

Charge and Membership

Name of Committee or Task Force	Adult Education (Noncredit) Subcommittee
Purpose	The Adult Education Subcommittee provides leadership, coordination and support for the college's adult education agenda, noncredit instruction, and implementation of the annual California Adult Education plan.
Function	<p>The Adult Education Subcommittee will:</p> <ul style="list-style-type: none"> • Monitor the implementation of the LBCC portion of the Long Beach Adult Education Consortium (LBAEC) plan as required by the Chancellor's Office. • Recommend strategies for integrating noncredit instruction and completion into the college. • Assist in mobilizing workgroups, as needed, to implement the LBCC portion of the LBAEC plan. • Provide leadership and direction to build a pathway that will integrate adult education students into the college. • Collaborate with the Curriculum Committee to support the creation of noncredit instructional programs. • Support the communication to the campus and community partners about the goals of the LBAEC plan and report on the progress of implementing the plan and reaching the plan's stated objectives. • Collaborate with IE to collect and examine program data to ensure the progress of AE goals.
Annual Timeline of Outputs	Provide regular summaries of progress on implementing the plan to the Student Success Committee and the College Planning Committee.
Reporting	Reports to the Student Success Committee
Membership	<p>Faculty Co-Chair appointed by the Academic Senate Administrator Co-Chair appointed by the Vice President of Academic Affairs 1 Instructional Dean appointed by the Vice President of Academic Affairs 1 Administrative representative (Dean or Associate Dean) from Student Support Services appointed by the Vice President of Student Support Services 1 Faculty each from ESL, LAR, CTE, and DSPS appointed by Academic Senate 1 Counseling faculty appointed by the Academic Senate Curriculum Chair or designee 2 Classified representative (from Admissions and Records and Student Support Services); 1 appointed by AFT and 1 appointed by Classified Senate 1 Student appointed by the Associated Student Body Research analyst appointed by the Dean of IE 1 Work Force Development representative appointed by the Vice President, Academic Affairs</p> <p>Appointed faculty serve a three-year term limit that is renewable for a second term. Appointed classified staff by the Classified Senate serve a two-year term limit that is renewable for a second term.</p>
Meeting Frequency and Schedule	Monthly, 3 rd Tuesday 3:30PM – 5:00PM

Approved by the College Planning Committee on Nov. 3, 2016 with Revisions Approved on Oct. 11, 2018; Dec. 5, 2019.

