THE NEW WORLD OF NONCREDIT
Building and Expanding Programs in Community Colleges

OCTOBER 6-7, 2017
FOUR POINTS SHERATON, SAN DIEGO, CA

PRESENTED IN COLLABORATION WITH
SAN DIEGO CONTINUING EDUCATION
Welcome to the Noncredit Summit!

Through the years, noncredit programs have truly fulfilled California’s mission of accessibility and provided educational opportunities to underserved populations. For many students, noncredit programs offer a starting point to acquire skills needed for job opportunities, and for others, these noncredit courses provide a pathway to higher education. Wrap-around student services, open entry/open exit courses, and repeatability of courses are all characteristics of noncredit programs designed to help students become successful in attaining their educational and career goals. At this 2-day summit, participants will learn from programs across the state and find time to discuss new ideas with their teams to bring back to their campuses.

The driving force behind the establishment of this summit was an idea that arose from San Diego Continuing Education’s (SDCE) survey and subsequent findings from The Past, Present and Future of Noncredit Education in California. It was during the SDCE planning phase for a conference that the Noncredit Summit took place in Sacramento, at which point a decision was made that SDCE and The Institutional Effectiveness Partnership Initiative (IEPI) could collaborate and offer this 2-day summit in southern California. IEPI is, as always, interested in supporting the professional development of all staff, faculty, and administrators in the California Community College System.

Our joint intent is that the Community of Practice started at the Noncredit Summit in Sacramento will reconnect here, with new information and opportunities to work in partnership.

In planning this summit, our planning committee knew colleges would want and need time to work together, so during most scheduled breakouts, you can use the ballroom to work with your team. You will also find specific team-building time set aside each day.

Thank you for joining us. We hope you enjoy the two days of working with and learning from your colleagues across the noncredit world in California!

Sincerely,

Institutional Effectiveness Partnership Initiative
San Diego Continuing Education
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Welcome!
Agenda

The New World of Noncredit: Building and Expanding Programs in Community Colleges
Presented in Collaboration with San Diego Continuing Education (SDCE)

FRIDAY, OCTOBER 6, 2017
7:30–8:45 a.m. Registration and Continental Breakfast (with protein)
9:00–10:15 a.m. Introductory Remarks—The Pavilion
• Constance M. Carroll, Ph.D., Chancellor, San Diego Community College District
• IEPI Welcome
General Session
• SDCE presents 2017 Noncredit Report findings
  Carlos O. Turner Cortez, Ph.D., President, San Diego Continuing Education
  Michelle Fischthal, Dean, Institutional Effectiveness, San Diego Continuing Education
10:30–11:45 a.m. Breakout #1*
11:45–12:00 noon Transition Time
12:00–1:00 p.m. Plated Lunch—The Pavilion
1:15–2:15 p.m. Breakout #2*
2:15–2:30 p.m. Transition Time
2:30–3:30 p.m. Breakout #3*
3:30–4:00 p.m. Beverage Break and Networking—The Pavilion
4:00–5:00 p.m. Team Time—The Pavilion and Breakout Rooms
5:00 p.m. Meet in Hotel Lobby—A 10 min. guided walk across the street from hotel.
5:15–6:30 p.m. North City Campus Tour—San Diego Continuing Education
6:30 p.m. onward Dinner on Own

SATURDAY, OCTOBER 7, 2017
7:30–8:30 a.m. Breakfast Buffet
8:30–9:30 a.m. Breakout #4*
9:30–10:30 a.m. Team Time—The Pavilion and Breakout Rooms
10:45–11:45 a.m. Breakout #5*
11:45–12:00 noon Transition Time
12:00–1:30 p.m. Plated Lunch and Statewide Updates—The Pavilion
• AEBG Update—Javier Romero
• ACCE Update—Madelyn Arballo
• Noncredit Update—Chantée Guiney
1:30 p.m. Adjournment/Additional Team Time

*Palm A, B, C, D and Montgomery Theater. Refer to the Schedule at a Glance for presentation topics in each meeting room.
BREAKOUTS

Breakouts

FRIDAY
Breakout 1
10:30–11:45 AM
The Ballroom will be available both days for team time during scheduled breakouts, except during Breakout 1, when it will be used for a continuation of the SCDE report discussion.

The Need to Address Non-Cognitive Challenges for College and Career Readiness
LOCATION: PALM A
Eric Miller

Instruction
Noncredit ESL students often face responsibilities that prevent them from consistent and regular attendance. The result is that the lessons can’t effectively develop cognitive skills that require a larger arch, such as those that essentially make up the CCRs, and students miss the chance to internalize such long-term learning experiences. When students work as a group, however, on project-based tasks that require the ongoing presence of each individual participant, they develop a sense of cohort that intrinsically engages this long-term involvement and commitment.

This session demonstrates techniques that can be used to keep students “present” in activities, even when they are absent. Participants will experience ways to use digital communications to engage in a project even though they are not physically present.

Designing and Implementing New Noncredit
LOCATION: PALM B
James Hayes, Joseph Molina

Institutional Effectiveness and Research
Presenters will illustrate and guide attendees on how to design and implement new programs that will help you connect with industry experts and community organizations. During the session the presenter will cover strategies that will help increase revenue for your program. The session will also cover third-party resources available to implement new programs effectively and maximize time utilization for your office.

Entrepreneurial Teaching and Learning: Transforming Lives
LOCATION: PALM C
Michelle Francis, Whitney Clay

Instruction
In this highly interactive session, participants will engage in activities that illustrate the tenets of Entrepreneurial Teaching and Learning. The goal is to transform thinking and encourage noncredit students to seek higher levels of employment and education. In the process of learning how to engage students in the transformative nature of Entrepreneurial Teaching and Learning, participants will have the opportunity to think about how these tenets apply to their own lives as well.

SMC’s Journey into the World of Noncredit Curriculum and Student Services
LOCATION: PALM D
Dione M. Carter, Laura H. Manyweather

Policy, Finance and Administration

Student Services
Santa Monica College’s Journey into the World of Noncredit Curriculum and Student Services: SMC administrators will present their journey into the world of noncredit curriculum and student services. They will share their courageous conversations with faculty, staff, and fellow administrators, along with tips on how to overcome the noncredit stigma. Learn more about how the administrators took action by being inclusive, collaborative, and informative. The administrators will highlight their Santa Monica Regional Consortium for Adult Education (AEBG), noncredit SSSP, and WIOA activities and outcomes.

Strategies for Student Success: The Value of Classified to Noncredit Programs
LOCATION: MONTGOMERY THEATER
Neill Kovrig, Christy Figueroa-Pettis

Institutional Effectiveness and Research
Policy, Finance and Administration

This workshop will allow new or investigating noncredit institutions to learn the basics of what Classified professionals provide in a noncredit student and instructional environment. Hear from Classified professionals in the areas of student
services, including counseling, admissions/records, and special populations; administrative services, including attendance, finance, and scheduling; and instructional support both inside and outside of the classroom. Participants will understand the differences in services and Classified support between credit and noncredit following a robust panel discussion with Q & A.

The Past, Present and Future of Adult Noncredit Education in California (2017)

LOCATION: BALLROOM
Carlos O. Turner Cortez, Michelle Fischthal, Jessica Luedtke
Policy, Finance and Administration
San Diego Continuing Education continues their report presentation from the proceeding general session. Recommendations developed from the 2017 survey data will be shared, and a conversation will be facilitated around the findings and recommendations. This is an excellent opportunity to engage in conversation about both the challenges and opportunities occurring within the field of noncredit education in the California Community College system.

Breakout 2
1:15–2:15 PM

Strategies for Effective Grant Implementation
LOCATION: PALM A
Jan Forstrom, Stephanie Thomas, Magdalena Kwiatkowski
Policy, Finance and Administration
Instruction
What noncredit program does not strive to attain and implement grants to achieve its educational objectives? All noncredit programs may apply for the federal Workplace Innovation and Opportunities Act (WIOA) EL Civics grant with mission to help newcomers to the U.S. achieve academic and work success.

The EL Civics coordinators at San Diego Continuing Education will share: 1) how to apply for the WIOA grant, 2) requirements of the grant including new WIOA regulations, 3) successful strategies for grant implementation, 4) utilization of grant funding to promote student attainment of program Student Learning Outcomes (SLOs), 5) interactive e-scoring of performance-based assessment of oral and written skills, and 6) a gift CD of curriculum and assessments related to applying for a job.

Developing Noncredit Metrics
LOCATION: PALM B
Tina King, Dulce Delgadillo, Jason Makabali
Institutional Effectiveness and Research
Noncredit serves more than 350,000 full-time equivalent students (FTES) and covers close to half of the basic skills work in the California Community College system (CCC). Noncredit metrics, unfamiliar territory for institutional researchers and decision-makers, are currently being defined at a state-level and for some, at an institution-level. This session will present the process of how our newly established research department began developing noncredit metrics and created buy-in among staff, managers, and faculty. Presenters will share the importance of collaborating with departments such as the registrar’s office and program directors in developing noncredit metrics. Given that we are a stand-alone noncredit institution, our research team was in a position to identify barriers and strategies that are unique to noncredit coursework.

Stackable Programs: Designing Certificate Programs to Maximize Student Success
LOCATION: PALM C
Richard Gholson, Edith Quintero
Instruction
Adult noncredit programs face unique challenges when it comes to ensuring students can successfully complete a certificate program. This session will provide insight into this process by looking at how instructors and counselors at SDCE’s Business and Information Technology program worked together to redesign and implement a stackable certificate program. We will look at some of the unforeseen issues that arose, and how collaboration among all stakeholders became key to addressing these challenges.

Chart Your Course for Success: Implementing Noncredit Core Services at Your Institution
LOCATION: PALM D
Yvette Krebs, Ally Garcia, Stephanie Paramore
Student Services
In recent years, California Community Colleges have seen a wave of change with regard to interest in noncredit education. Implementing a new or improving an existing noncredit program requires exploration of student services such as orientation, assessment, counseling, and student education planning, collectively known as core services. In this session, participants will engage with experienced noncredit counselors and a program administrator from North Orange Continuing Education (formerly School of Continuing Education) who will provide an overview of the Student Success and Support Program (SSSP), share tips about how to successfully implement or improve core services, and discuss the role of the noncredit counselor.
Should my college seek WASC accreditation status?

LOCATION: MONTGOMERY THEATER
Madelyn Arballo, Valentina Purtell

Institutional Effectiveness and Research
Policy, Finance and Administration

Although colleges are not mandated to pursue WASC accreditation for noncredit programs, a handful of colleges have earned this status. In order to inform other colleges that may be considering WASC, two noncredit practitioners with WASC accreditation status will explain the benefits, challenges, and relevance to statewide accountability initiatives. After this session, participants will be familiar with the WASC process, be aware of the impact on an organization and program accountability, and then consider whether it is a fit for their own colleges. Attendees will be able to ask questions and discuss all things WASC!

Breakout 3
2:30–3:30 PM

Kindle & Spark! Igniting the entrepreneurial path from the noncredit classroom to boardroom.

LOCATION: PALM A
Aaron Iffland, Matthew Rivaldi

Institutional Effectiveness and Research

Instruction
San Diego Continuing Education offers noncredit courses in Entrepreneurship and Small Business Management. This presentation will show how we bootstrapped an Entrepreneurship Small Business Planning program in 2016 with little resources and created programs that “kindle and spark” the entrepreneurial fire in our students. Learn the no-nonsense approach that focuses on the goal of maximized student success through constrained resources. Come away from this presentation with free Open Education Resources (OER) that can be used in your classroom today.

Embedding Student Services in Adult Basic and Secondary Education Program

LOCATION: PALM D
Maria Czech

Student Services

The Glendale Community College Adult Basic and Secondary Education Program has increasingly integrated student services into each student’s schedule. Among these are tutoring, career counseling, DSPS access, assessment preparation for credit classes, and much more. This session focuses on how a mid-sized adult high school and high school equivalency program has strengthened student success and persistence through embedded student services.

Measuring the effectiveness of adult education programs is the key to maintaining California’s investments in adult education. In 2018, the AEBG Office convened field committees to develop a vision for California’s adult education data and accountability system. This session will describe that vision and its impact on noncredit programs,
including changes to policy, MIS data fields, data collection and reporting, the LaunchBoard Adult Education Data Tab, and data matching that will partially automate the collection of employment, wage, and high school equivalency data. A representative from WestEd, who facilitated the field committee process and prepared the data and accountability white paper for the legislature, and a representative from the Chancellors Office Division of Technology and Research will discuss changes to MIS.

**SATURDAY**

**Breakout 4**  
**9:30–10:30 AM**

**Unique Paths to Growing Short-Term Vocational Programs**  
**LOCATION: PALM A**  
_Tami Pearson, Mary Lange and Jim Uranga_

**Institutional Effectiveness and Research**

Mt. SAC is the fourth largest noncredit program in the community college system, and their fastest growing noncredit programs fall within their Short-Term Vocational (STV) department. At this session, you will learn how to build Career Technical Educational (CTE) programs that can be both responsive to the local economy and flexible to meet the demands of students. Unique avenues to develop new CTE programs will be discussed.

**AEBG Data and Accountability Systems for Adult Education in California**  
**LOCATION: PALM B**  
_Randal Tillery, TBA - Rep from Chancellor’s Office of Technology Research & Institutional Effectiveness_

**Institutional Effectiveness and Research**  
**Policy, Finance and Administration**

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**Technology in CCC Emeritus Programs**  
**LOCATION: PALM C**  
_Pat Mosteller, Mary Burns_

**Instruction**  
The older learner presents certain challenges in designing and implementing instruction that is relevant and user-friendly. Emeritus Programs have piloted a number of innovative strategies that target these learners. This session will discuss some of our innovations, such as a simpler platform for distance education, a combination of face-to-face and distance education, the use of iPads to enhance learning and to engage students, and a specially designed curriculum to teach computer and mobile device literacy designed for the older learner. This session will include time for discussion of possible uses in other departments and institutions.

**Inclusion for Adult Learners with Disabilities Utilizing Service Learning**  
**LOCATION: PALM D**  
_Krisha Warren, Bea Palmer_

**Instruction**

While integration for students with intellectual and developmental disabilities becomes a reality at California’s Community Colleges through the development of noncredit classes and programs supported by AEBG, presenters will share how credit service learning students from MiraCosta College and Cal State San Marcos create a richer and inclusion-based learning experience for adult students with disabilities.

**Improving Pathways to Credit Through Noncredit - Faculty and Student Voices**  
**LOCATION: MONTGOMERY THEATER**  
_Angela Senigaglia, Erica Duran_

**Instruction**  
**Student Services**

Noncredit programs have great potential for helping students to prepare for, and be successful in, credit programs. This session will feature faculty and staff who have used noncredit curriculum, technology, and collaborations to improve student success and transition, as well as current or former noncredit students who will share their stories, answer questions, and explain the role of noncredit in their journeys.
Breakout 5
10:45–11:45 AM

Supporting Engagement of Opportunity Youth Through San Diego Gateway to College and Career

LOCATION: PALM A
Kelly Henwood, Michele Novak-Madrid, and Student Panelist

● Student Services
Many young adults find themselves in the vulnerable position of leaving the K-12 system without attaining a diploma, or have graduated from high school without the skills, resources, or opportunities to enter a viable career pathway. SDCE’s San Diego Gateway to College and Career supports young adults ages 18–24. The initiative utilizes noncredit resources and traditional programming along with specialized services supported with WIOA Title I Youth Funds to support students with case management, internships, and wraparound supports while they pursue secondary education and/or CTE coursework. The session will focus on bridging noncredit and local workforce development resources.

The New World of Noncredit: Expanding Students’ Persistence

LOCATION: PALM B
Hillary Hartman, Mariana Silva

● Institutional Effectiveness and Research
Many adult students embark on an educational journey that ends abruptly. How can instructors promote persistence and expand the new world of noncredit? This eight-step process has proven effective in our program: connect with students, make expectations for attendance and participation clear, build a community and create a safe learning environment, monitor performance, scaffold lessons with review of content, stress content relevancy, and provide opportunities for reflection. First, have students fill out a goal sheet. Create team projects, group work, and icebreakers that foster a safe learning environment. Next, stress content relevance and personalize materials. Offer opportunities for reflection and feedback. The presentation will demonstrate how these steps have given MiraCosta College a soaring 83%–87% persistence rate.
## Day 1:

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<th>Breakout 1</th>
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| 2:30 pm–3:30 pm | **Kindle & Spark!**  
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## Student Services

### Institutional Effectiveness and Research

### Instruction

### Policy, Finance, and Administration
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**Student Services**

**Institutional Effectiveness and Research**

**Instruction**

**Policy, Finance, and Administration**
Participate
Get Involved!

Collaborate
Share Solutions!

Innovate
Be the Future!