



ACADEMIC SENATE for California Community Colleges

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Noncredit, Pre-transfer, and Continuing Education Committee

Tuesday, August 30, 2022

1:00 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

Location: Zoom

Meeting Summary

I. Call to Order and Roll Call (*Present) Meeting called to order at 1:03 p.m.

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

II. Shout-outs, Affirmations, and Connection

- A. The chair began the meeting with a land acknowledgement and encouraged all members to share the areas of the committee members.
- B. Committee members introduced themselves to the group and shared things that bring personal joy.

III. Adoption of Agenda

- A. Google Shared Folder The chair shared the following link for the committee's shared google folder.
- B. Minutes Volunteer - minutes will be recorded by C. Howerton (2nd Chair)

IV. Committee Overview

- A. Charge Review - The updated committee charge was shared with the committee. In response to AB1705 we may need to consider a review and possible revision to the charge statement during our annual process.
- B. Committee Member Guidelines - The guidelines provided in this link were openly discussed by the committee. The chair highlighted the committee membership selection process and efforts to make appointments through an equity lens.
- C. CONTACT INFO FORM The chair requests that all committee members share contact information on a google form that was provided. The chair assured the members that this information will not be public and only used for our internal communication needs.

- V. Community Agreements Activity (Breakout Rooms) The committee brainstormed in groups to suggest possible norms for committee interaction and expectation for the committee chair(s). The groups brainstormed the following:
 - 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.*
- VI. Workplan: Goals and Priorities
 - A. Review RESOLUTIONS assigned - The chair shared the resolution process and the master list of resolution priorities for this committee. The committee will review this list of resolutions and consider additional prioritization during a future meeting.
 - B. Review ASCCC Strategic Plan - The chair shared the current ASCCC strategic plan and identified a few specific goals that may impact this committee's work. It was recognized that there are no specific ASCCC goals that directly call out noncredit/continuing education.
 - C. Develop a work plan—priorities and volunteers. Using the previous documents the committee will develop a committee work plan for this year's work. The following two goals have been directed by ASCCC President and Executive Director.
 - 1.Future of NPTAE Education post AB 705/AB 1705 -
 - 2.Working with Noncredit Liaisons
- VII. Plenary Fall 2022 - The chair shared the following timeline for the upcoming Fall 2022 ASCCC Plenary. Of note is the deadline for the committee to have an opportunity to submit resolutions for a pre-session packet for area meeting consideration.
 - A. November 3-5 Sacramento
 - B. Theme ideas coming soon
 - C. Resolutions due September 12—suggestions and volunteers: Leticia and Michelle to work on a possible resolution about more noncredit awareness and inclusion in the next strategic plan.
 - D. Breakout session topics due September 6 - The chair shared the following link and invited committee members to share individual breakout topics for consideration.
 - E. Presenters and session descriptions due October 1. The chair shared the process of bringing on an expert beyond our committee membership for potential presenters if assigned.
- VIII. *Rostrum* Articles - Typical *Rostrum* articles are about 1500 words. The chair invited committee members to consider submissions and solicit other future possible article topics from the committee.
 - A. Due September 18
 - B. Ideas and volunteers - "Changing the Narrative on Noncredit and Continuing Education."
Committee member Janue Johnson will work with M. Velasquez-Bean on the draft submission.
- IX. Schedule Monthly Meetings - The chair will use the submitted committee availability forms to create a doodle to set our committee's regular meetings.
- X. Announcements - The chair shared the following announcements.
 - A. Check for upcoming events at [here](#)
 - B. Amazon Smile (smile.amazon.com)—select Foundation of the Academic Senate for California Community Colleges to donate

C. Application for Statewide Service

XI. Closing Comments

- A. In Progress Review
- B. Any other final comments or suggestions—none.

XII. Adjournment

- A. Future agenda topic:
 - 1. Spring ACCE Conference Partnership
 - 2. Orientation around basic noncredit/continuing education
 - 3. Collect ideas for possible committee resolution

Meeting adjourned at 3:03 p.m.

In Progress:

- *Rostrum* article on changing the narrative around noncredit education.
- Resolution on noncredit advocacy and awareness.