



## Noncredit, Pre-transfer, and Continuing Education Committee

Monday, February 27, 2023

1:30 p.m.—3:00 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.

### Zoom

### Meeting Summary

Call to Order and Roll Call \*=present

Meeting started at 1:33PM

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

- I. Shout-outs, Affirmations, and Connection - Committee members had an opportunity to check in.
- II. Community Agreements - The chair reminded the committee of our agreed upon community agreements
  - 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 - C. Howerton will take minutes for this meeting, no concerns expressed for our previous meeting summary.
- IV. Spring Plenary in Anaheim: April 21-22
  - A. [Breakout Session](#): Panel with San Diego and ELAC (Janue and Leticia) - ASCCC Pres and Executive Director approved our panel request for this session. We are working on finalizing invitations and including a student with this presentation. Michelle Bean will follow up with this group. (Leticia and Janue will be supporting the leadership for this session)
  - B. Need planning date - a planning session will be determined.

- C. Need a resolution against the LAO recommendation of defunding noncredit CAEP - The committee had a discussion about the possible development of a resolution in response to the recent LAO recommendation. The deadline for committee submitted resolutions has passed. Our next opportunity is for a draft resolution submitted through area meetings.
- V. Upcoming Conferences and Regionals
- 1. Spring ACCE Conference Breakout (Michelle, CJ, Leticia) - Leticia, Michelle, and Christopher met earlier today to work on our presentation. Zoom presentation information for the session is forthcoming.
  - 2. Collaboration CTELC on [Regionals](#): March 6 at Laney and March 20 at Compton
    - a. Volunteers for North and South regions - Members attending?
      - i. Laney: 48 participants registered (as of 2/27) (Main Room "Forum"; BO rooms will be identified soon --Carolina Kussoy, Michelle, Maryanne, Christopher, and Leticia at Laney
      - ii. Compton-- Michelle, Maryanne, Christopher, and Carolina
    - 2) Presentations/breakout sessions check-in and report out
      - i. Opening and Closing (CJ and Michelle) - The chair asked for presenters to drop in finalized PPTs into our shared drive for "slide decks" as soon as possible.
      - ii. Hot Topics (Leticia) - presentation will be added to the welcome slide deck (\*\*For MB-need to loop back with presenters- Leticia and Lynn Shaw)
      - iii. Building Noncredit Pathways (Maryanne) - An update was provided and will be finalized soon
      - iv. Connecting ESL and CTE (Liliana and Carolina)- Carolina provided an update on this \*\*For MB- loop back with Liliana here.
    - 3) [Reimbursement Form](#) - The chair shared the link for reimbursement. Reminder to attach a mileage map with the submission. We will be providing lunch during the event.
- VI. *Rostrum* Articles
- A. Due March 5- The chair reminded the committee for the upcoming due date for draft *Rostrum* articles.
    - 1. Shifting the Noncredit Narrative—with San Diego Continuing Ed—two of three accepted— thanks for leading Janue
    - 2. Any new articles? - No new ideas presented during this meeting.
- VII. Goals and Priorities (our [WORK PLAN](#)—check for your assignments) - The chair reviewed the work we have done, and recognized that some work may need to be pushed to next year as we prioritize
- A. [Toolkit](#) Report Out (Nadia and Michelle) - Nadia shared a document with the committee of the student personas development. We will strive to complete this overall tool kit by April 2023. The committee talked about strategies to collect data, timeline, and process. After discussion, *the committee decided to collect and provide a first version of the tool kit including general noncredit student profiles/personas, but will not be able to finalize the tool kit with student narratives this semester. The committee will make sure to hand off this work with a clear overall intent for the toolkit and recommendations for additions.* Next steps: Members from the committee will informally collect student characteristics to develop sample Noncredit personas, and hopefully add student voices in a future iteration for examples. Nadia has asked for committee members to fill out the [Student persona form](#) by March 13. Michelle and Nadia will meet to work on the general examples/questions for the infographic.
  - B. Survey (CJ) - currently being administered to senate presidents, currently scheduled to close February 28th.
  - C. Spanish CORs (volunteer?) - We will pause this work for this semester and suggest it as a priority

for this committee next year.

- VIII. Announcements - The chair shared the following links and encouraged members to consider submitting and sharing ASCCC volunteer service link.
- A. Check for upcoming ASCCC events at [here](#)
  - B. [Application for Statewide Service—share with colleagues](#) -
- IX. Closing Comments
- A. In Progress Review
  - B. Any other final comments or suggestions?
- X. Adjournment - Meeting adjourned at 3:00PM

**In Progress:**

- *Rostrum* article on changing the narrative around noncredit education
- Noncredit Toolkit

**Completed Tasks:**

- 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