

After receiving initial accreditation in summer 2017, Compton College revised its *Human Resources Staffing Plan* to identify and prioritize the staffing and professional development changes required to thrive as a fully independent institution. This guiding document provides the framework to meet these requirements, including a detailed timeline for new positions through 2030.

The *Human Resources Staffing Plan* is designed to support all college operations and optimize student success by integrating the Compton College Mission, Vision, Strategic Initiatives; the *Compton College Technology Plan,* and the *Human Resources Staffing Plan*. The *Human Resources Staffing Plan* investigates program trends, current staffing levels, and future staffing needs, in addition to providing recommendations for professional development, correlations to accreditation standards, and upcoming steps.

In July 2017, the CCCD Board of Trustees approved the *Human Resources Staffing Plan*, and hiring of new positions commenced, including job announcements for a chief of police, director of financial aid, and director of community relations. In the 2017-2018 State of California Budget, $11.3 million was allocated to assist the CCCD through the transition. The funding supported new staffing in the Informational Technology Department, the establishment of a Police Department, the Compton College Enterprise Resource Planning system, and support for outreach for future Compton College student enrollment for the next four years.

Financial Resources: Impact on institutional finances, including a budget showing evidence those resources (including physical, technology and equipment, if appropriate) are available and committed to support the change.

The Change in Local Control has no impact on the institution's finances. The CCCD has adequate financial resources to support and sustain student learning programs and services and improve institutional effectiveness. Compton College has created strategic objectives aligned with its mission to establish yearly goals. Also, long-term planning occurs via a five-year fiscal management plan, which helps maintain financial stability, while short-term planning and resource allocation provides for innovation. The CCCD budgets and CCCD Annual Financial Reports for the past five years are available online. The CCCD 2016-2017 Annual Financial Report reported no audit findings for the fourth consecutive year. Over a period of seven fiscal years, the CCCD has reduced the number of audit findings from 26 in 2010-2011 to zero for four consecutive years.

Standard IV: Leadership and Governance

What leadership and governance oversight exists to ensure the continued academic quality and institutional effectiveness is maintained and sustained through this transition?

In accordance with Education Code sections 70902 and 72000, the ECCCD Board of Trustees maintains, operates, and governs El Camino College and Compton College. In August 2006, the ECCCD Board of Trustees approved a memorandum of understanding to provide educational and related support services to CCCD residents. In 2008, ECCCD and the CCCD approved the 2008 partnership agreement to replace the memorandum of understanding. In 2013, the parties revised the partnership agreement. In 2016, the partnership agreement was again revised. The partnership agreement provides a set of mutual understandings between the two districts as it relates to the operations of Compton College and the CCCD.

Since 2006, the CCCD has remained a legal entity, overseeing business and administrative activities including accounting services; budget development and administration; financial, credit, and debt management; payroll services; purchasing, receiving, and asset management; auxiliary services; risk management and insurance; management information services; facilities maintenance and operations; construction and other capital improvement projects; bond funds; human resources and labor relations; community and governmental relations, and all other business, legal, and administrative activities primarily relating to the management of the CCCD. On March 21, 2017, the governing authority of the CCCD was returned to the CCCD Board of Trustees. The CCCD Board of Trustees is elected by the residents within the CCCD.

Under the terms of the partnership agreement, the superintendent/president of El Camino College supervises the president/CEO of Compton College, while the CCCD Board of Trustees oversees the overall operations of CCCD through the CEO. Also, the Compton College senior management structure includes a vice president of Academic Affairs, vice president of Administrative Services, vice president of Human Resources, and the vice president of Student Services. Through the president/CEO and the vice presidents, Compton College will continue to provide quality academics and institutional effectiveness under the authority of CCCD Board of Trustees.

El Camino College's Academic Senate has been working with Compton College's Academic Senate to update its bylaws. Furthermore, Compton College's Academic Senate has begun the process of introducing various CCCD Board Policies and Administrative Regulations that support the College's Mission and Vision Statements, while maintaining a comprehensive and rigorous academic program that aligns with the goals of the Compton College Academic Senate.

Other: Describe the change of local control transition plan and related timelines.

The Compton College Accreditation Steering Committee was formed in 2011 to help lead the institution to full accreditation under the local control of the CCCD. In the summer of 2017, after gaining initial accreditation status, Compton College updated its internal document *Accreditation and the Process Forward* to outline the institution's initial steps toward regaining local control.

The Partnership Transition Plan presents a detailed timeline through 2021 with specific goals for various departments, including a list of personnel overseeing each area.

The campus community receives detailed updates on the status of the transition plan through the monthly newsletter and email, Message from the President/CEO.

Evidence:

Please include documentation that will help the Committee understand the process by which the change was developed, such as former and proposed mission and/or objectives, summary of discussions with campus constituents (Board of Trustees, Academic Senate, students, community members), strategic plans, financial plans, copies of Board minutes, as appropriate, copies of draft legal documents regarding changes of local control, copies of draft legal documents dealing with matters of facilities and other institutional property, as appropriate.

1. ACCJC Action Letter – June 7, 2017
2. Board of Governors California Community Colleges Resolution No. 2017-02
3. *Compton College 2017 Comprehensive Master Plan*
4. *Compton College Technology Master Plan*
5. *Compton College Human Resources Staffing Plan*
6. CCCD/ECCD Partnership Transition Plan
7. California State Assembly Bill 318 and Related Documents
8. Compton College Mission Statement and Strategic Initiatives
9. Program Review
10. Compton College Curriculum Handbook
11. Student Support Services/Programs webpage
12. CCCCO Legal Opinion Regarding Compton College Data – March 6, 2018
13. CCCD Board Minutes from July 2017, Item 15.06: Approval of *Compton College Human Resources Staffing Plan*
14. 2018-2019 Compton College and CCCD Overarching Priorities
15. CCCD Five-Year Fiscal Management Plan
16. CCCD Budgets
17. CCCD Annual Financial Reports
18. CCCD 2016-2017 Annual Financial Report
19. Memorandum of Understanding Between ECCCD and CCCD – August 2006
20. Partnership Agreement, July 2008
21. Partnership Agreement, May 2013
22. Partnership Agreement, November 2016
23. CCCCO Letter Returning Authority – March 20, 2017
24. BP2100 – Board Elections
25. Compton College Academic Senate Bylaws (2011-12)
26. CCCD Board Policies and Administrative Regulations
27. Compton College Academic Senate Goals
28. Compton College Accreditation Steering Committee
29. *Accreditation and the Process Forward*
30. Messages from the President/CEO
31. ECCCD Board of Trustees Meeting Agendas
32. CCCD Board of Trustees Meeting Agendas
33. Compton College Consultative Council Meeting Agenda and Minutes