



MERCED COLLEGE
CHILD DEVELOPMENT ADVISORY
COMMITTEE MEETING MINUTES
MINUTES, TUESDAY, APRIL 2, 2019
3:00 p.m. – 4:00 p.m.
CDCM-16

Facilitator: Dr. Libby Soria
Note Taker: Maria Soto

Attendees: Donna Acheson, Kirsty Brace, Andrea Cruthird-Mays, Dr. Cristina Garcia, Jessica Gutierrez, Christie Hendricks, Jennifer Hobbs, Michelle Joseph, Martina Marquez-Ramirez, Stacey McCarrick, Anna Silveira, Dr. Libby Soria, Amy Taylor, Samantha Thompson, Harpreet Takhar and Pakoula Vang.

1. Welcome

Dr. Libby Soria welcomed everyone; each attendee introduced themselves and their organization.

2. Approval of 2018 Minutes

- Libby made a motion to approve the 2018 minutes. It was second by Cristina Garcia; motion passed.

3. Handouts/Shared Documents

- Agenda
- On-Line Child Development Courses currently offered.
- Questionnaire on how to improve the Child Development program.
- Flyers promoting CLDV-30 & 30L; CDLV-56 & CLDV-65A, B, & C.
- Brochures for the CLDV and Mentor Program, and the Child Development Training Consortium.

4. MC CLDV Program

- Libby reported that the CLDV Graduate Awards and Certificates from 2013/2014 through 2017/2018 were reported, in addition to race/ethnicity and age of CLDV student population.
- Stacey reported that CLDV continues to work on the monolingual Spanish language child development course. This course must be co-listed with an ESL or English course. She is meeting with non-credit to explore a non-credit ESL course with the Spanish child development course. Pairing the non-credit/credit courses would be beneficial to students since the non-credit course would be free.

- **On-Line Child Development Courses currently offered**
 - CLDV-01, 02, 03, 05, 06, 09, 10, 30, 37, 38, 65A-65I
 - Course offered on a semester rotation.
 - ✚ Fall~ CLDV 37 online and 10 & 38 face-to-face
 - ✚ Spring~ CLDV 37 face-to-face and CLDV 11
- **Certificates: I/T, School Age, TK, Administrative**
 - **Infant toddler certificate:**
Martina mentioned, now that our infant toddler classes are three units, our numbers have been low in terms of enrollment. CLDV 30 infant toddler development now has a prerequisite of CLDV 01, which could have an effect on our numbers. CLDV 30 is also the prerequisite for CLDV 30L. So students can no longer take the classes at the same time. A flier advertising the courses in the fall are in your packet, please help us to promote these classes so they can continue to be offered every year.
 - **School Age certificate:**
Martina mentioned that in the fall they will be offering CLDV 56 school age development. This class is part of the school age certificate. We need some help getting the word out about this class as it hasn't been offered in years. If this class is successful we will continue to offer the classes that are part of this certificate. I would also like to partner with the Access Program to be sure that the classes are offered at times that are convenient for their teachers.
 - **Transitional Kindergarten (TK) certificate:**
Kirsty mentioned that CDLV-65B, C, & E. are going to be offered in fall 2019. These courses are offered on a rotating bases. They are 1 unit hybrid courses. This year TK workshops will be in Turlock.
 - **Administrative Certificate:**
Libby mentioned that Administrative courses are in the Curriculum process to be offered as a response to earlier advisory meeting requests to offer a fully online certificate. We will also consider offering admin A and B as two 9 week courses so that the certificate can be completed in one semester.
 - **It was advised to call the new certificate Foundations in Early Learning.**

5. CDTC Grant-Libby

- Libby announced that she has taken over the grant and that we were allotted 500 units for 18/19 year. She thanked everyone for advertising the grant as we will make our units this year. Data regarding who is applying for the grant was requested. She will inquire the grant.
- **Vote on Prioritization**
Advisory Committee approved \$20 per unit payout to students at a "first come, first serve" prioritization.

6. Mentor Program-Martina

- Currently we have 9 active mentors. Our grant funds 11 mentors. I have advertised to various agencies that we were accepting new applications for the Mentor Program this spring. I only received one new application. Please let me know if you have anyone who you would recommend to be a Mentor. Qualifications are that they are at the Master Teacher level of the permit matrix, have been at their site for at least one year and have completed CLDV 37, the Adult Supervision course.
- We are also looking for Director Mentors. To qualify you may currently be a director or may have been a director in the past.
- Our Mentors are very strong this year. They are wonderful role models of high quality for our students.

7. Questionnaire

- What courses do you feel should be offered to best support your program?
 - Expansion of I/T & PK programs will impact the increases need for staff. Anything you can do to recruit would be great.
 - School-Age Courses.
 - Dual-Language Courses.
 - Courses around working with other ECE professionals.
- What qualifications and/or skills are you looking for when hiring?
 - Basic workplace skills conflict with resolution.
 - Experience (paid or volunteer) working with children.
 - NCLB or 48 college units.
 - Interviewing skills.
 - Someone who has knowledge about child development and more specifically. Language development and working with families.
- When are the most convenient times for your employees to take courses?
 - Evenings
 - Mornings
 - Weekends
 - Online
- How can we improve the effectiveness of our Child Development Program?
 - Additional opportunities to hear what is happening at the college
 - Continued partnering with child development communication.
 - Continue to promote certificates.
- Do you have any PD, volunteer, or job opportunities for our students?
 - QRIS Coaching team mentor id
 - Head Start-continued partnership.
 - ASSETS program both volunteer and job opportunities.
 - MCOE-Contact Samantha Thompson.
 - Hmong Culture camps-volunteer.
- Is there anything else you would like to request of the program?

- Thank you all for the support you offer MCOE & the Early Learning Workplace.
- Our program administration team would be open and love to collaborate and come share opportunities in course sessions as well.

8. Announcements

- Week of the Young Child- Kirsty will announce to the CLDV Club to see if they will participate in a booth Saturday, April 13th.
- Andrea Cruthird asked if the Job Fair will be held this year. Kirsty mentioned that to her knowledge it was the first time anyone in the community inquired about this year. The Job Fair is not an assignment for CLDV 7L this spring due to the lack of participation. Only two agencies showed up last spring. She and April Heft have been the only ones putting it together each year and hosting it. Our students are encouraged to attend MCOE's on May 11th for recruitment of teachers.

9. Other

- We welcome your input as we strive to make our program successful and assist our students in becoming employable in the community; please contact Dr. Libby Soria at libby.soria@mccd.edu.

Respectfully, Maria Soto, Secretary, Area 4B & C