

**Career Education Advisory Board Meeting Minutes
College of the Canyons – American Sign Language
4/29/2022
William S. Hart Union High School District**

NAMES/ TITLES OF ADVISORY COMMITTEE MEMBERS	Name of Company, Business, College, High School and Title	Email Address	Telephone Number	ATTENDANCE Present or Absent
Chair				
Business Partners including Industry, Non-Profit and Community Based Organizations				
Hope Simon	ASL Interpreter / VRS	hopelUvsasl@yahoo.com		
Program Chair Brittany Applen	College of the Canyons / Department Chair of ASL	Brittany.applen@canyons.edu		X
Dean				
4-year college discipline instructor(s)				
Student Representative(s)				
K12 discipline instructor(s)				
John Dichirico	ASL Teacher / West Ranch High School	jdichirico@hartdistrict.org		X
Discipline faculty				
Esteban Gomez	Adjunct Faculty / COC	Esteban.gomez@canyons.edu		X
Patricia Ivanckovic	Adjunct Faculty / COC	Patricia.ivankovic@canyons.edu		
Lisa McNicholl	Adjunct Faculty / COC	Lisa.mcnichol@canyons.edu		
Deborah Sison	Full-Time Faculty / COC	Deborah.sison@canyons.edu		X
Parent(s)				
Counselor(s)				
Staff				
Other guest(s)				
Kerry Brown	Counselor / COC	Kerry.brown@canyons.edu		X

Harriet Happel	Dean of Career Education, Integrative Learning, and the Employment Center / COC	Harriet.happel@canyons.edu		X
Tom Moran	Instructor / Bakersfield College	tmoran@bakersfieldcollege.edu		X
Terri Goldstein	Director of Academic Accommodation Center / COC	Terri.goldstein@canyons.edu		X

Meeting Commenced: 1:00PM

Meeting Adjourned: 3:15PM

Welcome and Introductions: All

Motion to approve the minutes from the last meeting made by: Tom Moran

Motion seconded by: Hope Simon

All approve

Review of Course Sequence

Hart District:

- Brittany Applen has been in contact with the full-time ASL Instructor at Golden Valley High School in regards curriculum alignment using Signing Naturally.
- Brittany is planning a visit to Golden Valley High School this semester.
- Effort will be made to outreach at the high schools beginning in Fall 2022.

College of the Canyons:

- SIGN 101, SIGN 102, SIGN 103, and SIGN 104 are the program's four language courses that articulate with CSUN and all other UC's.
- SIGN 103, SIGN 104, SIGN 110, and SIGN 112 are the courses offered in the Interpreter Training Program.
- Two-hundred level courses are offered in the second year of the program.
- The Board discussed developing an employer advisory rubric that provides feedback for student interns.

Current Status of Program

Number of students:

- There are eight students enrolled in SIGN 104 this semester.
- Twelve students are enrolled this Spring in SIGN 103.
- Fourteen students enrolled in the Interpreting Program in Fall 2021 but only six students completed the semester.

- There were two student interns in Fall 2021.
- The Spring 2021 semester had twelve students enrolled and nine interns.
- In Fall 2020, there were twelve new student and one student who was completing their level 200 classes.
- All language classes will be capped at fifteen students while being offered via Zoom.
- An online class will be offered this Summer.
- Classes will resume face-to-face in Fall 2022.
- There is consideration to offer the Interpreter Training Program every two years as opposed to every year.

Student success:

- Nine students completed internships in 2020/2021.
- Two to four students may complete the program in Spring 2022.

Student Success – Employment:

- A recent graduate was hired as an Instructional Aide for Burbank USD.
- Several graduates have taken the EIPA and either passed or will be re-taking the assessment.
- Recommendations are needed for tracking Alumni and job placement.

College Now and Dual Enrollment:

- College Now: Three to four classes are offered each semester.
- Two College Now courses were offered in Fall 2021.
- College Now courses were not offered in Spring 2022 and will not be offered in Fall 2022.

Industry

Comprehensive Local Needs Assessment:

- Harriet discussed the Comprehensive Local Needs Assessment with the Board and asked industry representatives to answer questions relating to the program.
- Industry members expressed interest to be guest lecturers and assist with Work Based Learning Projects as well as internships.
- Deborah Sison believes that the curriculum aligns with the skills that are needed in the industry.
- Hope Simon shared that the new course offerings that will be added to the program are vital to prepare students to work in the field.
- Hope expressed that there is a huge market for Video Relay Service/Video Remote Interpreting and believes that curriculum should be added.
- Some students seem to have weak soft skills and may not be prepared for the worksite.
- The skills that Deborah would like students to have include the ability to interpret, the ability to transliterate, and being able to conduct themselves as professionals.
- To address what the college is not doing now, Hope shared that guest lecturers, Work-Based Learning Projects, internships, and new courses should be added.

- Deborah would like for students to have more access to tutors.

Program plan for improvement

New Content/Courses:

- Brittany Applen shared the Program Modification Document with the Board.
- New credit courses for Fall 2023, if possible, include:
 - SIGN 210: Linguistics of ASL – Students will analyze the various linguistic features unique to ASL and apply this knowledge via signature assessments throughout the course.
 - SIGN 211: Deaf Education – Students will study the history of deafness in America with an emphasis on Audism and Social Justice.
 - SIGN 212: Deaf History, Audism, and Social Justice – Students will analyze the history of deafness in America with an emphasis on Audism and Social Justice.
 - SIGN 120: ASL Field Work and Civic Engagement – This course offers direct experience using ASL in formal and/or informal settings as part of projects and/or events requiring knowledge of ASL and Deaf Culture.
- New noncredit courses for Fall 2023, if possible, include:
 - **Introduction to American Sign Language for Family and Community**
*Category of NC: Home Economics (Family & Consumer Sciences) * 1305.60 – Parenting and Family Education Principles and practices of working with individuals in all family forms to positively affect their relationships and dynamics.*
SIGN.NC 001 Introduction to ASL for Family and Community 1A
SIGN.NC 002 Introduction to ASL for Family and Community 1B
These Introduction to ASL classes will be equivalent to SIGN 101 Units 1-6. Offered in non-credit only. These courses are designed for family and community members that desire to increase their skills by gaining knowledge of ASL, Deaf culture and Deaf community. Courses will also benefit those working with deaf colleagues and customers. With credit for prior learning, students can petition to enter SIGN 102.
 - **Conversational American Sign Language for Family and Community**
**Stand-alone courses*
Category of NC: Home Economics (Family & Consumer Sciences)
TOP Code: 1305.60 – Parenting and Family Education Principles and practices of working with individuals in all family forms to positively affect their relationships and dynamics.
These conversational ASL courses will provide students with the opportunity to gain fluency in ASL through real-world application.
SIGN.NC 005: Beginning Conversational ASL for Family and Community
Beginning course designed for students in SIGN 101 or 102, or those with equivalent knowledge of ASL. No prerequisite.
SIGN.NC 006: Advanced Conversational ASL for Family and Community
Advanced course designed for students in SIGN 103 or 104, or those with equivalent knowledge of ASL. No prerequisite.

- **Certificate of Completion: American Sign Language for the Workplace**

Category of NC: Workforce Preparation, modeled after Citrus College.

*TOP Code: Other Education 0899.00**

- **SIGN.NC 010: American Sign Language for the Workplace I**

- **SIGN.NC 011: American Sign Language for the Workplace II**

This certificate is designed to enable people to develop the skills and knowledge needed to communicate effectively with their Deaf co-workers, students, and clients in work and social settings.

- **Certificate of Completion: Pathway to Success - ASL Interpreting**

Category of NC: Short-term Vocational

*TOP Code: ASL Interpreting 0850.10**

- **SIGN.NC 020: Ethical Scenarios in ASL Interpreting**

This course can be taken simultaneously with either of the practicum courses. This space will offer students the opportunity to analyze and discuss ethical encounters and apply the Code of Professional conduct to their work as interpreters.

- **SIGN.NC 021: ASL Interpreting Practicum & Lab I**

Designed for students, working interpreters, graduates, and those seeking national certification. This first course will develop the skills needed to work with a mentor and to begin working on topic and setting based interpreting experiences.

- **SIGN.NC 022: ASL Interpreting Practicum & Lab II**

Designed for students, working interpreters, graduates, and those seeking national certification. As the second class in this series, the settings and content will be more advanced than in the 1st course.

The following certificates have been requested at our Advisory Board for many years. We will not have time to send these through the curriculum process at this time, but we hope to receive approval from PV so we can submit when we are ready.

We hope to bring these to the Curriculum Committee in 2023 - 2025, spreading out the workload.

- Non-credit Certificates (2023 – 2025 to curriculum) include:

- **Certificate of Completion: ASL for Healthcare Workers**

*Category of NC: Workforce Preparation TOP Code: Other Education 0899.00**

- **ASL for Healthcare Workers I (30 - 40 hours)**

- **ASL for Healthcare Workers II (30 - 40 hours)**

These two courses will provide healthcare professionals with American Sign Language skills to communicate directly with deaf and hard of hearing patients.

- **Certificate of Completion: Interpreting in Medical Settings**

*Category of NC: Short-term Vocational TOP Code: ASL Interpreting 0850.10**

Interpreting in Medical Settings I (30 - 36 hours)

Interpreting in Medical Settings II (30 - 36 hours)

These two courses will provide interpreting students and working interpreters with skills needed to work in medical settings.

- **Certificate of Completion: Interpreting in Mental Health Settings**

*Category of NC: Short-term Vocational TOP Code: ASL Interpreting 0850.10**

Interpreting in Mental Health Settings I (30 - 36 hours)

Interpreting in Mental Health Settings II (30 - 36 hours)

These two courses will provide interpreting students and working interpreters with skills needed to work in mental health settings.

- **Certificate of Completion: Interpreting in Legal Settings**

*Category of NC: Short-term Vocational TOP Code: ASL Interpreting 0850.10**

Interpreting in Legal Settings I (30 - 36 hours)

- **Interpreting in Legal Settings II (30 - 36 hours)**

These two courses will provide interpreting students and working interpreters with skills needed to work in legal settings.