**Child Development and Education Department**

**Winter 2019 Advisory Board Minutes**

**February 8, 2019**

**10:00AM - 12:00PM**

**Building 73, Room 1810**

 ***Industry Representatives Mt. SAC Faculty, Deans, and Staff***

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| Patty Uba- Options for Learning | Amy Blandford-University of La Verne | Dr. Fawaz Al-Malood, Associate Dean | Darlene Landeros, Co-Chair  |
| Heidi Carranza-Pomona USD | Giselle Navarro-Cruz- Cal Poly Pomona | Karen Curran, Mentor Program | Tony Henry, Co-Chair |
| Tamika Addison-Mt SAC CDC |   | Amber Purnell, Observation Lab Lead | Estela Mejia-Gonzalez, Faculty |
| Shireetha Gethers—Rio Hondo College CCCollege College |  | Tianshu Pan, Student Representative | Lucie Melendez, Faculty |
| Bobby Guerrero- Pomona USD |  | Charles Newman- TPI Coordinator  | Doug Hughey, Faculty |
|  Christine Seitsinger- Pomina USD  |  |  | Cecelia Thay, Faculty |
| Tim Kovacs- Baldwin Park USD |  |  | **Recorder:** Estela Mejia-Gonzalez |

| **Item** | **Discussion** | **Outcome/Action Needed** |
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| **Welcome and Introductions** | Meeting was called to order at 10:03AM by Darlene Landeros, CDE Co-Chair, followed by brief introduction from attendees. |  |
| **Minutes approval** | 2017-18 CDE Advisory Minutes (February 4, 2018) was reviewed and approved via email; a hard copy was provided to attendees. | Minutes are posted on Mt SAC Business Division webpage. |
| **New Full-time CDE Faculty** | As an outcome of the CDE Advisory recommendations, not one but two new full-time CDE faculty members were hired. Lucie Melendez and Estela Mejia-Gonzalez shared a brief introduction of themselves.  |  |
| **Business Division**  | Division Associate Dean Dr. Fawaz Al-Malood shared the one year anniversary occupancy of the new Business and Technology Complex (BTC), bond measure to bring much needed new facilities and replace old facilities; the new statewide funding formula which will impact funding for Mt. SAC and other community colleges; and the BCT sponsored successful high school outreach event on 1/31 and 2/1, (which included 10 high schools). |  |
| **Mt. SAC Child Development Center**  | Tamika Addison shared updates regarding the CDC. They are in the process of hiring permanent front desk staff, and 2 new ECE specialist were hired. A Mt SAC CDC Partnership with Baldwin Park Early Head Start began in fall 2018. The ECE Teacher-Student Apprenticeship is in the final stages of approval, which will be the first Mt. SAC program to achieve approval by the CA Department of Apprenticeship Standards. |   |
| **Advisory-Driven CDE Program Improvements**  | The following are outcomes of past CDE Advisory recommendations:* Two new full-time CDE faculty members were hired - Lucie Melendez and Estela Mejia-Gonzalez.
* Expansion of Distance Learning/On-line course offerings – CHLD 64 Health, Safety, and Nutrition for Young Children will be offered on-line this spring, taught by Professor Thay.
* Courses were developed and offered for a 2nd year for students to gain specialized skills and knowledge to work with infants and toddlers:

CHLD 79 Infant/Toddler Care and Education (3 units) - offered fall 2018CHLD 86 Infant/Toddler Practicum Seminar (2 units) - offered spring 2019CHLD 87 Infant/Toddler Practicum Field Work Experience (1 unit) - offered spring 2019* Cecelia Thay shared the Early intervention and Inclusion Certificate is in final stages of approval (anticipated approval fall 2019). CHLD 80 Curriculum and Strategies for Children with Special Needs (3 units) has been developed to align with CAP requirements (anticipated approval fall 2019). CHLD 80 approval is necessary in order for the certificate to move forward for approval.
* Child Observation Lab has shown high-volume usage by students and requires multiple employees to meet student need. New student Lab Assistants were hired with Perkins funding; Joel Cota, Liane Cheng, and Tianshu Pan.
 | Giselle Navarro-Cruz (Cal-Poly) commented this certificate will be very useful to Cal-Poly students since the courses are transferable and early intervention units are in high demand within the field. |
| **Curriculum Review and Modifications** | **Distance Learning/On-line Course Offerings:** It is recommended to develop expanded offering of Distance Learning/On-line courses; specifically CHLD 1, CHLD 5, CHLD 11, CHLD 68, CHLD 73, CHLD 75, CHLD 79, CHLD 84. This includes 7 out of 13 courses required for the Child Development AS degree.  | Advisory recommended to expand CDE Distance Learning/On-line Course Offerings. Motioned – Karen Curran Seconded – Giselle Navarro-Cruz |
|  | **Children’s Program Certificate: General – Level I (E1326):** It is recommended to update language so certificate earners count in new college funding formula. Course content will not change (includes CHLD 1, CHLD 5, CHLD 6, CHLD 11). | Advisory recommended to update Certificate Level I (E1326). Motioned – Tamika AddisonSeconded – Karen Curran |
|  | **CHLD 1** Child, Family, School & Community (3 units) – The current prerequisite is eligibility for ENGL 68. Since this requirement will be void with new English eligibility requirements in 2019-20, it is recommended to change the prerequisite to completion of ENGL 1A OR concurrent enrollment in ENGL 1A or ENGL 1A/ENGL 80. This prerequisite will adequately prepare students for success with CHLD 1 writing assignments. | After discussion, the advisory recommended the department gather more information prior to changing the ENGL prerequisites for CHLD 1.Motioned – Patty UbaSeconded – Karen Curran |
|  | **CHLD 61** Language Arts and Art Media for Young Children (3 units)Recommended for 4-year review. | Advisory recommended to update CHLD 61 for 4-year-review. Motioned – Karen CurranSeconded – Amber Purnell |
|  | **CHLD 62** Music and Motor Development for Young Children (3 units)Recommended for 4-year review. | Advisory recommended to update CHLD 62 for 4-year-review. Motioned – Patty UbaSeconded – Karen Curran |
|  | **CHLD 63** Creative Sciencing and Math for Young Children (3 units)Recommended for 4-year review and to change course title to “Math and Science for Young Children” | Advisory recommended to update CHLD 62 for 4-year-review and change course title to “Math and Science for Young Children.” Motioned – Karen CurranSeconded – Lucie Melendez |
|  | **CHLD 66** Early Childhood Development Observation & Assessment (2 units)**CHLD 66L** Early Childhood Development Observation & Assessment Laboratory (1 unit) Recommended that curriculum review occur 1 year early to create manageable cycle of courses under 4-year review. | Advisory recommended to update CHLD 66 & 66L for review. Motioned – Gizelle Navarro-Cruz Seconded – Amy Blandford |
|  | **CHLD 68** Children with SpecialNeeds (3 units) – The current prerequisite is eligibility for ENGL 68. It is recommended to change the prerequisite to completion ENGL 1A OR concurrent enrollment in ENGL 1A or ENGL 1A/ENGL 80. This prerequisite will adequately prepare students for success with CHLD 68 writing assignments. | The advisory recommended the department gather more information prior to changing the ENGL prerequisites for CHLD 68.Motioned – Shireetha GethersSeconded – Karen Curran |
|  | **CHLD 71A** Administration of Child Development Programs (3 units)Recommended for 4-year review and revision of language to align with CAP (Curriculum Alignment Project). Submit for CAP approval so course is transferable to any CAP aligned CSU.  | Advisory recommended to update CHLD 71A align language with CAP and submit for CAP approval. Motioned – Christine Seitsinger Seconded – Tamika Addison |
|  | **CHLD 71B** Management/Marketing/Personnel in ECD Programs (3 units)Recommended for 4-year review and revision of language to align with CAP (Curriculum Alignment Project). Submit for CAP approval so course is transferable to any CAP aligned CSU. Remove prerequisite CHLD 71A and replace with same advisory as CHLD 71A: CHLD 1 and CHLD 5 and CHLD 10 or CHLD 10H.CHLD 71A is only offered in fall and CHLD 71B is only offered in spring. Removing the CHLD 71B prerequisite will eliminate barriers to enrollment. | Advisory recommended to update CHLD 71B align language with CAP and submit for CAP approval. Also, remove prerequisite CHLD 71A and replace with advisory: CHLD 1 and CHLD 5 and CHLD 10 or CHLD 10H Motioned – Tamika Addison Seconded – Amber Purnell |
|  | **EDUC 10** Introduction to Education (3 units)Recommended for 4-year review and revision of language to align with C-ID EDUC 200 (Course Identification Numbering System). Re-submit for C-ID approval so course will articulate with any other course with the same designation for course content credit (Universities of California, the California State Universities, and other California independent colleges and universities). | Advisory recommended to update EDUC 10 for 4-year-review and align language to align with C-ID and submit for C-ID approval.  |
| **Child Observation Laboratory** | In 2017-18, 4,265 students observation visits took place!The Child Development Center and Child Development and Education Department collaborate to train students as future teachers/practitioners with a broad knowledge of child development theory, observation and assessment, and hands-on application.Child Observation Laboratory Assistants support Child Development students in the successful completion of course assignments which require child observation and/or ECE classroom observation. Such support includes individualized tutoring for students who require assistance using an objective, detailed writing style required for observation reports. The Lab Assistants enhance student success by providing increased access to a high-quality early care and education site to gather data for child observation assignments. Courses that require child observation, ECE classroom observation or participation include CHLD 5, CHLD 6, CHLD 10 & 10H, CHLD 11, CHLD 50, CHLD 51, CHLD 62, CHLD 66/66L, CHLD 67L, CHLD 68, CHLD 73, CHLD 85, CHLD 87, and CHLD 91.For the past two years, the Department has requested (via EPIE) a permanent full-time lab Coordinator to meet the complex requirements of operating this unique lab. This request ranked as the Business Division’s highest staffing priority for 2018-19. For the past 5 years, the Child Development & Education Department has managed the operation of the Lab staff through temporary Perkins and Title V funding. A temporary, Professional Expert (Perkins funded) helps coordinate the management of the lab (part-time 8 hours per week). A permanent part-time (19 hour per week) lab assistant was employed 1/3/2016 and resigned 7/31/2018 (the position is being advertised).  | Advisory strongly recommended the need for campus to hire a full-time Coordinator to supervise the Child Observatory Lab, under the Child Development & Education Department.  |
| **California Early Childhood Mentor Program (CECMP)** | Karen Curran presented regional updates and the status of the California Early Childhood Mentor Program. There are currently 22 mentors, one new mentor is at Fairplex and 4 new applications are being reviewed.Mentor Director Leadership Conference – Building Bridges: Equity and Diversity in ECESaturday, March 23 9AM-3PM at Mt SAC Building 73 classrooms |  |
| **Perkins Funding**  | Cecelia Thay reported that the 2018-2019 budget request was $59,182 and the CDE Department was awarded $31,336 to cover personnel costs for the Child Observation Laboratory:1 Professional Expert - $96003 Lab Assistant/tutors to directly assist students - $21, 736.Perkins funding exclusively funds lab personnel (other funding sources have ended). Professional development/conference funding was not approved, however, we have petitioned for these funds as year-end spend down funds are available.  | Cecelia Thay requested participants complete survey to prioritize Perkin requests for the 2019-20 proposal. |
| **Apprenticeship/****Strong Workforce** | Mt. SAC Strong Workforce CTE funds are used to prepare professional educators with the knowledge, competencies and skills necessary for successful work in the field of Child Development. We provide Child Development Center student employees (apprentices) with on-the-job coaching and training who are working towards completing a Child Development certificate and/or a degree and are emerging Early Care and Education professionals. An updated, comprehensive Apprenticeship Student Handbooks is in the final stages of development.Two CDC floaters have been providing classroom support when CDC Specialists deliver weekly coaching and support to participants. Marketing funds were secured through the Business Division to purchase promotional banners, bus ads, books and promotional materials to promote the apprenticeship and the CDE program.Cecelia Thay and Tony Henry serve as co-coordinators. |  |
| **Current Program Needs** | Because the Child Development & Education Department understands the importance of developing a thoughtful and intentional plan to positively shape the early childhood education profession, we are eager to gain input regarding the conditions influencing the department’s effectiveness. The Department’s current goals are:1. Obtain a full-time Coordinator for Child Observation Lab
2. Continue Perkins support with student mentors, student Lab assistants, professional development.
3. Make program improvements to meet current trends - program development, equipment, professional training
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| **Child Development Training Consortium (CDTC)** | The CDTC stipend program supports students by paying for permit application and livescan fees. Unit reimbursement ($20/unit) is also available to students currently working in the field to promote career advancement. Darlene provided a survey for participants to complete. | According to the survey, the large majority of participants recommended to continue the unit reimbursement process for the 2019-20 upcoming contract. |
| **Articulation** | The CDE Department hold agreements for articulating courses with local High Schools, Regional Occupational Programs and Adult Education Programs. CHLD 5, CHLD 64 and CHLD 61 are courses approved by the college for credit by exam. Credit by Exam proctoring occurs twice a year (end of fall and spring semesters). On 11/20/18, two exams were administered: CHLD 5: 7 students took the exam, 3 earned a “C” or better = 42.8%CHLD 61: 7 students took the exam, 3 earned a “C” or better = 42.8%Spring articulation exam dates are May 10 and 17, 2019. Kisha Williamson serves as the articulation lead. |   |
| **Child Development & Education Scholarships** | The Department offers a number of scholarships ranging from $500 to $2000 for students majoring in Child Development & Education. Scholarship applications are available on-line – application submission deadline is early April. <https://www.mtsac.edu/scholarships/> The annual Child Development & Education Awards Ceremony is 5/24/2019 5:00-7:00PM. Kisha Williamson serves as the lead for CDE scholarships and the CDE Scholarship and Awards Ceremony. |  |
| **Public Comment/ Announcements** | The CCCECE Board is currently seeking nominees for the following offices:Vice President of Public RelationVice President of Programs ( Southern California)Catalyst LiaisonLab School LiaisonStatement of Interest forms must be sent by February 20 to Donna Greene at dgreene@collegeofthedesert.eduCurrent state and local issues will be presented for discussion at the upcoming CCCECE Region 9 meeting, hosted by College of the Desert, March 23, 2019 and information will be forwarded to attendees.Bobby Guererro shared that Pomona Unified opened 14 new ECE classrooms and are in need of applicans to fill depleted substitute pool. They are also participating in a unique 3-year study to examine long-term outcomes of children who participate in preschool. |  |
| **Summary of Recommendation** | 1. Expand CDE Distance Learning/On-line Course Offerings.

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| Motioned – Karen Curran | Seconded – Giselle Navarro-Cruz | Approved  |

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| 2. Update Children’s Program Certificate: General – Level I so certificate earners count in new college funding formula.

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| Motioned Tamika Addison  | Seconded – Karen Curran | Approved  |

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| 3. The advisory recommended the department gather more information prior to changing the ENGL prerequisites for CHLD 1.

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| Motioned – Patty Uba | Seconded – Karen Curran | Approved  |

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| 1. Update CHLD 61Language Arts and Art Media for Young Children for 4-year review.

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| Motioned – Karen Curran  | Seconded – Amber Purnell | Approved  |

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| 1. Update CHLD 62Music and Motor Development for Young Children for 4-year review.

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| Motioned – Patty Uba | Seconded – Karen Curran | Approved  |

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| 6. Update CHLD 63Creative Sciencing and Math for Young Children for 4-year review and to change course title to “Math and Science for Young Children”

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| Motioned – Karen Curran  | Seconded – Lucie Melendez | Approved  |

7. Update CHLD 66 Early Childhood Development Observation & Assessment and CHLD 66L Lab.

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| Motioned – Giselle Navarro-Cruz | Seconded – Amy Blandford | Approved  |

8.The advisory recommended the department gather more information prior to changing the ENGL prerequisites for CHLD 68.

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| Motioned – Shireetha Gethers | Seconded – Karen Curran | Approved  |

9. UpdateCHLD 71AAdministration of Child Development Programs for 4-year review and revision of language to align with CAP. Submit for CAP approval.

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| Motioned – Christiane Seitsinger | Seconded – Amber Purnell | Approved  |

10. UpdateCHLD 71BAdministration of Child Development Programs for 4-year review and revision of language to align with CAP. Submit for CAP approval. Remove prerequisite CHLD 71A and replace with advisory: CHLD 1 and CHLD 5 and CHLD 10 or CHLD 10H.

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| Motioned – Tamika Addison | Seconded – Amber Purnell | Approved  |

11. EDUC 10Introduction to Education-Recommended for 4-year review and revision of language to align with C-ID EDUC 200

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| Motioned – Giselle Navarro-Cruz | Seconded – Tamika Addison | Approved  |

12. Recommended need for campus to hire a full-time Coordinator to supervise the Child Observatory Lab.

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| Motioned – Giselle Navarro-Cruz | Seconded – Tamika Addison | Approved  |

13. Recommended to apply for new round of Strong Workforce funds.

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| Motioned – Tamika Addison  | Seconded – Lucie Melendez | Approved  |

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| **Adjournment** | 12:45PM |  |