

## **CDTC Fall 2013 Advisory Committee Meeting MINUTES**

El Camino College/ El Camino Compton Center

El Camino College, Teacher Resource Room, ARTB 313

October 17, 2013

6 p.m. to 7 p.m.

### **Members Present:**

**El Camino:** Susan Baxter, Michelle Moen, Sharon Cortez, Christina Mundt, Toni Newman, Dr. Janet Young, Antoinette Phillips, Noemi Santa-Cruz **Regrets:** Julie Caballero, Nubia Cornejo, Sharon Cortez, Paul Harley, Dr. Gloria Miranda Jennifer Montgomery **Compton:** Shirley Edwards, Hoa Pham, Cheryl Williams, Sandra Scranton–Lee, Theresa Clemente Pam West, Regrets: Dr. Wanda Morris

**Agenda 1** Greetings and Introductions; S. Baxter greeted Advisory Committee members, introductions were made around the room. S. Baxter introduced Michelle Moen as the CDTC El Camino Campus Co-Coordinator for 2 terms. M. Moen will take over the position for the 2015-2016 terms when S Baxter will step down.

**Agenda 2** Due to Dr. Young's need to leave early to teach a night class, the Agenda order was changed to accommodate Dr. Young's agenda items.

**Agenda 3** El Camino Child Development Center (CDC) Update: Dr. Young stated that President Fallo recommended to the Board that the CDC be closed in 1 year (June 2014). The Childhood Education Department was given 1 year to try and turn the center around. J. Montgomery left her teaching post to become interim director July 1 2013. To date, President Fallo still wants to close the center. The Department is in the process of creating a Recovery Report (Attached) that will update the Board on the progress since July 2013 and why the CDC is critical to the healthy o the Childhood Education Department. The Recovery Report highlights the increased enrollment form 14 children to 58 children a 41% increase in just 3 months, the need to support the role of mentorship o the CDC staff and students for observational work and practicum work. A. Phillips suggested that Board Members be called and informed before the meeting in a weeks' time. S. Baxter said the Union and Academic Senate has responded to the situation in a positive way and is fully behind the CDC in that regard and will be at the Board Meeting. T. Newman said the closing of the CDC is a dream dying. S. Edwards felt it would be a huge disservice to the community.

**Agenda 4** CAP: Dr. Young informed the committee that El Camino is CAP aligned and is participating in the CAP Expansion project and will keep the Advisory updated with the process.

**Agenda 5** SLO: Dr. Young reported that the Childhood Education Department was the first in the College to complete both the PLO and SLO revisions through a lot of collaborations through emails between faculty in both campuses. Dr. Young continued by saying that the Spring Flex Day will have a workshop to realign the SLOs to the new 4 year timeline for Fall 2014. P. West expressed gratitude to Dr. Young for her leadership in the work on the departments SLO's and PLO's

A. Phillips suggested and set a recommendation that the Advisory Committee put on record that the Committee support that the CDC remain open. A Phillips moved that: *I, Antoinette Phillips recommend that as part of the Advisory Board the Child Development Center stay open so that the CDC is continued to be used as a lab school and as a service to the community.* S. Corte seconded the motion.

**Agenda 6** CDTC Business: S. Edwards reported that she has visited classrooms and distributed profiles and hope to meet the 400 units contracted from the CDTC down 100 units from the 500 units the year before. S. Edwards expressed concerned about meeting contract units with the continued closure of programs in the community. S. Baxter reported that the El Camino campus units are up compared to the last few years and have met over half the contracted unit units (800). She continued by explaining that the CDTC is putting the profiles on line for Spring 2014 and that a workshop for doing profiles on line would be helpful. The 20,000.00 budget will go to stipend and supplies for curriculum classes. S. Baxter asked Advisory Board for approval to continue with the current Eligibility priority for Stipends. There was no opposition. S. Edwards stated that Compton campus continues to use the reimbursement process of Books, tuition and parking fees.

H. Pham said that at Compton the enrollment of the 2 new courses, CD 115 and CD 106 both have low enrollment. M. Moen said that CD 115 is at 25 and that El Camino has not started CD 106 yet as the faculty that is responsible for that course J. Montgomery, left to be interim Director at the CDC. Discussion followed about promoting the new classes on the College website, facebook and twitter.

**Agenda 7** Information Update: S. Baxter referred the Advisory Committee to the attached packets of information collected at the Fall 2013 CDTC Annual Meeting. She addressed each handout and updated the members on the changes and revised information from the field and encouraged the members to take the information back to their colleagues and workplace. There were no questions from the members.

**Agenda 8** Conferences/Workshops: M. Moen reported that The annual fall Conference is set for November 16, has a Language Arts focus and is a half day and will support 300 people. The conference will sell out and is only 10.00. It provides Professional Growth opportunity. For students who need a free workshop an Adjunct Faculty and Advisory Board member, Jocelyn Tucker ran a CLASS workshop which was well attended and very informative. M. Moen said that there needs to be more information and support of Professional Growth opportunities. It can be hard to find workshops that are affordable for a teacher's income.

**Agenda 9** Compton Update: P. West shared that the *Early Educators' Club* kick-off. The response from students and there are excited about being professional and working together. They have raised 300.00 and at the first meeting will hold the elections of the officials.

**Agenda 10** El Camino Update: S. Baxter extended Dr. Miranda's regrets and that Dr. Young had covered El Camino's current progress earlier in the meeting.

**Agenda 11** Mentor Program: S. Edwards said that they have 12 mentors with placements or teacher/directors and 2 family daycare settings. She continued by stating that there are more students than there are spots in the community that offer best practices. T. Newman said that with J. Montgomery as the new Director at the El Camino CDC there are 9 students that are mentored in the center

**Agenda 12** Permits/Seeds: S Cortez reported that 650 people have applied for a permit and that she has assisted over 1000 students. The Attached report sets out the rest of the numbers In the events of the SEEDS program closing she has been retained as a part time permit specialist that will continue to support El Camino and Compton campus.

**Agenda 13** CDC: S. Edwards reported that the Compton CDC is part of the *Child Signature Program* part of an LAUP contract that includes 10 infants and 10 toddlers to 2 years that started fall 2013 which is a very positive experience for both families and students. T Newman reaffirmed her desired that the El Camino CDC stays open and expressed her appreciation to the faculty for their hard work to fight the closure of the center and to keep the dream of a lab school, started by Antoinette Phillips, alive. A. Phillips continued by saying the Faculty has always worked hard to make the center work and had often met resistance from Administration and the need to have a Lab School as a continued education for the students.

**Agenda 14** Plan Builder: S. Baxter reported that the needs of the Childhood Education Department has included the need for a Lab School that uses best practices in Plan Builder as well as ways to further support a permanent classified position for a permit specialist and ways to support the Teacher Resource Room (TRR)with materials and supplies.

**Agenda 15** Teacher Resource Room (TRR): N Santa-Cruz shared that due to the increase in classes and needs for rooms the TRR had to reduce its hours. It has been very supportive space for students with Super Tutor support being well used. S. Baxter noted how the work of the Super Tutors has been really supportive of the growth of the entire program.

**Agenda 16** Member's Update: C. Williams told the Advisory about the CPIN workshops that are available to teachers and students. They take place every month and information is available on their website. T. Clements stated that S. Edwards work of opening the center and putting in the lab was a great asset to students and is a good resource as well as nurtures students.

**Agenda 18** Spring: S. Edwards suggested a possible meeting in March since there was not Winter Session and the term would start earlier. She advised the membership that she would let them know

S. Baxter, M. Moen and S. Edwards, thanked everyone for attending the meeting, please contact us if they need any support and we looked forward to seeing them in the Spring.

Meeting adjourned at 7:10