

Noncredit Sub-Committee Meeting

Wednesday, March 19, 2025
3:00 pm – 4:00 pm
Zoom Meeting

DRAFT

Meeting Minutes

Call to Order – 3:02 pm

Attendees: Eric Anthony, Paula Barrera, Quinton Bemiller, Steven Butler, Ashley Etchison, Sonia Gonzalez, Amber Lappin, Janet Lehr, Sandra Maciel, Adam Martin, Adam Navas, Michael Peterson, Thea Quigley, Carla Rieble, Mia Timme, Patty Worsham, Chui Zhi Yao

I. **Approval of March 19, 2025 Agenda**

First: Paula Barrera, **Second:** Carla Rieble; Approved by consensus.

II. **Approval of November 20, 2024 Minutes**

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

III. **Elect Faculty Co-Chair**

The committee needs to elect a faculty co-chair to help chair committee meetings and lead efforts towards the committee charge. No nomination was received, and the committee discussed the role responsibilities and term length of the faculty co-chair position. Michael Peterson will research and provide more details for faculty co-chair duties and time commitment.

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

Committee members were asked to review recommendations, goals, and objectives before the next meeting. The committee discussed barriers to implementation and infrastructure requirements for strategic plan implementation. Concerns were raised about integration of district adult education/noncredit strategic plan with college-level strategic plans and program reviews.

V. **Committee Goals/Objectives**

Michael Peterson mentioned the noncredit sub-committee develops, monitors, and assesses the implementation of RCCD five-year plan for noncredit. Some of the goals and objectives include ensuring equitable access to colleges' courses, programs and services for noncredit students, providing clear pathways and increasing number of completed certificates by 15% per year for noncredit students, and working with community, workforce, and educational partners to reduce and eliminate equity gaps.

VI. FTES Targets for 2025-26

Steven Butler presented the FTES targets for noncredit, and the FTES targets for MVC is 21 FTES, the target for NC is 65 FTES, and the target for RCC is 192 FTES. Enrollment for Fall 24 has decreased compared to Fall 23. The committee discussed the target-setting process and input from college-level. There was discussion regarding persistent technical problems preventing smooth student registration. The committee discussed credit versus non-credit application requirements and the need for clear documentation of issues, attempted solutions, and status update regarding this registration issue. Admission and Records and IT Technical group meeting will take place on 3/27. This item will be included in the agenda.

VII. Meeting Calendar for Spring 25

- April 23, 2025 – Invited Dr. Isaac, but Dr. Bishop will attend in place of Dr. Isaac.
- May 21, 2025

VIII. Other**IX. Adjournment – 3:45 pm**