



TRANSITION PLANNING TEAM MEETING NOTES

Facilitator: Keith Curry, President/CEO
Date: February 2, 2021

Recorder: Nathalie Sevilla
Location: Zoom

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.

Attendees:

Nelly Alvarado	Keith Curry	Barbara Perez
Richette Bell	Paul Flor	Lauren Sosenko
Rebekah Blonshine	Cesar Jimenez	Shirley Thomas
Ramund Box	Heather Parnock	Andrei Yermakov
Keith Cobb		

1. Review minutes from January 5 meeting – Submitted

Dr. Keith Curry wanted to speak about the banner issues. The CRM recruit is an issue.

Dr. Nelly Alvarado stated the issue with CRM recruit is the integration because of the CCC apply. Ethos integration with banner. Sheri Berger reported that we have a problem participating on CDC exchange for cross enrollment statewide because of the system. Sheri Berger mentioned that they changed their system, so it is not a flat file and they prefer to do a live connection and we are unable to do it. Andrei Yermakov reported transcript does not work. Richette Bell mentioned that they did not check to make sure that the transcript module that we use for transfer interface was working with Ellucian. All transcripts requests are still pending, we have four day back log of transcripts that have not been processed since the upgrade. Richette Bell reported that since the upgrade there has been issues with transcript orders. Richette Bell reported that the parchment folks reached out to us confirming the transcript issue. Sheri Berger mentioned there was a stall on the Fall schedule. Nelson Shiota reported that Josue is trying to get in touch with Sean to get information on clearing the table, this is what is stopping us from doing it, nobody has access to the table. Barbara Perez suggested we should input a ticket to clear the cloud. Nelson Shiota reported that when we cancel classes in the schedule, cancelling them alone does not remove them from the self-service, students are able to still register for the classes, Nelson Shiota reported there are steps to take to remove the class from the schedule. Nelson Shiota reported it is not our problem and submitted a ticket and they reported back it is a glitch and they are working on it on their end. Sheri Berger mentioned we still need the bug fixed. Sheri Berger reported that if a student dropped a class during this time period, it didn't work, and we had to go in and manually drop the class off the student's schedule. Barbara Perez reported the first couple weeks of December, if a student enrolled and dropped the class during this time, they were provisioned and

when they dropped the class, it was not removed from their schedule. Nelson Shirota reported that when we switched from railing summers to leading summers, our system was not caught up, so we recently make these changes to make summer the lead, for our academic year. To make it appear this way, the Summer 2020 is caught in the 2 years, we are trying to work with Allister to get this fixed, to show Summer 2020 as the lead semester.

Richette Bell reported that when we transitioned from El Camino, when the student records were imported into banner, banner was reading the coursework as attempted units at Compton College. Dr. Curry asked Andrei Yermakov if we have issues with one card. Andrei Yermakov confirmed, and the credit card processing terminals are not processing correctly, there was a tech problem. Andrei Yermakov mentioned an update that the developers are looking into the problem to release a patch and still a problem. Andrei Yermakov mentioned that today we can configure 1099 tax form for students in the self-service portal. Our next statement is to present the E- Statement for students. Andrei Yermakov mentioned he is still working with Ellucian on developing the process of inactivating students that do not have academic history for the past year. Andrei Yermakov states we are making progress towards this project. Andrei Yermakov mentioned that every time we attempt an integration, it is always an issue. We have tried integration with the bookstore, Argus reports, we have not seen any progress on this issue.

2. Areas of Focus

A. Admissions and Records – Richette Bell

Richette Bell reported on the diplomas. Richette Bell created and printed the diplomas. The admission team has mailed out all diplomas for Summer of 2019, Fall 2019, and Spring 2020. The goal is to send the diplomas for Summer 2020 and Fall 2020. Richette ordered 1,000 sheets and we are down to 200 sheets and sent out around 700 diplomas and certificates. The admissions team is almost back on track.

Richette Bell reported on the preparation to the passing off things to departments, Richette Bell meets weekly with Financial aid, IT, and Business office. Richette Bell presented information to Dr. Jimenez about how to contact the students on fee holds. Richette Bell reported that we figured out how to exclude the students from the upcoming term of Spring 2021. We were able to successfully run it and identify the Winter 2020 students. Currently, we have a little over 2 million in outstanding fees from students since 2019. Richette Bell confirmed that she ran a fee reports, in November 2020 it was 1.8 million and that was on top whatever fees were missing from Spring students. Richette Bell mentioned we have a district policy of when the holds should be placed and there is additional information in the catalog.

Dr. Curry mentioned to Richette Bell to move forward inputting the holds. Richette Bell will run the Winter session again.

Action Item: Richette Bell to implement the holds needed for Winter 2020 and Spring 2021 and to let Dr. Jimenez know of the holds. Richette Bell to let Dr. Curry know how many students and the amount for pay fee holds total.

Richette Bell is finalizing the testing for the MyHub, the enrollment verification with National

Clearinghouse, we keep running into testing issues, Dr. Jimenez and Dr. Alvarado allowed Richette Bell to use some of their students to run the verification again.

Richette Bell reported on the grade replacement, she went through it with Shane last week, we would probably have to create a script to have the grade report delayed. Per Title 5, it needs to be on the transcript according to Sheri Berger. Richette Bell mentioned that a script would have to be ran to develop the grade report delayed. Sheri Berger asked who created the script and Richette mentioned we would have to pay someone to write the script, Ellucian will not do this for us. Sheri Berger questioned if this were part of the contract and Richette Bell could not comment on what was on the initial transcript. Andrei Yermakov mentioned if Ellucian approved the script, we can store it in the server and have the script run automatic. Andrei Yermakov mentioned that the script needs to be created and approved for this to run. Barbara Perez suggested we should reach to other schools to see if they have a script they have in place.

Lastly, Richette Bell reported on the readmit set up in banner, if the student has not been enrolled in two terms, they will need to apply. Richette Bell mentioned that this is in relation to Title 5 regulation, regulation regarding residency requirements. Richette Bell will be working on Shane as well, for priority registration. Richette Bell is working with Rogelio to make sure this takes place for Fall registration in May 2021. Richette Bell mentioned that students are submitting spring applications successfully online.

B. Academic Affairs – Sheri Berger/Keith Curry

Sheri Berger reported the Banner issues. Sheri Berger is working on the Fall schedule and the fall schedule production might be pushed back if we do not get the purging resolved. Sheri Berger mentioned we are behind schedule and might be pushing things into Fall semester. Sheri Berger reported on the new catalog, as we move forward the catalog will have a better flow and working on a timeline on what sections in the catalog need to be revised.

C. Student Services – Dr. Cesar Jimenez

The last meeting, Dr. Alvarado reported during the transition meeting, we are ready to go live with the Spanish orientation. The Spanish orientation went live on Friday, January 8th. On the 8th, there has been 7 students who have accessed the Spanish orientation. Dr. Alvarado mentioned they are following up on the 6 students who did not complete the orientation to make sure they accessed the correct orientation. Dr. Alvarado sent an email to Ben Morty, to remind him on the integration from Banner to Knievel. Dr. Alvarado mentioned that last time she spoke to Ben, it was to touch base at the end of January.

Dr. Jimenez reported on CRM. Dr. Jimenez reported that he emailed the SAS manager to fix the sync data issue with recruit. Dr. Jimenez mentioned he emailed the Summer Success manager Jill. Dr. Jimenez reported that we have 752 total alerts and the majority alerts, have been student engaged coming at 444 alerts. Dr. Jimenez reported that last winter, it was lower than the current numbers. Dr. Jimenez reported that we had 171 alerts on poor test performances. Dr. Jimenez reported that we have student risk factors, this is good opportunity to help with case management, right now we can use analytics however the factors we set up, he is working on this with Lauren Sosenko. Dr. Jimenez mentioned that is a student did not complete English at year 1, or on probation, the student can be on a student risk factor (high, medium, low) and tailor a proactive case management around this. Dr. Jimenez can identify the male by African America, Latinx, or Pacific Islander, which will help us with our Tartar Success Team. Moving on, Dr.

Jimenez reported on degree works, he provided the scripts regarding the Argos report data. Andrei provided an update to Dr. Jimenez and he is currently working on this with Jihoon. Another transition item that Dr. Jimenez mentioned that El Camino came to campus, they picked up documents that belonged to them.

D. Business Services – Keith Curry

E. Communications – Heather Parnock

Heather Parnock reported that Sheri Berger mentioned the timeline for the catalog, our goal is to have this posted online by end of July. Heather Parnock is hopefully we will stick to this deadline. The summer and fall schedule, we have the timelines and registration begins on April 27. Heather Parnock reported that we want to issue district wide postcard to be mailed to students. All the Guided Pathways division page and all old academic division pages have been thrown away, but Heather Parnock reported that there has been no progress on the new program for webpages. Heather Parnock can work with Sheri and the division chairs to work on the new webpages. Heather Parnock suggested that we wait for the new catalog in case we have changes in content.

F. Financial Aid – Keith Cobb

Keith Cobb reported an update on a third-party service or called TV Climate which we used to important financial aid files and export. Keith Cobb reported on three patches loaded into production which he has been waiting for two of them, since December 2020. Keith Cobb reported that the patches have been uploaded and he can move forward with “the new year role” to make sure that all the forms for 2020 and 2021 are working correctly. Keith Cobb mentioned he will start downloading files and notifying students of their financial aid availability. Keith Cobb mentioned that they cleaned the reporting, thanks to Barbara Perez. Financial Aid has increased their efforts in recruiting and giving awareness to our Veteran Resource Center. Keith Cobb is hopeful he can create a collaboration with the Veterans with other organizations that we may have. Keith Cobb reported that they are currently hosting “cash for college” to increase financial aid opportunities to students, and these will be hosted every week. In the high schools, we are offering “cash for college” to increase our applications. Keith Cobb is working on with Lauren Sosenko to complete the first round of the CARES act report.

G. Information Technology – Andrei Yermakov

Andrei Yermakov reported on working with the HR Department on configuring Banner document management system. The second item, Andrei reported that banner is preparing for a major infrastructure upgrade which requires testing, by spring break we will receive the infrastructure and production in one.

H. Police Services – Chief Ramund Box

Chief Ramund Box reported that the 3 applicants that started background, should be complete and results available by next week Thursday. The results will go to vice president of human resources to examine the background package results. After the background, it is the psychological polygraph and physical background. Chief Ramund Box reported on two projects, one is the mobile data computers. COVID-19 has slowed down the mobile data computers projects.

H. Nursing – Dr. Abiodun Osanyinpeju

Dr. Abiodun Osanyinpeju reported that we have a new Associated Dean of Nursing, Dr. Carol DeLilly. Dr. Abiodun Osanyinpeju reported that we are still trying to hire to more nursing

faculty, and the announcement went out on January 22. Dr. Abiodun Osanyinpeju reported that we continue to work with students to get them cleared, our students have been cleared for facilities to attend classes on campus. He has been in touch with St. John's to schedule students to receive a COVID-19 test to be able to come back on campus.

Dr. Abiodun Osanyinpeju reported that the students were able to move on to the next course, we have 26 new students joining us in the program for Spring 2021 semester. Dr. Abiodun Osanyinpeju reported we have 30 genetic students and 6. We have 6 upward mobility students for Spring 2021.

Dr. Carol DeLilly asked Dr. Curry if we may have the nursing students get vaccinated as we have finished with staff and faculty. Dr. Curry stated that he will need 24 hours to see what we can do about the nursing students. Dr. Curry might be able to increase the number of intakes next week from St. John's. Dr. Curry will speak to St. John's about 140, to help nursing students get a spot to get vaccinated on campus.

3. Compton College Articulation Update

No update

4. Other items

5. Next steps

No discussion

**Next scheduled meeting:
Tuesday, March, 2 2021 at 2:30 p.m. via Zoom**