

**Annual Planning at Compton College**  
**2024-2025 Annual Planning Cycle Final Report**



November 2024

During the 2023-2024 academic year, the College planned for the 2024-2025 academic and fiscal year, developing recommendations to meet college goals. In this process, annual plans started at the program and unit level, rolled up into an area-level and divisional plans, and finally into a comprehensive college plan for review and decision-making.

This report is a summary of the planning cycle process and outcomes. This report describes how lessons learned from the previous year were integrated to refine the planning process; the 2024-2025 planning cycle; faculty professional development proposals; evaluation findings from the 2023-2024 planning recommendations; and lessons learned from the 2024-2025 cycle.

**Closing the Loop on Lessons Learned from the 2023-2024 Planning Cycle**

During the 2023-2024 planning cycle, Compton College continued to implement recommendations for improvement identified during the 2022-2023 cycle. These included:

- Migrating the College’s annual planning process to the eLumen platform
- Developing course SLO and department SAO assessment processes in eLumen
- Initiating development of the Compton College 2035 Comprehensive Master Plan

**Implementation of the 2024-2025 Planning Cycle**

Compton College’s planning calendar is described in [Compton Community College District Administrative Regulation 6201 - Budget Calendar](#). The annual plans for academic program and non-academic units were completed in eLumen. The Office of Institutional Effectiveness supported faculty and managers with the transition to completing annual plans in eLumen by providing how-to guides and holding a number of virtual office hours in fall 2024 and winter 2025.

The table below presents the list of the 2024-2025 program/unit plans and their completion status:

<b>Program Plans</b>	<b>Status</b>	<b>Unit</b>
Air Conditioning & Refrigeration X✓		BIST
Auto Collision Repair/Painting		BIST
Automotive Technology		BIST
Business (including Administration, Management, Marketing, Accounting)		BIST

Computer Information Systems		BIST
Cosmetology		BIST
Engineering Technology (CAMS)		BIST
Machine Tool Technology		BIST
Welding		BIST
Art		FACH
Communication Studies		FACH
Dance & Theatre		FACH
English as a Second Language		FACH
English Lit/Rhetoric & Composition, & Academic Strategies		FACH
Foreign Languages (Spanish, Japanese, Sign Language)		FACH
General Studies		FACH
Library Science		FACH
Music (includes Choir and Commercial Music)		FACH
Social Media & Film/Video (includes Journalism)		FACH
Administration of Justice		HEPS
Fire & Emergency Technology		HEPS
Human Development		HEPS
Kinesiology/PE/General Studies (including Contemporary Health and First Aid)		HEPS
Nursing (including Medical Terminology)		HEPS
Child Development		SSCI
Ethnic Studies		SSCI
General Studies (includes Anthropology, Women's Studies, Economics)		SSCI
History		SSCI
Liberal Studies		SSCI
Political Science		SSCI
Psychology		SSCI
Sociology		SSCI
Astronomy/Physics		STEM
Biological Sciences		STEM
Chemistry		STEM
Earth Science		STEM
General Sciences/General Studies/Biological and Physical Sciences		STEM
Mathematics		STEM

Unit Plan Name	Status	Area Plan
Adult Education		Academic Affairs

Business and Industrial Studies (BIST)		Academic Affairs
Child Development Center		Academic Affairs
Distance Education		Academic Affairs
Fine Arts, Communication, and Humanities (FACH)		Academic Affairs
Health and Public Service Guided Pathway Division (HEPS)		Academic Affairs
Honors Transfer Program		Academic Affairs
Library		Academic Affairs
Mesa/STEM		Academic Affairs
Science, Technology, Engineering, and Math (STEM)		Academic Affairs
Social Science Guided Pathway Division (SSCI)		Academic Affairs
Student Success Center		Academic Affairs
Workforce Development		Academic Affairs
Auxiliary Services (incl., Purchasing, Contracts, Events)		Administrative
Business Services (incl. Accounting, Accounts Payable, Payroll)		Administrative
Facilities, Planning & Operations		Administrative
Information Technology Services (ITS)		Administrative
BIST Tartar Success Teams (TST)		Guided Pathways
FACH Tartar Success Teams (TST)		Guided Pathways
HEPS Tartar Success Teams (TST)		Guided Pathways
SSCI Tartar Success Teams (TST)		Guided Pathways
STEM Tartar Success Teams (TST)		Guided Pathways
EEO & Title IX		Human Resources
Professional Development		Human Resources
Community Relations		President's Office
Institutional Effectiveness		President's Office
Admissions & Records		Student Services
Athletics		Student Services
Basic Needs and Equity		Student Services
Black and Males of Color Student Success		Student Services
CalWORKs		Student Services
Campus Police		Student Services
Counseling (incl. Call Center and Welcome Center)		Student Services
Educational Partnerships		Student Services
EOPS/CARE/NextUp		Student Services
Financial Aid		Student Services
First Year Experience (FYE)		Student Services
Foster & Kinship Programs		Student Services
Special Resource Center (SRC)		Student Services
Student Development		Student Services
Transfer/Career Center		Student Services
Upward Bound Math/Science		Student Services
Veteran's Resource Center		Student Services

<b>Area Plan Name</b>	<b>Status</b>	<b>College Plan</b>
Academic Affairs	✓	College
Academic Senate	✓	College
Administrative Services	✓	College
Guided Pathways	✓	College
Human Resources	✓	College
President's Office	✓	College
Student Services	✓	College

All recommendations were collated and captured in a Qualtrics online survey for the voting process described below.

### **Voting Roll Up Process**

Compton College implements a voting system where respondents rank the recommendations by expense category (e.g., furniture, facilities, instructional equipment, non-instructional equipment, software/hardware, staffing, and other). For each unit that has program annual plans rolling up into it, the Office of Institutional Effectiveness recommended that respondents include at least the following make-up to ensure representation of faculty, staff, or managers knowledgeable about the unit/area functions in the voting process:

<b>Unit/Area Plan</b>	<b>Status</b>	<b>Voting Groups/Individuals</b>
College	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Cabinet</li> </ul>
Academic Affairs	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Faculty from each Guided Pathway Division</li> <li>• Managers who work with Academic Affairs</li> <li>• Staff who work with Academic Affairs</li> </ul>
Administrative Services	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• All administrative services managers</li> </ul>
Student Services	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• All student services managers</li> </ul>
Human Resources	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Managers who work in Human Resources</li> </ul>
President's Office	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Cabinet members</li> </ul>
Guided Pathways	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Guided Pathways Committee members</li> </ul>
BIST	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• one faculty member in each program (8 total);</li> <li>• up to 5 staff who work with the BIST Guided Pathway Division;</li> <li>• the Tartar Success Team members for BIST; and,</li> <li>• any managers who work in the BIST division.</li> </ul>
FACH	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• one faculty member in each program (10 total);</li> <li>• up to 5 staff who work with the FACH Guided Pathway Division;</li> <li>• the Tartar Success Team members for FACH; and,</li> <li>• any managers who work in the FACH division.</li> </ul>
HEPS	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• one faculty member in each program (5 total);</li> <li>• up to 5 staff who work with the HPS Guided Pathway Division;</li> <li>• the Tartar Success Team members for HPS; and,</li> <li>• any managers who work in the HPS division.</li> </ul>
STEM	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• one faculty member in each program (6 total);</li> <li>• up to 5 staff who work with the STEM Guided Pathway Division;</li> <li>• the Tartar Success Team members for STEM; and,</li> <li>• any managers who work in the STEM division.</li> </ul>
SSCI	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• one faculty member in each program (7 total);</li> <li>• up to 5 staff who work with the SSCI Guided Pathway Division;</li> <li>• the Tartar Success Team members for SSCI; and,</li> <li>• any managers who work in the SSCI division.</li> </ul>

*Note: The Academic Senate President completed the prioritization of the Academic Senate plan.*

The Office of Institutional Effectiveness returned the voting results to the dean, director, or vice president responsible for the unit or area plan for consideration. This manager then considered the voting results and provided a final recommendation to move the plan forward. The manager was also instructed to provide a reason if they did forward a specific recommendation, which was captured and published in the feedback report.

Managers, directors, deans, and vice presidents who were responsible for prioritizing unit and area plans created the feedback report that is posted publicly on the Institutional Effectiveness Planning webpage for stakeholders to review. The report authors show all recommendations considered and provide a justification narrative for the recommendations that were elevated into the unit/area plan, as well as for those recommendations that were eliminated from consideration, revamped, or funded in a different way.

The 2024-2025 planning process included 166 recommendations from across the campus. 116 recommendations were not identified for funding. These recommendations may need additional information about the request, may use existing sources, or may not be prioritized at this time or approved. Users should reference the 2024-2025 College Plan Feedback Report for more information. These recommendations will not be a part of the annual planning evaluation, rather the areas, units, and programs should follow up and address them with existing resources, more information, or consider new ideas next year.

Funding sources were identified to support fifty (50) recommendations totaling more than \$428,054

***Existing Budget Augmentations***

<b>2024-20245 Recommendation</b>	<b>Amount Funded</b>	<b>President/CEO Decision</b>	<b>One Time or On-going</b>
Admissions & Records 02: Funding to scan and shred old Compton Community College records	\$45,000	Approved	One Time
Admissions & Records 03: Increase Admissions and Records budget by \$15,000 to cover increased expenses paid to Parchment for transcript requests and diploma mailings and additional funding to allow part-time provisional staff to work additional hours to support department and student needs	\$6,000	Approved	One Time
Athletics 05: Equipment needs for the Athletics Department*	\$39,500 <i>*funds should include pitch counter(s) for Baseball</i>	Approved	One Time
Biological Sciences 02: Automatic liquid dispenser	\$1,500	Approved	One Time
Human Resources 04: Enhance employee recognition programming	\$8,000	Approved	One Time

**Existing Budget Augmentations Total      \$100,000**

***Compton CCD State-funded Scheduled Maintenance Fund***

<b>2024-20245 Recommendation</b>	<b>Amount Funded</b>	<b>President/CEO Decision</b>	<b>One Time or On-going</b>
Auxiliary Services 07: Three marquees for the campus*	*Amount limited to funds needed to repair current marquee only	Approved	One Time

***Instructional Support Fund***

<b>2024-20245 Recommendation</b>	<b>Amount Funded</b>	<b>President/CEO Decision</b>	<b>One Time or On-going</b>
Astronomy/Physics 01: Laplace's Law Apparatus, Thermal Radiation System, Basic Electrostatics System, Heat Engine Cycles Experiment, Chaos Experiment	\$8,000	Approved	One Time
Astronomy/Physics 03: Purchase electronic hardware, HAB, Helium gas	\$1,500	Approved	One Time
Art: Canon Rebel T8i for use by Art faculty to document Art Major work	\$950	Approved	One Time
Art: HP Color LaserJet Pro MFP M283fdw printer	\$900	Approved	One Time
Art: HPDesignJet T630 Large Format Wireless Plotter Printer	\$2,500	Approved	One Time
Languages 02: Funding for Rosetta Stone software- \$10,000- Ongoing	\$10,000	Approved	On-going
Art: Pedestals for campus art gallery	\$1,500	Approved	One Time
Art: Photography equipment	\$350	Approved	One-Time

**Instructional Support Fund Total \$16,200**

***Local and System Technology and Data Security Restricted Fund (2023-2024)***

<b>2024-20245 Recommendation</b>	<b>Amount Funded</b>	<b>President/CEO Decision</b>	<b>One Time or On-going</b>
ITS 03: Remote monitoring and management software licenses	\$50,000	Approved	One Time
ITS 04: Network and cybersecurity software subscriptions and services	\$80,000	Approved	One Time

**Local and System Technology and Data Security Restricted Fund 2023-2024 Total \$130,000**

***Lottery Funds***

<b>2024-20245 Recommendation</b>	<b>Amount Funded</b>	<b>President/CEO Decision</b>	<b>One Time or On-going</b>
Academic Senate 03: Simple Syllabus	\$20,000	Approved	One Time

**Lottery Fund Total \$150,900**



***PIPS Safety Credit Fund***

<b>2024-20245 Recommendation</b>	<b>Amount Funded</b>	<b>President/CEO Decision</b>	<b>One Time or On-going</b>
Auxiliary Services 02: Equipment - One (1) Flatbed Cart	\$12,000	Approved	One Time
Campus Police 02: Purchasing new bullet-resistant vests provides officers with lifesaving equipment for five years	\$5,000	Approved	One Time
Campus Police 05: Purchase the necessary software for a new digital communication system to allow all emergency and non-emergency phone calls and radio communications through the Dispatch Center to be recorded, and this will enable the Dispatchers to have better phone and radio communication capabilities in the dispatch center	\$66,000	Approved	One Time
Campus Police 06: Upgrade police dispatch consoles	\$13,404	Approved	One Time
Facilities, Planning & Operations 03: Purchase new walkie-talkies for maintenance staff communications	\$5,000	Approved	One Time

**PIPS Safety Credit Fund Total \$101,404**

***Guided Pathways Success Teams***

<b>2024-20245 Recommendation</b>	<b>Amount Funded</b>	<b>President/CEO Decision</b>	<b>One Time or On-going</b>
BIST Success Team 01: BIST Speakers Series - Fall 2024/Spring 2025	\$1,500	Approved	One Time
BIST Success Team 02: Work/Tool Kits - Fall 2024/Spring 2025	\$6,000	Approved	One Time
BIST Success Team 03: College Campus Trips (Colleges in the surrounding area, i.e. CSUDH, CSULB, FIDM)	\$1,250	Approved	One Time
BIST Success Team 04: 2024-2024 Career Immersion Trips	\$1,250	Approved	One Time
FACH Success Team 01: Funding for Social Mixers Lunch	\$1,500	Approved	One Time
FACH Success Team 02: Funding for guest speakers, workshop facilitators, performances, fieldtrips, etc.	\$5,000	Approved	One Time
FACH Success Team 03: Funding for \$25 CC bookstore vouchers to incentivize student	\$1,000	Approved	One Time

participation in academic/career workshops, events, tutoring, etc.			
FACH Success Team 04: Funding to take students on cultural enrichment activities off campus	\$1,500	Approved	One Time
Hands-on screen-printing event on campus for Art majors and interested students	\$1,300	Approved	One Time
HEPS Success Team 01: Student Success HEPS Study Jams Bookstore vouchers or Uber Eats gift cards (fall)	\$1,000	Approved	One Time
HEPS Success Team 02: Student Success HEPS Study Jams Bookstore vouchers or Uber Eats gift cards (spring)	\$2,000	Approved	One Time
HEPS Success Team 03: Funds to cover gift card incentives and/or healthy snacks	\$2,000	Approved	One Time
HEPS Success Team 04: 2024-25 HEPS Transfer Career Conference	\$2,000	Approved	One Time
HEPS Success Team 05: 2024-2025 Field Trip and Conference Scholarships	\$3,000	Approved	One Time
SSCI Success Team 03: Museum and historical site visits	\$4,000	Approved	One Time
SSCI Success Team 04: Social Science Speaker Series	\$2,500	Approved	One Time
SSCI Success Team 01: SSCI Faculty/Staff and Student Mixer (Social Hour)	\$0	Approved	One Time
SSCI Success Team 05: What Can You Do With a Social Science Major- career panel	\$500	Approved	One Time
SSCI Success Team 02: Mental/physical wellness workshop	\$50	Approved	One Time
SSCI Success Team 06: University Tour	\$500	Approved	One Time
STEM Success Team 01: Funding for Panelists, items for opportunity drawing	\$2,000	Approved	One Time
STEM Success Team 02: Funding for Mixer	\$1,000	Approved	One Time
STEM Success Team 03: Funding for materials of first Rocket Factory cohort.	\$750	Approved	One Time

**Guided Pathways Success Teams Total \$41,600**

## 2024-2025 Teaching and Learning Professional Development Proposals

Cabinet reviewed 9 teaching and learning proposals. The project descriptions, cabinet recommendations, and statuses are presented in the table below.

	<b>Project</b>	<b>Proposal Lead(s)</b>	<b>Cabinet Recommendation</b>
1.	Math Community of Practice (\$13,876)	Gayathri Manikandan	Approved
2.	Faculty Development Committee PD Workshops (\$8,400)	Corina Diaz/Mayela Rodriguez	Not Approved 2023-2024 evaluation not completed
3.	Collaborative Learning Experiences Workshop (\$12,000)	Jasmine Phillips	Under Review
4.	Math Deconstruction in Pre-Calculus and Statistics (\$8,525)	Katherine Marsh/Jose Villalobos	Approved for \$3,813
5.	Creed Model Professional Development Proposal (\$69,200)	Katherine Marsh	Not Approved
6.	Dual Enrollment Community of Practice (\$33,550)	Mayela Rodriguez/David Chavez	Under Review
7.	Student Success/Retention Community of Practice (\$15,000)	Minodora Moldoveanu/Susan Johnson	Under Review
8.	Apple Scholars (\$2,900)	Rashid Yahye/Nathan Lopez	Approved
9.	Motivate Lab (\$42,700)	Susan Johnson/Gayathri Manikandan	Approved (20 hours for each of 2 faculty coordinators and 14 participants + 2 additional hours for each faculty participant)

## Teaching and Learning Professional Development Evaluations for 2023-2024

The President/CEO approved nine proposals. This table presents the teaching and learning projects and the status of the project

	<b>Project</b>	<b>Proposal Lead(s)</b>	<b>Status</b>
1.	Trauma Informed Care Series for Teaching and Non-Teaching Faculty, Staff and Administrators (\$9,000)	Jasmine Phillips	Update Not Received
2.	Continuation and strengthening of the community of practice for Hyflex instruction. (\$4,200)	Susan Johnson/Valerie Woodward	Update Not Received
3.	Math Community of Practice (10 faculty @\$72.27/hr)	Gayathri Manikandan	Completed
4.	Faculty training on OER adoption (\$12,600)	Susan Johnson/Gayathri Manikandan	Update Not Received
5.	Develop programming for AANHPI cultural awareness, outreach, professional development and academic success (\$4,000)	Juan Tavarez/Valerie Woodward	Update Not Received
6.	DEIA Community of Practice (\$1,500)	Corina Diaz	Update Not Received
7.	Online Teaching and Design Training (\$15,100)	Brad Conn	Update Not Received
8.	Apple Scholars (\$5,300)	Rashid Yahye	Completed
9.	Math Deconstruction in Pre-Calculus and Statistics (\$3,813)	Jose Villalobos	Not Completed

## **Lessons Learned from the 2024-2025 Planning Cycle**

As a part its annual planning assessment, the Office of Institutional Effectiveness identified several lessons from the 2024-2025 cycle that can be incorporated into future planning activities:

- Enabling better access to data dashboards to inform annual plans and program reviews, particularly access student learning outcome and service area outcome data
- Strengthening the Teaching and Learning proposal, review, and evaluation process
- Developing an initiative management system to monitor and coordinate strategies established in the Compton College 2035 Comprehensive Master Plan



## **2024-2025 COMPTON COLLEGE GOALS**

### **1. Implement the Completion by Design framework to ensure all students complete more quickly with fewer units, transfer, or are employed in their field of study[1]**

- a. Partner with Achieving the Dream, Inc. to support improved teaching and learning through professional development and improved data use, including disaggregated data used to inform equity-minded practices campuswide.
- b. Increase capacity and skill level among all faculty for online/remote instruction.
- c. Enhance online student support services for Compton College students.
- d. Monitor 504/508 concerns and complete an institutional self-assessment of Universal Design for Learning current practices
- e. Support AB-1705: Continue innovation in supporting student success in English and math while evaluating and refining current programs.
- f. Evaluate Guided Pathways structure.
- g. Integrate Student-Centered Funding Formula metrics into institutional planning process and institutional-set goals.
- h. Sustain basic needs resources (e.g., housing, food, mental health, technology, and transportation) for Compton College students through the Compton Support Network.
- i. Expand eLumen as the assessment and planning system for the college.
- j. Expand the use of Open Educational Resources (OER)/Zero Textbook Cost (ZTC) to reach 85% by 2035.

### **2. Grow enrollment to 4,125 Full-Time Equivalent Students (FTES) for the 2024-2025 year.**

- a. Grow enrollment through the implementation of the Compton College 2035

Enrollment Management Plan, including annual outreach, retention, and persistence strategies.

b. Continue implementing the Adult Strategic Enrollment Management Plan.

c. Offer 1,474 course sections during the 2024-2025 year, with a 65% average fill rate.

### **3. Continue to improve facilities to support student learning and success.**

a. Prioritize scheduled maintenance/site improvements for Compton College to ensure the health and safety of students and employees.

b. Monitor the planning for the Vocational Technology Building Renovation, the Math/Science Building Renovation, and the new Visual and Performing Arts Complex.

c. Begin construction on the new Physical Education Complex and the new Student Housing Project.

d. Receive a recommendation from the Facilities Committee about establishing a beautification mindset campuswide and establishing a cleaning schedule or other solution(s) to ensure a clean, safe, and compliant campus ready for student learning.

e. Integrate facilities safety and physical environment satisfaction assessments into the program review process.

### **4. Continue to develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the educational, workforce training, and economic development need.**

a. Establish partnerships with businesses and community partners to support Compton College program development in high-demand areas.

b. Have a fully operational Foundation for the Compton Community College District that meets the needs of Compton College and Compton College students.

c. Increase participation among the College Promise programs with Lynwood, Paramount, and Compton unified school districts.

d. Increase faculty voice in communication with dual enrollment partners,

including faculty-to-faculty and counselor-to-counselor dialogues.

e. Continue to implement the California Volunteer Grant with the Californians for All College Corps Program

f. Establish and/or enhance partnerships with four-year colleges/universities, including University of California, California State Universities, historically Black colleges and universities (HBCUs), Hispanic-serving institutions (HSIs), and private colleges/universities.

g. Maintain participation in the California Virtual Campus Online Education Initiative (CVC-OEI).

h. Submit a successful Developing Hispanic Serving Institution (DHSI) grant to the US Department of Education.

**5. Create a stronger sense of connection among employees, students, the college, and the community.**

a. Enhance stakeholder engagement in decision-making; Revise the Collaborative Governance Handbook at Compton College.

b. Continue to implement and evaluate Diversity, Equity, Inclusion, and Accessibility (DEIA) activities, including the Compton College Response to the Chancellor's Call to Action and the 2023-2026 Equal Employment Opportunity Plan.

c. Support and champion equity-minded practices designed to engage traditionally marginalized groups, including but not limited to, men of color, LGBTQ+, persons with disabilities, foster youth, and formerly incarcerated students.

d. Develop capacity to track student engagement and campus events attendance.

e. Continue to enhance communication with students, employees, and the community in alignment with the Achieving the Dream, Inc. partnership.

f. Focus Professional Development Days on activities designed to increase community engagement and camaraderie, inclusive of staff, faculty, and administration.

g. Continue to develop and be responsive to the Compton College employees' professional development needs in alignment with the Achieving the Dream, Inc. partnership.



**6. No audit findings.**

- a. Maintain fiscal business processes to ensure no audit findings.
- b. Complete the annual audit in a timely manner.
- c. Implement Fiscal Crisis and Management Assistance Team (FCMAT) action plan activities to ensure the fiscal health of the institution.

**7. Complete the Compton College strategic planning cycle.**

- a. Complete the strategic planning cycle by December 31, 2024.

*[1] Outcomes are aligned with the Vision 2030 goals from the California Community Colleges Chancellor's Office.*

