



TRANSITION PLANNING TEAM MEETING NOTES

Facilitator: Keith Curry, President/CEO
Date: September 3, 2019

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:

Stephanie Atkinson-Alston
Nelly Alvarado
Rebekah Blonshine
Keith Cobb
Keith Curry
Steve Haigler

Reuben James
Cesar Jimenez
Melain McIntosh
Maya Medina
Elizabeth Martinez
Abiodun Osanyinpeju

Heather Parnock
Barbara Perez
Rachelle Sasser
Nelson Shiota
Lauren Sosenko
Andrei Yermakov

1. Review minutes from August 13, 2019 meeting - Approved

2. Compton CCD 2016-2021 Partnership Transition Plan

The Transition Planning Team reviewed and discussed the updated CCCD/ECCCD 2016-2021 Partnership Transition Plan provided by Dr. Curry.

3. Areas of Focus

A. Admissions & Records:

Elizabeth Martinez reported that transcript paper has been ordered

Barbara Perez reported she is working with Banner and Richette Bell on form feeding and extracting information to use with Banner.

Andrei Yermakov mentioned form fusing; no one has been trained on how to use it. Asked if Banner can fix this, or if we have to pay. Dr. Curry said to just pay for it. Get a quote, use Fund 19, because we can't wait any longer. Use El Camino's policy on transcript availability.

Barbara Perez stated there has not been a determination on how the transcripts should be formatted. There are hundreds of formats from other colleges, and we just need to select one. She will work with Antonio on this issue. Barbara Perez also stated the online and printed copies are different, and she will work on this concern. Dr. Curry said to order envelopes for the transcripts. Dr. Curry said to add Keith Cobb, Paul Flor, and Melain McIntosh to this committee.

Barbara Perez reported that Felicia Hattan was able to award some degrees through the summer. There are still a few issues with CCCApply; need to get process for grade changes.

B. Academic Affairs:

Dr. Atkinson-Alston introduced the new Articulation Officer, Melain McIntosh. She also stated the Psychology transfer degree is a priority for articulation. Dr. Atkinson-Alston said she has talked

with Raul Arambulare regarding training, which will be done by webinar. She also said she will follow-up with Dr. Peju regarding the nursing transition before September 15, 2019. Dr. Curry stated that he needs to review the timeline and must share this information with the Board of Trustees.

C. Student Services:

Elizabeth Martinez reported that Maxient is running, but not yet connected to Banner. She also added student complaints/incidents to Maxient instead of using paper forms. They have been able to produce student IDs and are currently working on scholarship management. First round of MIS reporting is moving forward. She also reported that the Campus Police Office has been moved.

D. Business Services:

Steve Haigler reported he is still working to connect G5 for Financial Aid.

E. Communications:

Heather Parnock reported she is still working on web pages and also working with the Associated Student Body on communications. Dr. Atkinson-Alston reported that she expected to publish catalog for veterans after feedback from Chancellor's Office on December 31, 2019.

Dr. Curry stated there is a problem with nursing, so publish one in October, then again after feedback from the Chancellor's Office.

Barbara Perez stated that the Health Assessment 145 has several typos (errors).

Cesar Jimenez stated that edits for the welding course are needed.

Heather Parnock is working on the Financial Aid portal.

Elizabeth Martinez asked when are edits to be submitted for catalog. Heather responded as soon as you find them.

Dr. Atkinson-Alston will review at the end of each semester (addendum).

Maya Medina said just send an email or screen shot with correction for addendum.

Dr. Curry stated that a process is needed. Dr. Atkinson-Alston is to email documentation process and asked how Maya Median wants this formatted. He also stated that the calendar for 2020-2021 is needed. He said this committee will review because people are not attending committee meetings consistently, Deans/Directors meetings, manager and division chairs need to review.

F. Financial Aid:

Keith Cobb – Has certified seven students this fall. Will move Financial Aid in about a month.

New applications to be submitted by October 1, 2019, for next year. Has created file; will use EdConnect to send. File to be originated by COD and reviewed to see if students are eligible.

When Keith Cobb receives the information, he uses EdConnect to send the information to Banner.

Currently having an issue with COD. Once file is received, it should be only a 3-day turn-around for disbursement; plans to have an update tomorrow.

Steve Haigler mentioned there is an issue with students purchasing cosmetology kits.

G. Information Technology Services:

Andrei Yermakov reported the ITS Department is working on configuring the Automic application to be able to download the MIS reports and process the CCCApply file automatically. We continue working on the OneCard terminals and the scanners deployment for Banner Document Management

H. Police Services:

No report

I. Nursing:

Dr. Abiodun Osanyinpeju reported the Nursing Department has hired two more nursing instructors for a total of seven and are looking to hire one more. Students will start at clinical sites this week. Planning for first student information session next week.

Other Items:

- A. Compton College transition – Dr. Curry said he will send out transition plan for updating and will need feedback submitted by October 15, 2019.

**Next scheduled meeting:
Tuesday, November 5, 2019 at 2:30 p.m. in the District Boardroom**

