



Noncredit, Pre-transfer, and Continuing Education Committee

April 11, 2023

2:30 p.m.—4:00 p.m.

The Academic Senate Committee on Noncredit, Pre-Transfer, & Continuing Education gathers information on best practices in providing equitable and accessible instruction and support services to students who are engaged in extended learning, which includes transitioning to post-secondary education, including support for pre-transfer pathways, workforce success, and/or other skill building opportunities. The Committee conveys this information to the field through breakout sessions at institutes and conferences, workshops, and papers. The Committee will: 1) serve as a resource to the Executive Committee on issues related to instruction, counseling, student services, and program development in noncredit education, pre-transfer pathways, and continuing education, including how they are embedded in institutional initiatives to ensure student success and learning, as well as the role of faculty engaged in this work, as related to governance and local participation in academic and professional activities; and 2) review policies and make recommendations to the Executive Committee. The Association of Community and Continuing Education (ACCE) appoints a member to serve as a liaison to this committee.

Location: Zoom

Meeting Summary

I. Call to Order and Roll Call (* in attendance) Meeting started at 2:30pm

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| Michelle Bean—Chair* | Maryanne Galindo* | Carolina Kussoy* |
| Christopher Howerton—2 nd Chair* | Janue Johnson | Liliana Martinez |
| Leticia Barajas | Nadia Khan* | Luciano Morales |

I. Shout-outs, Affirmations, and Connection - The members of the committee shared ways we “keep the flow”. Balancing the stress of the end of the semester and refilling ourselves to be able to not “burn out” and stay focused.

- A. Janue—[CCCCO podcast!](#) Congrats! - (March 2, 2023)
- B. Regionals—great feedback from multiple places! - Thank you to committee members who helped put these events together and our collaboration with the CTE committee.
- C. [February 2023 ASCCC Rostrum](#) 2 articles published from our committee
- D. The committee will have a final meeting in May.

II. Community Agreements - The chair reviewed our agreements here and as a committee noted the progress we have made, especially item “B”.

- A. Honor each other’s stories without judgment and create a shared space.
- B. Uplift the stories and spirit of noncredit and shifting the narrative that noncredit and continuing education is “less than.”
- C. Advocacy for regulatory change and awareness of noncredit and continuing education on a local and statewide level.
- D. Provide reminders, tools, agendas, minutes, and help navigating the system to the group.

III. Adoption of Agenda -

- A. [Google Shared Folder](#)
- B. Minutes Volunteer - Howerton will take notes for this meeting and the chair will share with members for any needed edits.

IV. Spring Plenary in Anaheim: April 21-22 - The chair shared information about the upcoming Spring

- Plenary and encouraged committee members to register and attend.
- A. [Breakout Session](#): Panel with San Diego and ELAC (Janue and Leticia)
 - B. Need a resolution? Re: the LAO recommendation of defunding noncredit CAEP- Next steps, a series of conversations and meetings over the summer and early fall. There is a lot of energy on this topic and some memento with a possible Fall 2023 resolution. We can add to our end-of-the-year report a reminder for next year’s noncredit committee to follow up and see if we need to support some results.
- V. Regionals Debrief- The chair led a conversation with the committee reflecting on the recent regional events.
- A. Great event—thank you, team! Laney—40; Compton—80
 - B. Debrief Thoughts:
 1. Both events were well attended and informal feedback received has been extremely good. Size cap for registration is a question we need to follow up on. We were under the understanding of 100 cap, but actual registration was near 130. We need to have a clear plan to “close registration” after the cap is reached with a possible “waitlist”.
 2. It is unclear if we are planning on assessing with a survey to make sure we have clear objectives that we can measure from participants. attendance was near 90 for Compton even with the 130 registrations.
 3. Communicate with the Senate President and CEO of the colleges that are hosting the events.
 4. We ask participants for dietary restrictions, but for one of our events we did not have food options that included the restrictions.
 5. The use of Q&A was helpful, especially for those who are new to non-credit.
 6. The student voices in the ESL presentation was well received
 7. There is an ongoing need for a primer on non-credit during these events (noncredit 101)
 8. The tours of the campus programs was really exciting for many of the guests. Need to be a bit more formalized and structured. Seeing students in action in the program was nice.
 9. There was a good mix of faculty and administration at these events. Is there an opportunity to collaborate and focus the presentations a bit more to serve the diverse attendees?
 - C. [Reimbursement Form](#) - Committee members were reminded to submit their reimbursement forms in a timely manner with ASCCC.
- VI. *Rostrum* Articles - the chair provided an update on submitted *Rostrum* articles
- A. Shifting the Noncredit Narrative—with San Diego Continuing Ed—two of three accepted—thanks for leading Janue
- VII. Goals and Priorities (our [WORK PLAN](#)—check for your assignments)
- A. [Toolkit](#) (Nadia and Michelle) - The committee reviewed the current draft of the toolkit. During this working session the committee discussed some additional content needs and a formal list of resources with infographics. The structure of the toolkit is based on the ASCCC Executive Committee approved outline. The committee has agreed to submit for an upcoming ASCCC Executive Meeting for considered adoption.
 1. Additional resources provided by Maryanne to be included:
 - a. <https://www.caadultedhistory.org/>
 - b. <https://www.caadultedhistory.org/pdf/meetchallenge.pdf>
 - c. <https://lincs.ed.gov/about> -
 >[https://lincs.ed.gov/publications/pdf/Adult Ed History Report.pdf](https://lincs.ed.gov/publications/pdf/Adult_Ed_History_Report.pdf)
 - 1) WWII & the GED = pages 12-13 of the full PDF (page 5-6 actual)

- d. CBE & Andragogy found here:
 - 1) <https://www.caadulthoodhistory.org/>
 - 2) <https://www.caadulthoodhistory.org/pdf/meetchallenge.pdf> pages 44-45 of the full PDF (page 38-39 actual)
 - e. <https://youtu.be/P7aMn-e4Ndl> The section I use starts at about the 5:50 min. mark, up to the end. It is already CC.
 - B. Survey (CJ) - Results were just shared with the committee chair and co-chair. We will review this in more detail during the next meeting and forward as part of our end-of-the-year report for next year's committee information.
- VIII. Announcements
- A. Check for upcoming ASCCC events at [here](#)
 - B. [Application for Statewide Service—share with colleagues](#) The chair encourage the committee members to share this opportunity with others.
- IX. Closing Comments
- A. In Progress Review
 - B. Any other final comments or suggestions?
- X. Adjournment - Meeting concluded at 4:00pm

In Progress:

- Noncredit Toolkit - to be submitted for upcoming ASCCC Executive Committee consideration (May)

Completed Tasks:

- *Rostrum* articles on changing the narrative around noncredit education: 2 in winter; 1 in spring
- North and South Regionals meetings
- Plenary Breakout Session Leveraging Noncredit Education for Equitable Student Opportunities
- Resolution 01.02 F22 Development of Noncredit Resources and Inclusion into ASCCC Strategic Planning
- ACCE Report at ASCCC Executive Meetings