



**ACADEMIC SENATE**  
for California Community Colleges  
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## Noncredit, Pre-transfer, and Continuing Education Committee

**Monday, November 28, 2022**  
**9:00 a.m.—10:30 a.m.**

### Meeting Summary

Meeting called to order at 9:10 a.m.

I. Call to Order and Roll Call (\*notes present)

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

II. Shout-outs, Affirmations, and Connection

- A. Maryanne rocked ACCE fall conference event!
- B. Leticia and Maryanne crushed it at plenary.
- C. You all are amazing—we passed our resolution!
- D. Others: Committee members shared about their recent holiday experience and food. The chair also took this opportunity to provide a thoughtful land acknowledgement. Janue shared her practice during a recent conference and the importance of decolonization and the impact of land acknowledgement. Leticia shared that there is interest in the potential for noncredit within her district and supports ASCCC activities and advocacy for noncredit.

III. Community Agreements: The committee affirms our agreements below:

- 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.

IV. Adoption of Agenda

- A. [Google Shared Folder \(October Meeting Summary\)](#)
- B. Minutes Volunteer: Christopher will draft the meeting summary in our shared document for committee review.

V. Goals and Priorities (our [WORK PLAN](#)—check for your assignments) -- The committee reviewed our active work plan with the following updates:

- A. Toolkit Report Out (Nadia)-- The committee reviewed a draft outline of the toolkit. The chair shared the ASCCC timeline/process of ASCCC Exec review for this toolkit development. The aim is to bring the draft timeline and proposed noncredit survey to the January 2023 ASCCC executive committee meeting for 1st read. The toolkit could be a foundation document that could be added upon with different levels of advocacy based on the intended audiences. There

- was some suggestion to highlight the “tools” (e.g., templates -multiple examples, suggested structures, linked resources)
- B. Spanish CORs (Luciano): We are waiting for a legal opinion as we explore our options. Leticia Barajas provided the following MOU [CCCCO - Provision of Instruction in Languages Other than English Legal Opinion O 06-10](#) (September 8, 2006) – a sample guide by LACCD may be discussed in one of our future committee meetings. Possible topic for an upcoming regional session.
  - C. Plenary Breakout Highlights (Leticia and Maryanne): The session was well attended, many attendees were new to noncredit and were looking for suggestions on how to increase the role of noncredit locally.
  - D. [Resolutions](#)
    - 1. Toolkit ([01.02](#))- See notes above – in process.
    - 2. Attendance Accounting ([07.13](#)) – chair shared the continued push to update accounting manual with the passage of this resolution and the presidents awareness in continuing to work with CIOs and CO.
  - E. Upcoming Conferences and Regionals
    - 1. Spring ACCE Conference Partnership Ideas (Maryanne)– not fully discussed but will follow-up.
    - 2. Collaboration CTELC on [Regionals](#): March 6 and March 20 – committee members are asked to hold these dates. More information to be shared following approval of dates by Executive board at December meeting. The following information will be discussed at our December meeting:
      - a. Volunteers for North and South regions
        - 1) College host(s)
        - 2) Presentations/Breakout Sessions
      - b. Planning Day: January 17 (hold date)- Possible in-person planning meeting with ASCCC CTE Committee.
        - 1) In-person—volunteer host?
        - 2) Ideas for structure and tailored liaison training?
        - 3) Survey feedback (Christopher)
        - 4) Noncredit post AB 1705
- VI. Updates
- A. ACCE Fall Virtual Conference Highlights—shared by chair during affirmations.
  - B. CAEP- California Adult Education Program Update: February 2023—briefly mentioned.
  - C. [Compendium of Allocations](#)– This document was shared with committee members.
- VII. *Rostrum* Articles - in process, not discussed during this meeting.
- A. Due January 22 and March 5
    - 1. Shifting the Noncredit Narrative—with San Diego Continuing Ed (Janue)
    - 2. Other ideas?
- VIII. Next Monthly Meeting: December 19, 2022 at 1:30—3:00 p.m. – time will be changed to 9am-10:30am. Committee members are asked to bring calendars to set spring meeting dates for spring.
- IX. Announcements - not discussed but shared in the agenda for information.
- A. ACCE Annual Conference (virtual):  
March 2, 2023 at 12:00 p.m.--4:45 p.m.--March 3, 2023 at 9:00 a.m.—3:00 p.m.  
\$125 for members/ \$175 for non-members
  - B. Check for upcoming ASCCC events at [here](#)
  - C. Amazon Smile ([smile.amazon.com](#))—select Foundation of the Academic Senate for California Community Colleges to donate
  - D. [Application for Statewide Service—share with colleagues](#)

- X. Closing Comments—chair checked in with members and all gave thumbs up.
  - A. In Progress Review
  - B. Any other final comments or suggestions—none.
- XI. Adjournment - Meeting adjourned 10:46 a.m.

**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