



TRANSITION PLANNING TEAM MEETING NOTES

Facilitator: Keith Curry, President/CEO
Date: October 6, 2020

Recorder: Paula VanBrown
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	Paul Flor	Lauren Sosenko
Richette Bell	Cesar Jimenez	Shirley Thomas
Rebekah Blonshine	Elizabeth Martinez	Andrei Yermakov
Ramund Box	Melain McIntosh	Nelson Shiota
Keith Cobb	Heather Parnock	
Keith Curry	Barbara Perez	

1. Review minutes from September 1, 2020 meeting – Approved

A. Update Pass/No Pass Options for the 2020-2021 year

Dr. Keith Curry asked Dr. Jimenez if he followed-up with USC/UC. What impact would Pass/No Pass have on our students for fall if we were to do that. Barbara Perez stated that basically the Chancellor's Office has already put out that students have the right to it. She believes that UC and CSU have not extended it to students. Students have to really understand the potential impact that if they choose to do this, that that course might not be accepted at CSU. The UC/CSU Chancellors have not submitted an additional executive order, that she knows of, because, if they had Eloy Oakley would have sent it out. And they don't mention in their resolution relative to pass/no pass this year. Dr. Curry said the whole idea was to follow-up with CSU; that was one of the questions from last week.

Melain McIntosh commented that she thinks the question may be what they're doing. The CSUs and UCs have gone back to their usual business practices. For example, at UC they limited pass/no pass to 14 units. They said that as of summer for CSU and spring for the UC, it is business as usual. They are no longer doing the COVID-19 MOU. Barbara Perez said that it is going to be critical for a student who is selecting pass/no pass to understand the potential ramifications of that.

Dr. Curry asked when is the deadline for students to elect pass/no pass. Barbara Perez responded that Sheri Berger sent her an email that the (community colleges) Chancellor's Office has extended it and has also waived the deadline date of the 25%. Technically, the student had 25% of the course to make a decision; he took that away. They didn't really give a finite date. They

may have been thinking of the same thing that was used last year which was as of the final drop. The problem with that was that the first eight weeks' drop date is different from the second eight weeks' drop date than the full term and all of them. Barbara Perez said she went into Banner to see if you could turn it off for some classes, but not other classes. She said she could not see where that could happen. Richette Bell asked if you might have to take it off of each class. Barbara Perez responded that she doesn't know, so that may be a question for Shane Livingston. She said it was done in SolarTerms so the students have the ability to go in and make the change. What we really need to do is search out the email she sent to all students last spring. Then revise it to reflect the changes in CSU and UC, and the fact that they should see a counselor before they make that final determination.

Barbara Perez asked Melain McIntosh if a student goes pass/no pass and they exceed the units, does that mean UC and CSU won't accept the course? Melain McIntosh responded that they will accept the course. For major requirements, students need to find out from each university; we typically do not recommend for major prep. If it's a G.E. its fine; it's just that at UC they cap you at 14; at USC they don't have a cap. The Chancellor's Office, for example, say that for the golden four – English 101, English 103, math, and speech – some of the colleges, like Long Beach, say they don't accept pass/no pass. That's actually not accurate, because there's nothing in their policy that prevents students from doing pass/no pass for the golden four. So even though the individual universities may be saying that, that's actually not their admissions rep, and in the past, that's never been an issue. Barbara Perez asked what happens if the student takes 14 units. Melain McIntosh responded they only take 14-they will just have those extra units. They won't qualify because they won't go towards their degree units; their 64 for transferability. Barbara Perez commented so, in theory, they don't accept them. Melain McIntosh responded, that is correct.

Richette Bell asked that looking in SolarTerm, where would that happen? Barbara Perez responded that it would be in the change grade mode. Richette Bell asked if they would have to make the determination if she were to change that. Barbara Perez responded that if you uncheck that the only way a student could do it would be to fill out a form and turn it into Admissions and Records and they would make the change. But so long as it's active, the students can go in and actually do it themselves. Almost all the students, when they registered for the courses, some did not, but most of them were asked if they wanted a letter grade or pass/no pass.

Dr. Curry mentioned to Richette Bell that the last time they talked she was going to set this up for fall. Richette Bell commented it was already set up for fall because we've had registration. Her concern was what do we want to do going forward, because we're about to go into winter/spring and whether or not we're going to continue as the Chancellor's Office Executive Order says, and if we do, we need to make sure we educate our students about these decisions and the implications. Because we only sent out that email one time and then we didn't do anything else after that. Dr. Curry said that the email needs to be updated and sent to Dr. Cesar Jimenez so the counselors will know what's going on. Once it is updated, send it out to the students.

Barbara Perez reported that there a handful of fall courses that probably do not have the pass/no

pass option. Because in spring, because it was needed right away, everybody went into the courses being offered in spring. About 80-95% of the courses that were offered in spring are being offered in fall, so they have it. But there are a handful of courses, especially some of the high-level math, and just a few of them probably do not have the pass/no pass option. Richette Bell asked Barbara Perez if she has taken it off the Nursing courses. Barbara Perez responded that she couldn't do it with the Nursing classes, but she will check on it.

Dr. Curry asked Richette Bell if she needs a decision now for the remainder of the year. Dr. Curry said he thinks that for the remainder of the year, they should just focus on fall. Richette Bell said for right now, it is already in place. Her concern is that next month we start registration for winter, and if we continue with the executive order the way it is, and allow these students this option, we could be setting them up for some challenges when they get ready to transfer. Richette Bell stated that we need to do a better job in educating these students. Even though they have these options available to them, what it could mean. She said that Dr. Jimenez was asked to follow-up and find out what could be done to start working with these students and educating them about these implications. Dr. Curry stated that he needs Dr. Cesar Jimenez and Richette Bell to work on that email and add the information about UC and USC and the need to see a counselor.

Barbara Perez asked if the Academic Senate approved sending the email. Dr. Curry responded that it is a Board Policy that says during a pandemic we have to. Barbara Perez stated that all the Senates had to approve it, and she thinks that it was only approved it through summer.

Dr. Curry said he updated the policy but doesn't remember what the Academic Senate did last semester.

2. Areas of Focus

A. Admissions and Records – Richette Bell

Viatron records have now been imported into Banner, that's the old Compton Community College records. They still have transcripts in the old Datatel production, but the ones in Viatron are now in Banner, and searchable for the staff.

Richette Bell said she put in a ticket with Ellucian regarding online graduation applications, because it wasn't ready to use. A big part of that had to do with the fact that when some of those updates were done all the links within Banner student self-service should have been going to Banner 9, but they were not. They have now figured out what the issue was and she is working with Shane Livingston to change all of the links. Now self-service should be going to the Banner 9 link. Richette Bell said she continues working with Shane Livingston to make sure all of the links within Banner self-service are going to the Banner 9 pages.

Richette Bell said the last piece of the contract with National Student Clearinghouse is the student self-service piece, where students can go online 24/7 to get access to their enrollment verification information. They have a newer, more up-dated system now, and she gave Dr. Curry the new contract to sign, so they can work with them in implementing that new student self-service and that will be the last piece of the implementation with National Student Clearinghouse. Richette Bell said that would mean that at any point students can go online and get a certificate to show proof of enrollment. She said they have successfully been submitting their enrollment verifications and graduate information for the last five months.

Richette Bell reported that she is going to be working with Shane Livingston on how to get the Dean's List information, so they can start communicating with students who made the Dean's List. She will be following-up with Shane Livingston and Sheri Berger and is hoping to get a report so they can start sending information to students who are doing well academically. Dr. Curry asked if there is a policy on the Dean's List. Barbara Perez responded that it is based on El Camino's, which is 3.5 and 12 units in a semester, and that it is in the catalog. Richette Bell stated she will try to find this out when she meets with Shane Livingston – what is the set-up, where is it found, and what is the criteria – as this was already set-up for us. Richette Bell and Barbara Perez could not find it in Banner, but knows it is there because some students have already been identified for the Dean's List. They are just trying to get some clarity. Barbara Perez said it was listed in the old catalog, but she did not find it in the last semester's catalog. Dr. Curry asked Heather if there is any information in our catalog about the Dean's List. Dr. Curry instructed Heather Parnock to find El Camino's catalog and look up Dean's List and their whole process and he will put out a policy statement on that.

Heather Parnock reported that in terms of honors, in the catalog, there was a discrepancy between the honors program versus honors transfer program and honors students; there was no distinction. Barbara Perez responded that the Honors Program and the Honors Transfer Program should be the same. She said she doesn't know what they have done with it, but technically, that's what the program was.

Richette Bell reported that since they started using the MicroSoft forms, they have had 103 students that have submitted petitions and the majority of them are for A.A. degrees. The larger numbers are in biological, physical sciences, and social behavior. Nursing and physical sciences are the more significant areas that people are submitting their petitions in. For certificates, we don't have many of those. Most plan to participate in graduation next year. The deadline has been extended to October 30th, because of the challenges they have had.

Lauren Sosenko asked Richette Bell what program are applications being collected in. Richette Bell responded, that it's a MicroSoft form.

B. Academic Affairs – No report

C. Student Services – Elizabeth Martinez

Dr. Nelly Alvarado reported that she has scheduled a meeting for next week to review the Spanish translation of the new student orientation.

Dr. Alvarado and Andrei Yermakov met with the Ellucian partner that is helping with Comevo, and they presented two options for the orientation integration with their platform. Option one is to do some of the integration and have it ready around March, and the cost is approximately anywhere from \$15,000 - \$30,000. Option two is to do the integration with the Ellucian team in April or May, and this would be free to us since we would be working with their partners or their staff on integration. Dr. Alvarado said that she and Andrei Yermakov are okay working with Ellucian's team so there is no cost to the campus. They will continue to do the entry into Banner themselves until that is complete. This will also give them the opportunity to complete the dual enrollment orientation, so that's it is uploaded in Comevo and if they move into integrating in March, then the English, Spanish and Dual Enrollment orientations will be on the Comevo platform, all for them to integrate.

Dr. Curry asked why is Comevo taking so long. Dr. Alvarado responded that it isn't Comevo. Comevo shared their API with Ellucian. Comevo doesn't do the integration, it would be on the Ellucian part. We can't do it ourselves because we don't have someone who can write code. Andrei Yermakov added that not only do we not have someone to write code, but the code they write would have to be written by Ellucian, since we do not have access to the Ellucian platform the way Ellucian does; that's proprietary. Comevo has an API, Ellucian doesn't have it, so Ellucian needs to write their part to make the two platforms communicate.

D. Business Services

Stephen Kibui reported that his team met with Banner regarding student fees and the cost for updating the codes, and said they are comfortable for now. There are still a few issues with Banner, but his confidence level is about 90% with Banner, and we are now able to produce the Argos reports. Those issues we had with reconciliation will be eliminated, if not 100% it will be very minimal. If they are able to give us this Argos report, it would be good, but we understand that it takes time.

Dr. Curry asked who is developing the Argos report. Stephen Kibui said it's them for the financials, because we don't have the financial system, so they have to generate those reports. Right now they are relying on the data from the table when the journal entries are done. When those reports are produced, it will be something conclusive. It will be better when they are done, but for now we are able to move on. There is no financial loss to the District. We were able to produce reports, but not the way we would like it. They are still at 5% or less and we keep asking questions, but Stephen Kibui said they are progressing well and are able to issue the refunds. Banner will still have issues no matter what, but we still issue tickets and they provide updates. It's not a perfect system, but we are dealing with it.

E. Communications

Heather Parnock reported the Communications Guide was completed last week and is available online. The website redesign project has been approved by Dr. Curry with an \$80,000 budget. The first step in that is to reconvene the website taskforce, develop the RFP, and to work with the Business Office to go out to bid. Dr. Curry stated that he is going to use recovery dollars for the \$80,000 and not use Guided Pathways. He said he will send an email to Stephen Kibui and everyone to let them know. Heather Parnock said she has to provide three hours of training on Friday and will get back to the website redesign next week.

F. Financial Aid

Keith Cobb reported that Financial Aid has disbursed \$974,900.00 to 1,077 students in Pell Grants. Financial Aid disbursed \$445,900 to 637 students from the CARES ACT grant, and they are going to disburse more CARE ACT grant money in a couple weeks.

Keith Cobb further reported that Financial Aid is working on reconciling the 2019-2020 Federal program with the Feds and our Business department. They are also working on putting together a plan to reconcile all financial aid programs with the Feds and Business department on all monthly cycle moving forward. Keith Cobb stated that he is working with Barbara Perez on completing the MIS report and is also working on completing Financial Aid's annual FISAP Report.

G. Information Technology – Andrei Yermakov

No report

H. Police Services

Chief Ramund Box reported they have 11 applicants scheduled for the P.A.T. on November 17th, and two of them are female. They have one applicant who is almost done with the background process so he will be moving forward with the psych and polygraph. The Dispatcher has completed her two-week certification, she is back, and received an A in the class. Sergeant Thompson has returned from supervisor school – same thing there. The new officer has passed phase one with flying colors, so he is in phase 2 of his training.

Chief Box reported that today they have an audit going, with someone here from the Bureau of Peace Officer Training Standards to check their files to make sure they are in compliance, because they get training reimbursement from the State of California.

Chief Box also reported they are going into phase 2 of their communications project, which means they will be working on the computer-aided dispatching system that is inside of their patrol cars. They have also selected a vendor for their body cams and are moving forward with that project.

Chief Box stated that this is Breast Cancer Awareness Month and all officers will be wearing pink patches for the month of October.

H. Nursing

Dr. Abiodun Osanyinpeju reported the Nursing Program is getting ready for the site visit from the BRN (Board of Registered Nursing). The self-study report that is to be prepared before the visit is about ready to go to the editor. The Interim Associate Dean of Nursing has been working very closely with their NEC, and they have put it together. They have just a few additions before sending it to the editor. They are also looking to make a few changes to their website to bring everything up-to-date, and after that, they will be ready for the visit.

Dr. Osanyinpeju also reported they have opened the application for the spring semester, it ended on October 1st, and lasted about three weeks. They received about 19 applications that they will be processing.

Dr. Osanyinpeju stated they are also planning professional development sessions for the Nursing faculty. They are looking forward to talking about communications, team building, and civility. These are tentatively scheduled for October 19th and November 2nd. He said they are hoping to bring in someone from outside and they are also working closely with Pilar Huffman to arrange an additional session for the faculty members.

Dr. Osanyinpeju announced the Nursing Department has two openings for faculty. The announcement is out and closes by October 19th and they are hoping to get two additions to their team. The Nursing Department is also waiting for the committee for the Interim Associate Dean to be reconstituted and are hoping for this position to be filled by January 1, 2021.

3. Compton College Articulation Update

Melain McIntosh reported that she is providing an update on Articulation in the Chat. She said

the good thing is that right now, they have completed the Articulation copy from El Camino, and that means universities can now build our articulation agreements based either on courses, subjects, departments, or specifically for the major. What is new in the Articulation world is that CSU are creating a new Area "F" for studies, that is effective fall of 2021. They basically reduced Area "D" from 9 to 6 units and they are requiring that courses for that area be specific with the prefixes, either general ethnic studies or the prefixes must be Native American, African American, Latino/Latina, or Asian American. Typically, when Articulation requests are done it is by content. There are currently some history courses like African American History, and so forth, that would actually not meet the requirements. Currently we have three that may be a possibility. Those are Ethnic Studies 101, 103, and 105, and they need to be updated in curriculum so we can submit by February 5th to get that approved for Area "F". Barbara Perez asked what is meant by saying they need to be updated. Melain McIntosh responded that right now the textbooks are old. So, since that they got brought over, they haven't gone through Curriculum yet.

Melain McIntosh also said that they have been telling the CSU this is not a fast enough timeline, especially if new courses have to be created. Some of the community college advisories are meeting with the CSU's Chancellor's Office and we are waiting on their feedback. Melain McIntosh said she does not think they are going to move their deadline. For them, based on the new law, which is effective fall 2021 for them. She said she asked, in a private email to CSU, what about students who have that area complete when they come in and what about catalog rights? And their political response was that they will be supportive. They did not say yes or no, like they wouldn't take a student for that. Right now, we're looking at February 5th, and we are going with that deadline.

Melain McIntosh reported that additionally, the UCOP/CSU are not extending the COVID-19 MOU even though the Articulation officers and other counselors are saying – we're still in this pandemic – they basically said it's business, as usual.

It was further reported by Melain McIntosh that with transfer pathways for chemistry and physics, they actually have what is similar to the transfer degrees for chemistry and physics. On that pathway and on those programs at the Chancellor's Office, it specifically says that students need a 3.5 GPA. However, the UCOP reported that students don't need a 3.5 GPA, they just need to meet the tag GPA requirements. But that is contrary to what the template says.

Melain McIntosh reported on ASSIST (ASSIST is the official repository of Articulation for California's public colleges and universities providing the most accurate and up-to-date information about student transfers within California). Both Compton College and Compton Community are listed on the ASSIST website. Currently Cal State L.A. and Dominguez have published agreements. Melain McIntosh gave a detailed demonstration on accessing and understanding information on the ASSIST website. With the recent addition of Compton College Agreements, that being completed from El Camino, is that they are having some technical issues. When ASSIST sent out the email about three weeks ago telling universities they could start building agreements, they went ahead and started doing that. Predominately, the CSUs are doing automatic copies. However, some of the UCs are not doing the automatic copies.

Melain McIntosh reported a new issue is when 1920 or 1921 or later, is selected and there is no articulation agreement, or there is no major information, the system is reverting back to

2005/2006, the message. When Northridge got the message from ASSIST, they immediately published 2021, which is the current year. So, there is no message there because there's an agreement. They have the major agreements, along with the department, subject and the prefixes agreements. Melain McIntosh reported that she asked Northridge if they could go ahead and do 1920, but because it is very difficult to do that on the back end, they decided not to go back and publish 1920.

Lauren Sosenko asked what happens to a student who took our courses in 1920 and then goes to Cal State Northridge; what do they have to do because the agreement was not approved? Melain McIntosh said she would reach out to admissions and would provide the student with course outlines and so-forth. Students don't always come back to us, but so far Northridge is the only one that has not published 1920. Lauren asked what happens to that student if their courses don't count. Melain McIntosh said the student could always petition.

Melain McIntosh further reported that CSU Northridge has added Compton College to their local service area which means our students only need a 2.0 GPA to get in. We are not part of Cal State Los Angeles' local service area. Cal State Dominguez Hills has an automatic articulation with our new Psychology 107. Starting next fall Cal State L.A. is temporarily suspending their Criminal Justice Program. One of the challenges now at private colleges is budget constraints, so articulation is going to be delayed.

Lauren Sosenko asked what does it take to advocate to Cal State L.A. to become part of their local service area. Melain McIntosh replied that she doesn't know. She said she has sent them an email, but she can push the issue again. The more of our students who transfer to an institution, the better our chance of becoming part of their local service area. But, for Cal State Long Beach, we would never become part of their local service area because they use high schools to determine their local service area. Cal State L.A. is a little more flexible because they base it on the number of transfers.

Nelson Shirota asked if we are a local college to all the same colleges as El Camino; maybe that is where we could make our case. If they take El Camino as local, they should take Compton too. Melain McIntosh said she will see, but she thinks we are treated as a separate institution. Dr. Curry asked who is a part of their local service area for CSULA? Melain McIntosh said she is putting a link for the local area for CSU in the Chat. This is the website that tells about getting into their local preferences for transfers. It's predominately Los Angeles Community Colleges, Glendale PCC, and Rio Hondo.

Richette Bell asked in regards to class enrollment, we used to have, when we were El Camino; an agreement or partnership with Dominguez. Is that something we need to establish again? Dr. Curry responded that he had a conversation with Dominguez Hills about dual enrollment. He is supposed to put together an email to Dr. Brandon at Dominguez Hills, and about putting together a committee from Compton and Dominguez to work on this initiative. Dr. Curry stated his focus with them, in his conversation, is that it should be based on a Guided Pathway. He said he needs to send a follow-up email. Dr. Curry asked Dr. Cesar Jimenez to take the lead on this with the Guided Pathways counselor in Social Sciences and also Melain McIntosh to meet with them to figure out what this takes, because the big issue is the cost.

4. Other items

Barbara Perez reported the Financial Aid MIS report is the last report they have to submit that they have never submitted before. The issue right now is it appears that between the fall semester and the spring semester, somehow the student included their social security number, so when the file is being read, for one term it's being accepted; for the second term it is indicating that information doesn't exist. So, they are trying to figure out how to fix that. Keith Cobb is reaching out to his contacts to see how we can solve this. Once that is done, all reports will be complete and they will have gone through the entire cycle for MIS.

5. Next steps

No discussion

**Next scheduled meeting:
Tuesday, November 3, 2020 at 2:30 p.m. via Zoom**