

## Noncredit Sub-Committee Meeting

Wednesday, March 18, 2026

3:00 pm – 4:00 pm

Zoom Meeting

### Meeting Minutes

#### Call to Order – 3:02 pm

**Attendees:** Eric Anthony, Ashley Etchison, Eric Doucette, Mary Legner, Sandra Maciel, Arezoo Marashi, Adam Martin, Adan Navas, Michael Peterson, Thea Quigley, Carla Reible, Mia Timme, Patty Worsham

**I. Approval of March 18, 2026 Agenda**

**First:** Arezoo Marashi, **Second:** Carla Reible; Approved by consensus.

**II. Approval of December 3, 2025 Minutes**

**First:** Carla Reible, **Second:** Mia Timme; Approved by consensus.

**III. Why Noncredit?**

The committee discussed how to advocate for non-credit programs and respond to skepticism from colleagues. Members emphasized that non-credit courses provide an accessible entry point for students, promote equity by removing financial and academic barriers, support undocumented learners, and allow students to build confidence before transitioning into credit pathways. Additional benefits include earning certificates, generating FTES funding, and addressing institutional gaps in serving diverse community needs. The group agreed that faculty and staff should act as “ambassadors” to communicate these advantages and build broader support across campuses.

**IV. District and College Growth Goals for 2026-2030**

The committee discussed proposed district growth goals for non-credit FTEs by 2030. While leadership suggested a target increase of 500 FTEs, committee members expressed concerns about the feasibility and rationale behind these numbers, noting disparities in current program size and capacity across colleges. Several members emphasized the need for realistic, data-informed, and process-driven planning, noting that infrastructure such as staffing, application processes, and program coordination is needed for ambitious targets and growth. There was strong support for involving each college in developing its own strategy and growth projections through a more collaborative, bottom-up approach. The committee proposed holding college-level strategic meetings to gather broader input, assess current programs, and identify priorities, needs, and barriers to growth.

**V. Noncredit Committee Goals**

The committee reviewed a draft non-credit faculty lead job description designed to scale with program growth. The role includes responsibilities in curriculum, outreach, coordination, and program development, with increasing levels of reassigned time as non-credit offerings expand. The committee expressed support for moving the draft forward to the District Academic Senate for further review.

Motion to move cross walk job descriptions onto the next steps:

**First:** Michael Peterson, **Second:** Patty Worsham; Approved by consensus.

The committee discussed plans for organizing a college-focused non-credit strategic meeting aimed at increasing awareness, gathering input, and guiding future program growth. The primary purpose of the meeting is to give each college the opportunity to better understand non-credit offerings, identify areas for expansion, and articulate what resources and support are needed to achieve that growth. Desired outcomes include developing a clearer vision at each college, outlining priorities for non-credit programs, and generating actionable “asks” for district-level support, particularly around challenges such as simplifying the application and enrollment process.

The committee discussed the structure and purpose of the meeting, such as strategic planning and identifying growth pathways, as well as a basic understanding of non-credit, including a “Noncredit 101” component. A blended approach was proposed, combining an introductory overview with breakout sessions where colleges can discuss their specific needs, challenges, and opportunities. The group agreed that participation should extend beyond the committee to include faculty, administrators, and staff who are directly involved in implementation, ensuring broader engagement and more meaningful outcomes. Tentative meeting dates of May 15 and May 29 were mentioned for all three colleges to meet via Zoom and in-person.

**VI. Innovation and Opportunities**

The committee briefly discussed a new research collaboration involving Norco College and Rutgers University, focused on non-credit program data and outcomes. The committee discussed the need for intentional planning, inclusive participation, and clearer communication to build momentum and alignment around non-credit initiatives across the district. This item will be discussed further at the next meeting due to time constraints.

**VII. Next meeting**

- April 22, 2026

**VIII. Adjournment – 4:10 pm**

