
WCCE Program Alignment Task Force Operating Guide

Task Force Charge

The Program Alignment Task Force leads the development of strategies that connect WCCE non-credit programs with credit-bearing academic pathways at HCC. This group is responsible for creating articulation opportunities, aligning curriculum where appropriate, fostering faculty collaboration, and optimizing the use of institutional resources across both areas.

Primary Objectives

- Identify WCCE programs eligible for articulation into credit programs
- Develop workforce-to-degree pathway crosswalks
- Launch and evaluate articulation pilots with associated faculty training
- Align instructional resources, curriculum elements, and classroom scheduling across workforce and academic offerings
- Build governance structures to maintain long-term alignment and collaboration

Key Milestones

- May–July 2025: Identify WCCE programs eligible for articulation opportunities
- July 2025: Deliver pilot articulation faculty training (pre-pilot)
- August–October 2025: Launch pilot articulation agreements and shared faculty collaboration models
- October–December 2025: Conduct curriculum alignment workshops and finalize shared scheduling policies
- March 2026: Evaluate pilot outcomes and refine articulation and shared resource strategies
- Jul 2026–Mar 2027: Institutionalization Phase: Expand articulation pathways, finalize curriculum governance structures, align scheduling practices permanently

Change Management Focus

- Build faculty readiness to collaborate across non-credit and credit programs
- Shift institutional culture toward viewing WCCE and credit programs as interconnected pathways
- Train advisors and student services staff on workforce-to-degree transition opportunities.
- Build sustainable governance frameworks to maintain alignment efforts over time

Dependencies

- Curriculum alignment workshops must precede any expansion of articulation pathways
- Faculty training must occur before pilot launches
- Pilot evaluations must inform the scope and structure of any broader implementation

Reporting & Escalation Path

- Reports to: WCCE Steering Committee
- Escalates to: Senior Leadership Team through WCCE Steering when institutional resources or curriculum updates or changes are needed

Participation Expectations

- Biweekly full group meetings from May 2025 to December 2025; monthly thereafter
- Active participation from Academic Affairs, Workforce Development, and Advising leaders
- Engagement with curriculum committees and scheduling coordinators
- Contribution to articulation agreement development, scheduling alignment, and resource planning