COMPTON COLLEGE
Institutional Self-Evaluation – September 2019
Actionable Items

Standard I: Mission, Academic Quality and Institutional Effectiveness and Integrity	Action Item	Responsible Parties	Status
Standard I.A. - Mission			
I.A.1	Ensure all meeting agenda and related documents include the college mission statement.	President/CEO,VP Academic Affairs, Institutional Standing Committees co-chairs	**Completed.** However, the college is in the process of revising the mission statement to be in alignment with California Community College Chancellor's Office Vision for Success. Mission Statement was approved at the May 2019 Board meeting; agenda and minute templates include the new statement (available online from the Campus Committees' webpage).
I.A.3	Outline how decisions are made to guide stakeholders in the governance and mission-centric practices of the institution. (IV.A.1, IV.B.3)	President/CEO, President of Compton College Academic Senate, members of Compton College	**In-Progress.** Compton College is currently working on the Collaborative Governance document. The development timeline for the Collaborative Governance document is available here. Our goal is to have the Collaborative Governance document completed by June 2019.

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		Consultative Council	

Standard I.B. - Assuring Academic Quality and Institutional Effectiveness

I.B.1	Establish an institutional-wide program review timeline and ensure that program reviews are reviews are completed in accordance with this timeline (R1: I.B.1, I.B.8, I.B.9, ER19)	VP's, Director of Research and Planning, Program Review Coordinator	**Completed.** The Institutional Effectiveness Committee to monitor and ensure completion of program reviews.
	Program review reports and shared governance committee meeting minutes are to be disseminated in a timely manner (R2: I.B.1, I.B.8, I.B.9, ER19)	President/CEO, VP's, Institutional Standing Committees co-chairs, Program Review Coordinator.	**Completed.** Program Reviews are currently posted on the Compton College website. President/CEO and Director of Community Relations to work on a schedule to ensure information is communicated to the campus community. The President/CEO Newsletter is distributed via email every month to District employees and is available online from the President/CEO webpage; it is also shared via the College's social media channels.
I.B.2	Implement Institutional Effectiveness Partnership Initiative - College Innovation and	President/CEO, VP's, SLO's Faculty Coordinator,	**In-Progress.** Efforts led by the Compton College Core Planning workgroup. Will continue to review the IEPI Plan that contains multiple components to

	Effectiveness Plan (IEPI) (III.D, IV.A)	Program Review Faculty Coordinator, Director of Research and Planning	complete this task. Subsets currently being developed and reviewed. Software purchased, and the College has asked for a modification to ensure effective planning as it relates to accreditation.
	Disaggregate learning outcome data for SLOs, PLOs, and SAOs (I.B.6)	Director of Research and Planning, SLO's Faculty Coordinator, Institutional Effectiveness Committee	**In-Progress.** Need to discuss with the Institutional Effectiveness Committee. The Director of Research and Planning will be the lead on this project.
	Disaggregate learning outcomes data between DE and traditional courses	Director of Research and Planning, SLO's Faculty Coordinator, Institutional Effectiveness Committee, Distance Education Faculty Coordinator	**In-Progress.** Need to discuss with the Institutional Effectiveness Committee. The Director of Research and Planning and the Distance Education Faculty Coordinator will be the lead on this project.
I.B.6	Disaggregate student achievement data and implement strategies to reduce achievement gaps that are identified	VP Academic Affairs, VP Student Services,	**In-Progress.** Student Equity Report covers these "gaps." Director of Student Equity to look at additional ways to meet this actionable item.

		Deans, Director of Research and Planning, Director of Enrollment Services, Director of Student Equity, President of Compton College Academic Senate	The Student Success Committee will work with the Director of Student Equity on this item.
I.C. Institutional Integrity			
I.C.1	Develop a schedule to regularly assess and update Compton College's website to present clear and accurate information (R3: I.C.1, II.A.10, ER 10, ER20)	VP Academic Affairs, Director, Community Relations	**In-Progress.** Through the Transition of Compton College from El Camino College, the college will be updating the Compton College website and moving the district.compton.edu, site to the Compton College website. I.C.1: District website has been incorporated into the Compton.edu website; training has been scheduled for departments and programs to update their webpages using OU Campus; ongoing improvements to the website content are being made.

I.C.5	Develop board policies and procedures for Compton College under the authority of CCCD (II.A.10)	President/CEO, President of Compton College Academic Senate	**In-Progress.** List of Board Policy and Administrative Regulations to be reviewed was developed for 2017, 2018, and 2019 years. Currently, Compton CCD reviews Board Policy and Administrative Regulations three-year cycle, which is consistent with Board Policy 2410- Board Policies, Administrative Regulations, and Procedure.
Standard II: Student Learning Programs and Services	**Action Item**	**Responsible Parties**	**Status**
II.A. Instructional Programs			
II.A.1	Develop a curriculum process at the Compton College	VP Academic Affairs, VP Compton College, Deans, President of Compton College Academic Senate	**Completed.** Compton College Curriculum was approved by the Academic Senate on September 6, 2018, effective fall 2019. Compton College Curriculum was approved by the CCCD Board of Trustees on September 11, 2018. Compton College Programs approved by the CCCD Board of Trustees on September 25, 2018. The Curriculum Committee Handbook and Procedures were approved by the Academic Senate on November 15, 2018.
II.A.3	Delineate Program Learning Outcomes among the general program, degrees, and certificates	VP Academic Affairs, Deans, SLO's	**No Update.**

	(R4)	Faculty Coordinator	
II.A.5.	Develop DE advisory committee at the Compton College	VP Academic Affairs, Dean of Student Learning Division # 2, President of Compton College Academic Senate, Distance Education Faculty Coordinator	**Completed.** Distance Education Advisory Committee was established spring 2017 and was fully operational in spring 2018. Compton College is currently working with IEPI to improve our Distance Education Program.
II.A.10	Develop a course articulation process at the Compton College	VP Academic Affairs, VP Student Services, President of Compton College Academic Senate	**Completed.** Hired Counselor/Articulation Officer fall 2019. Compton College is working with the UC's and CSU's system offices on articulation agreements for Compton College.
sII.A.14	Develop a method to improve the Compton College tracking of results for external certification exams for programs offered at Compton College	VP Academic Affairs, Deans	**In-Progress.** Nursing and Welding completed; updates from Career and Technical Education are pending. Hired 2 nursing faculty members for fall 2019. Appointed Acting Interim Associate Dean of Nursing October 1, 2019
II.A.15	Develop a Program Discontinuance Policy for CCCD	VP Academic Affairs,	**Completed.** Board Policy - 4020 Program, Curriculum, and Course Development and Administrative Regulation – 4021 Program

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		Deans, President of Compton College Academic Senate	Discontinuance.
II.B. Library and Learning Support Services			
II.B.1	Library and Student Success Center staff and the Career Technical Education faculty to work together to explore strategies to improve information sharing (e.g. tutoring, supplemental instruction). (R5: ER17)	VP Academic Affairs, Dean of Student Learning Division 2, Dean of Student Success, Librarians, Student Success Center staff	**In-Progress.** Compton College has established a Compton College Learning Centers workgroup to explore strategies to improve the writing and math center and provide recommendations for improvement.
II.C. Student Support Services			
II.C.8	Digitize student records currently stored as hard copies	VP Academic Affairs, VP Student Services, Chief Technology Officer	**In-Progress.** El Camino College is working with the Compton College Student Services departments to address the Compton College student records from 2006 through June 2019.
Standard III: Resources	**Action Item**	**Responsible Parties**	**Status**
III.A. Human Resources			
III.A.9	Staffing needs given priority and continuously assessed in preparation for College/District status (R7: III.A.10, ER8)	President/CEO, VP's, and Compton College	**Completed.** Compton CCD Board of Trustees approved the Compton College Human Resources Staffing Plan on July 18, 2017. However, the Human Resources Staffing Plan is in the process of

		President of Compton College Academic Senate	being revised to be in alignment with California Community College Chancellor's Office Vision for Success. The goal is for the updated Human Resources Staffing Plan to be reviewed and approved by the Compton CCD Board of Trustees at their May 20, 2019, board meeting. 10/4/19 - HR is currently working on the revised Human Resources Staffing Plan. Working with Diane White, a consultant with Ginsler, to revise the 2017 Plan. Estimated completion date: January 1, 2020.
III.A.14	Strengthen efforts to provide ongoing professional development for all employees, and increase the engagement of classified and adjunct employees (R6)	VP Human Resources, Professional Development Committee	**In-Progress.** The classified staff has been participating in the Professional Development Day activities. In spring 2018, Compton College implemented the first annual Classified Professional Development Day. The second annual Classified Professional Development Day is scheduled for Friday, May 17, 2019. At the April 16, 2019, Compton CCD Board of Trustees meeting, the Board of Trustees approved the Professional Development Manager job description; this position will oversee Professional Development Activities, beginning July 1, 2019.
III.B. Physical Resources			

III.B.4	Develop and implement a best-practices process so that its long-range capital plans reflect projections for the total cost of ownership for new facilities and equipment. (R8)	President/CEO, Vice President of Administrative Services, Chief Facilities Officer	**In-Progress.** Working on narrative.
III.C. Technology Resources			
III.C.1	Update Technology Plan	Chief Technology Officer, Technology Committee	**In-Progress.** Compton CCD Board of Trustees approved the Compton College Technology Plan on December 12, 2017. However, the Technology Plan is in the process of being revised to be in alignment with California Community College Chancellor's Office Vision for Success. The goal is for the updated Technology Plan to be reviewed and approved by the Compton CCD Board of Trustees at their May 20, 2019, board meeting.
III.D. Financial Resources			
III.D.2	Create and distribute more transparent documentation of how planning and budget is linked to resource allocations; clarify how priorities are decided; and improve communication of this information. (R9: III.D.3)	President/CEO, Director of Research and Planning, Planning and Budget Committee, Institutional Effectiveness Committee, Core	**In-Progress.** "Collaborative Governance" document will be developed in June 2019 and is currently in draft format. Compton College updated its 2018-2019 Planning and Budget Calendar and in May 2019. It was incorporated in Administrative Regulation (AR) 6200 that was board reviewed in July 2019.

Standard IV: Leadership and Governance	Action Item	Responsible Parties	Status
		Planning Workgroup	
IV.A. Decision-Making Roles and Processes			
IV.A.7	Complete another cycle of evaluations of institutional standing committees (IV.B.3)	President/CEO, Director of Research and Planning, President of Compton College Academic Senate, Compton College Consultative Council	**In-Progress.** For the past three years, Compton College has evaluated the governance structure and the institutional standing committees. The next evaluation will be conducted in May 2019 and results will be communicated to the campus community in September 2019.