TRANSITION PLANNING TEAM
MEETING NOTES

Facilitator: Keith Curry, President/CEO   **Recorder:** Paula VanBrown
Date: May 4, 2021   **Location: Zoom**

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Vision

Compton College will be the leading institution of student learning and success in higher education.

Mission Statement

Compton College is a welcoming environment where the diversity of our students is supported to pursue and attain academic and professional excellence. Compton College promotes solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for transfer, completion, and lifelong learning.

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Attendees:

Nelly Alvarado	Cesar Jimenez	Heather Parnock
Richette Bell	Elizabeth Martinez	Barbara Perez
Rebekah Blonshine	Melain McIntosh	Nelson Shirota
Keith Cobb	Abdul Nasser	Lauren Sosenko
Keith Curry	Abiodun Osanyinpeju	Andrei Yermakov
Carol DeLilly		

1. **Review minutes from December 1, 2020; January 5, 2021, February 2, 2021, and March 2, 2021. The committee approved the April 6, 2021 meeting minutes**.
   A. Banner Issues/Concerns
      Dr. Keith Curry reviewed the list of Banner issues received from Andrei Yermakov:
      - Admissions and Records still need support from Banner.
      - Minor issue with Degree Works
      - CRM Recruit – need to confirm that the information coming through is accurate. Dr. Curry instructed Elizabeth Martinez to keep him updated on CRM Recruit as this is a priority for him.
      - Ellucian is working on the Comevo API Integration between Banner and Cranium Café.
   B. Other Items
      Dr. Curry said he wants to meet with Heather Parnock regarding recruitment with Blackboard and what data is needed. Dr. Curry asked Andrei Yermakov to schedule a meeting with Glen Johnson, Abdul Nasser, Keith Curry, and himself to discuss next year's contract.

2. **Areas of Focus Updates**
   A. Admissions and Records – Richette Bell reported some Banner tickets had to be submitted because they were having some issues, including a student who could register without having an appointment; faculty being able to drop students; and receiving new error messages.

      Richette Bell reported her goal is to have the enrollment priorities set up and in place before fall registration starts and meet with Shane Livingston regarding enrollment priorities.

Richette Bell stated she is updating the new printout for the diplomas for spring graduates, so the diploma displays the student's studies program.

Richette Bell reported they are working on finalizing the workflows for the grade changes and general petitions. Ellucian is working on two reports, the RD Grade Replacement report and the National Clearinghouse report.

Richette Bell shared the list of students and degrees (869) to be received for summer 2020, fall 2020, and spring 2021.

Dr. Curry instructed Heather Parnock to put information about graduation and the number of petitions in his newsletter and commend the Admissions and Records staff.

B. **Academic Affairs –** Sheri Berger absent - no report

C. **Student Services –** Elizabeth Martinez commented that Dr. Alvarado and Dr. Jimenez have already given updates on Comevo.

Dr. Jimenez reported on CRM Advise activity as of April 30, 2021. There were 4,485 Canvas logins for CRM Advice, with a total of 8,261 alerts generated. Dr. Jimenez said these alerts can be disaggregated by each of the dual enrollment programs and can also be disaggregated by the regular students (not AB 288, afterschool, or early college students).

D. **Business Services** – Dr. Curry commented that he would not change the language agreed on and approved by the cafeteria board. This vendor has not yet provided insurance. Dr. Abdul Nasser reported the contract had been signed, and construction has been started.

E. **Communications** – Heather Parnock reported that she has been working on the list of graduates for the program, which is now with the printer. The web pages for STEM and FASH academic programs have been finished, and there are still three other GPUs that need to create their program web pages. Any program listed on the Graduate Communications contract on the April 2021 Board agenda for the CTE programs will get their webpage redesigned by July 1 as part of the marketing plan. The RFP for the website redesign is available online and went out last week. The Web Taskforce will reconvene at the end of May or the beginning of June to review the proposals and select the vendor.

Dr. Curry instructed Richette Bell to email him the number of early college students (no names) and what they have completed.

F. **Financial Aid –** Keith Cobb reported that last week, the Financial Aid Office's Veterans' Resource Center hosted a Green Zone training with ten faculty and student participants. Keith Cobb said that Financial Aid is reviewing 74 scholarship applications. Their banquet will be held virtually on May 27 at 5:00 p.m.

Keith Cobb stated that they had repurposed some of the Work-Study funds that, due to the pandemic won't be spent, to the Supplemental Educational Opportunity Grant, and 165 students have been identified to receive $1,600 in grants. He also said that 565 students would receive $725 from the Emergency Financial Aid Assistance Program, which was allocated $410,000.

Keith Cobb said he is also working on the HEERF Grant, which will disburse $600 to 733 students within the next ten days.

Dr. Curry asked Keith Cobb to cross-reference HEERF applications with the Title IV applications list before disbursing the $500,000. He stated that even if the student did not fill out an application for Title 1V, they should still be given the money.

Keith Cobb mentioned that he would be meeting regarding renewing Financial Aid next week to follow up with some items. We are being asked to submit the Cosmetology certificate and proof that the audit was presented.

Dr. Curry stated that for the HEERF funds and future funds, we need to, based on the application, cross-reference them with Title IV applications. Elizabeth Martinez is to write this up as part of the policy, so it is all documented.

G. Information Technology – Andrei Yermakov reported that we would be executing the process of deactivating students after the spring semester for the first time. He said he would like to meet with Student Services to discuss the process and inform everyone of the changes and how this will affect the counselors and other Student Services departments. He will also discuss how students will be marked as inactive and any implications and review the language in a letter being sent to students.

Andrei Yermakov reported the Banner infrastructure upgrade is scheduled for July 16. Ellucian asks if they can start the infrastructure on Thursday night, July 15, after 9:00 p.m. to give them an extra day. Dr. Curry responded that is ok with him and asked Andrei Yermakov to send an email to Sheri Berger and Elizabeth Martinez to confirm.

Andrei Yermakov will meet with Richette Bell regarding the workflow. The first workflow grade change petition is almost finished, and the second one needs a few clarifications from Admissions and Records. He said when he meets with Glen Johnson, he will emphasize that we should focus on the internal effort of developing the workflow platform within the next year with Ellucian contract services. Andrei Yermakov said he believes that's a platform that can make a tremendous change to our campus and replace all the paper processes.

Andrei Yermakov reported that he has written to Ellucian that Legacy Datatel needs to be upgraded for a long time, but they have not responded. He said he is concerned about the old hardware and our historical records and has asked Glen Johnson for an updated quote for this service, but he has not received a response. Dr. Curry instructed Andrei Yermakov to send Glen Johnson a reminder and write a board letter for Dr. Curry's newsletter for May. Dr. Curry advised Dr. Nasser to transfer $45,000 (NTE) from the reserve and work with Andrei Yermakov on the language for this Board item. Andrei Yermakov said he needs Dr. Curry to speak with Glen Johnson for him to commit to this.

Andrei Yermakov also reported the TouchNet One Card issue had not been resolved. The terminal replacements that TouchNet sent still do not work. TouchNet representatives disappear for a few months with no reply and then come back and ask how we're doing and how they can help. They want to bill us for those two terminals and try to send us to collections, and Andrei

Yermakov has to remind them that the terminals were on loan, not purchased, and still don't work. TouchNet has not made any efforts to fix them and broke all their promises of making that

tracking system work. Dr. Curry responded that he would call Glen Johnson.

H. Police Services – Chief Ramund Box absent; no report

I. Nursing – Dr. Abiodun Osanyinpeju reported that the Nursing Department continues to digitize most of its files. They are starting to pilot the electronic admissions process. They are working on coordinating the deliveries for the virtual Nursing Pinning Ceremony tentatively scheduled for June 8.

Dr. Abiodun Osanyinpeju reported that the CNA curriculum revision is currently going through CurricUNET, and some changes were made last week. Dr. Abiodun Osanyinpeju report they have seven applicants to be interviewed next Thursday.

Dr. Carol DeLilly reported she submitted her draft report until April 29 to the BRN last week and hoped to get more statistics from a company that provides national, regional, and local statistics. This is a partial report because the BRN wants the report up until May 25. This partial report was also sent to Sheri Berger, and Dr. DeLilly will send it to Dr. Curry before the final is sent to the BRN.

3. **Other items**

   Articulation – Melain McIntosh reported they had submitted three courses for the new CSU-GE, Area F, which will become effective in fall 2021. This new area is only for students who are brand new to Compton. Of the three courses submitted, only one was approved, which was Ethnic Studies 101. Many colleges have not received their GE determination, and there have been a lot of denials. The denials have been very generic. They say the institution has not demonstrated they have met three of their five core competencies. Melain McIntosh stated that a meeting has been scheduled with the CSU on May 12 to find out more about what is expected because of so much frustration and concerns. Melain McIntosh said they are allowing them to do a June 1st review, but she is not putting pressure on faculty to submit for that date because they can offer in December. They will be allowed to back-date and still be effective in fall 2021.

4. **Next steps**

   No discussion

Next scheduled meeting:
Tuesday, June 1, 2021 at 2:30 p.m. via Zoom