

Noncredit Sub-Committee Meeting

Wednesday, May 21, 2025

3:00 pm – 4:00 pm

Zoom Meeting

Meeting Minutes

Call to Order – 3:02 pm

Attendees: Eric Anthony, Paula Barrera, Quinton Bemiller, Ashley Etchison, Sonia Gonzalez, Amber Lappin, Sandra Maciel, Adam Navas, Michael Peterson, Thea Quigley, Carla Reible, Mia Timme, Patty Worsham, Chui Zhi Yao, Lijuan Zhai

I. Approval of April 23, 2025 Agenda

First: Amber Lappin, **Second:** Sandra Maciel; Approved by consensus.

II. Approval of March 19, 2025 Minutes

First: Sandra Maciel, **Second:** Mia Timme; Approved by consensus

III. Noncredit Registration/Onboarding Tech Issues

Progress has been made with noncredit registration as students are able to register for noncredit classes after receiving a warning from the system. IT is working to remove this warning. Admissions and Records will meet with IT on June 16 at 3 pm to discuss onboarding technical issues. Those interested in attending this meeting can contact Michael Peterson for a calendar invite.

IV. Implementing RCCD Adult Education/Noncredit Strategic Plan 2022-27

The committee discussed noncredit strategic goals from the strategic plan 2022-2027. Objective 1.3 was to expand noncredit offerings for older adults, but RCC is at maximum capacity without additional support. The older adult population needs more support and infrastructure resources from RCC. The committee discussed the possibility of grant funding to expand noncredit course offerings for older adults. Carla Reible mentioned the need to consider sustainable support in addition to grant funding.

Objective 1.4 is to increase the percentage (at least 5% per year) of students transitioning from Adult Schools to noncredit programs and to credit programs. More data is needed regarding the current transition rates and program-specific information. There are challenges with tracking due to application input issues. There was discussion about using CRM system to track students and comparing Anthology's implementation timeline for cost-benefit analysis.

Objective 1.5 is to expand support services for noncredit students and suggestion was made for an orientation before each semester for noncredit students enrolling in college for the first time to provide these students information regarding services and resources available at our colleges.

Objective 1.6 is to explore additional non-credit apprenticeship and work-based opportunities. RCC used to

Strategic goal 2: Objective 2.1: Double check and confirm CPL policy to switch from noncredit to credit class. Objective 2.2:

V. Elect Faculty Co-Chair

Election of faculty co-chair for next year, maybe one faculty from each college each year. This item will be on the next agenda for the Noncredit meeting.

VI. Meeting Calendar for 25-26

- September 17, 2025
- October 15, 2025
- November 19, 2025
- March 18, 2026
- April 22, 2026
- May 20, 2026

VII. Other

VIII. Adjournment – 4:05 pm