



## TRANSITION PLANNING TEAM MEETING NOTES

**Facilitator:** Keith Curry, President/CEO  
**Date:** March 3, 2020

**Recorder:** Paula VanBrown  
**Location:** Board Room

### 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.

### **Present:**

Nelly Alvarado  
Richette Bell  
Rebekah Blonshine  
Keith Cobb  
Keith Curry

Paul Flor  
Cesar Jimenez  
Elizabeth Martinez  
Heather Parnock  
Barbara Perez

Rachelle Sasser  
Nelson Shirota  
Lauren Sosenko

### **1. Review minutes of February 4, 2020 meeting**

### **2. Follow-Up Items from February 4, 2020 meeting**

- A. National Student Clearinghouse: Admissions and Records waiting on approval from the National Clearinghouse on the latest data submissions.
- B. Banner Assistance: Keith Cobb reported that Banner staff are very available and helpful for Financial Aid issues. Dr. Keith Curry reported the Banner contract for assistance is for six months and will need to be placed on the April 21, 2020 board agenda. Elizabeth Martinez reported she has talked to Banner regarding One Card and Touch Net.
- C. ECC Data Sharing Agreement: Dr. Curry will follow with Lauren Sosenko and El Camino College on the Data Sharing Agreement to provide Lauren Sosenko with access to the El Camino College – College data.

### **3. Compton CCD 2016-2021 Partnership Plan – Dr. Curry reviewed the updated Compton CCD 2016-2021 Partnership Plan.**

### **4. Areas of Focus**

- A. Admissions and Records: Heather Parnock reported on her edits to the diploma seals. Removed “community” from Compton Community College. Removed Latin words from bottom of seal. Showed samples, Dr. Curry selected #2. Richette Bell reported that Board Policies are needed regarding Probation Dismissals. eg. A student taking classes for 3 semesters with only a 1.5 GPA; P1/P2 status should be dismissed; what is the policy? Richette Bell has not been able to drop this student and is working to find a solution. Dr. Curry suggested that Richette Bell check BoardDocs. Heather Parnock said it is Administrative Regulation 4250. Dr. Curry asked

Elizabeth Martinez to have Brittney Starling to post this Administrative Regulation. Dr. Curry also asked Richette Bell to have Banner to functionally implement Administrative Regulation 4250. Richette Bell also stated that Banner needs to implement the roll-over process, and also opt-out. Richette Bell reported she has received diploma mailers; access to El Camino College Colleague system has been extended to April 2020. Can't evaluate without Degree Works; Compton College does not have this capability now. Degree Works helps with evaluations and the students' ability to see what they need. Still needs help with this.

Ms. Bell reported on Banner Document Management – Needs to know document types, who needs what, and needs to be able to scan documents. She is waiting for help from Andrei Yermakov.

Argos reports Lauren Sosenko asked who has a list of what needs to be articulated?

Richette Bell reported:

E-Vision – Andrei Yermakov has been handling this. Output didn't look good for online transcripts.

Diploma covers – does not have funds. Dr. Curry asked for a quote and will find money in the budget and ID budget # for this item.

B. Academic Affairs: Retirement Party for Barbara Perez is scheduled for March 20, 202 at 12:30 p.m. Barbara Perez reported the summer schedule will be finalized, on schedule, in a couple of weeks. Dr. Curry asked Nelson Shiota to provide a list of sections by Guided Pathways division numbers.

C. Student Services: Elizabeth Martinez reported she is working on communications with students, and also working on how to utilize Guided Pathways with counselors, and advisors. Online platform is being handled by Dr. Jimenez. Dr. Nelly Alvarado has created 13 video for the online orientation. Has completed 12 students videos. Video scripts have been developed. Anticipate the online orientation will be completed sometime this semester.

Barbara Perez stated that part of the agreement with Comevo is that they pay half and Compton pays half. She doesn't know the Comevo contact person who is working with Banner. Elizabeth Martinez will follow-up with Banner on this item.

Lauren Sosenko asked is we can do a download from Degree Works; is it possible to get students' information? Barbara Perez stated it is Banner to Degree Works, not Degree Works to Banner.

There will be some CRM Advise training on Saturday for some faculty. Dr. Cesar Jimenez to use grant from College Futures Foundation.

D. Business Services: No Report

E. Communications: Follow-up from December meeting regarding the policy statement on distribution of diplomas. Dr. Curry said this is posted online. Heather Parnock mentioned Banner and mobile access, and is asking where does mobile app get their information?

Barbara Perez said from students' feedback, and this is not really an app. She suggested that once the student is registered, can this information go directly to their calendar.

Dr. Curry instructed Heather Parnock to send an email to Glen Johnson from Banner and ask

for help to support mobile app.

- F. Financial Aid: Keith Cobb reported that he is working with a representative from CLA Business Department on detail codes; account string, and cleaning-up codes. Scholarship applications submission closed last Friday. Has received about 50 complete applications. Some students completed the applications but did not upload recommendation letters. The Financial Aid Office has sent letters to these students reminding them to do so and extended the time. Keith Cobb reported the Veterans' area now has four computers and will be given more as the program grows.
- G. Information Technology: No Report
- H. Police Services: Chief Box reported he is currently working with Human Resources to hire more police officers. Rachelle Sasser reported that Human Resources has four applicants undergoing background checks. Chief Box stated he is reviewing rules and requirements. Has completed Emergency Operations Plan. Dr. Curry said the Board of Trustees need to see this plan completed, and he needs to see final draft from the consultants. Chief Box will provide draft from consultants to Dr. Keith Curry by Thursday. Chief Box needs money for management training and for COVID -19 training
- I. Nursing: Dr. Curry reported the results of the self-study have been received; new Nursing positions are posted; we now have a new Assistant Director of Nursing. Compton had a meeting with the BRN today and the next meeting is scheduled for Tuesday, April 7, 2020 at 10:00 a.m.

**Next scheduled meeting:  
Tuesday, April 7, 2020 at 2:30 p.m., Zoom Meeting**