

**El Camino College Childhood Education Department  
Compton Center Childhood Education Department  
Minutes for Fall 2015 Advisory Committee meeting**

Details: November 19, 2015

6:00 pm to 7:00 pm

ARTB 313 Teacher Resource Room

Attendance (El Camino): Dr. Gloria Miranda, Dr. Janet Young, Jennifer Montgomery, Michelle Moen, Noemi Santa Cruz, Nubia Cornejo, Brittany Wilson, Francine Buiton, Paul Harley, Janice Jefferis, Toni Newman, David Welch, Francine Buitron, Joyce Bettles, Zubia Khan

Attendance (Compton Center): Shirley Edwards, Dr. Hoa Pham, Sandie Scranton, Antoria Davis

Regrets: Nancy Alvarez, Antoinette Phillips, Christine Mundt, Susan Baxter

The meeting convened at 6:04 pm. M. Moen welcomed the advisory members and introductions were made.

**Agenda Item 2**

M. Moen gave a brief summary about the CDTC as there were a couple of new members on the board. She shared part of the information from the recent CDTC Annual Report Summary, including programs offered as well as statistics (Summary of Services.)

She also shared the current CDTC budget (with El Camino College) of \$20,000 for the year 2015-2016. This fall the department accepted 491 units from 69 students. The program budget is for 800 units for the school year, so the department has more than met half of its units already.

M. Moen invited J. Montgomery and J. Young to address the tenth agenda item regarding Mentor Teacher Program. J. Montgomery began by stating the required qualifications to be a mentor. She mentioned it is a struggle to find mentors. The department is trying to rebuild the program since there are so many closed programs, including the El Camino Child Development Center. With the closure of the campus child development center our program lost 3 mentor teachers. Dr. Young continued to say that recruiting new mentor placements for the Practicum students has been really challenging because most area sites are requiring students to have fingerprint clearance and a t.b. test. Some sites even charge for students to observe at their site. J. Jefferis has a list of potential sites which may have mentors. This list will be shared with Dr. Young. Several advisory committee members (including Brittany Wilson, David Welsh and Zubia Khan) suggested their places of employment as possible Mentor or Practicum sites.

Dr. Young thought we might consider sending out a formalized letter to sites in the community requesting their support. J. Young stated that finding observation sites is getting particularly complicated because many of them are now also form requiring MOUs (Memos of Understanding). She said El Camino now has two (2) formal M.O.U.s with Lawndale School District and TRF Head Start. It took a year to get Lawndale's M.O.U. completed. We need to nurture this and other relationships in order to have quality sites for our students to conduct their student teaching.- The department plans to

apply for CTEA funds to hire a community liaison who will conduct an outreach program to find qualified mentors and director mentors as well as observation sites for our students. J. Young mentioned that it takes a great deal of time to build trust with school districts and area centers before they feel comfortable allowing our students their classrooms. J. Young finished this discussion by saying that we need to keep working on putting the word out. The Advisory Committee unanimously supported this effort reiterated the importance of high-quality classroom room experiences to prepare students for the field of early childhood education.

S. Edwards shared that Compton Center's contract with CDTC is \$10,000. They have 400 units for the school year and this fall met about half of them.

### **Agenda Item 3**

J. Young gave a brief overview of the Curriculum Alignment Project (CAP) and CAP Expansion programs. She mentioned that H. Pham was very helpful in the process. A total of 15 courses have now been formally aligned with these statewide standards.

### **Agenda Item 4**

J. Young followed up on the Program Review, which is completed every 4 years. It was presented to the Academic Program Review Committee and was very well-received. The committee provided feedback and asked for additional history of the program relating to the Teacher Education Program and the Child Development Center. A copy of the Program Review will be sent to the Advisory Committee once it is finalized.

### **Agenda Item 5**

J. Young stated we are up to date on our department's SLOs. We are continually assessing, evaluating, developing an action plan and working on the follow up.

### **Agenda Item 6**

J. Montgomery shared that.....The department received funding (\$38,000) last year for partial funding for a Permit Specialist. It was for only 25 hours and will be shared between both campuses (El Camino and Compton). The amount of funding was \$100,000. LAUP ends June 30, 2016 with no other funding source in sight. They will continue in a different mode (ie: coaching) but will no longer be able to be counted on as a financial supporter. We are looking for suggestions. J. Bettes shared questions. S. Edwards addressed the tiers of the program. It was shared that they encourage teachers to apply for expansion grants. J. Bettes thought First Five might have funding. T. Newman thought the East Los Angeles College Child Development Department may have funding idea connections. She will inquire about them.

### **Agenda Item 7**

J. Young provided a brief overview of the CTEA program. Our department is invited to send in a grant proposal.....CTEAC partially funds the Super Tutors in the Teacher Resource Room, but it's the last year

to do so. Possible ideas for a grant proposal (ideas for projects) include Men in Education or a Community Liason (to help us establish strong relationships within the community which may secure observation sites for our students.) Due to the nature of the CTEA grants our department needed to create a new vision for ways to enhance our program and support the students.

### **Agenda Item 8**

J. Young mentioned that our Teacher Resource Room Tutors have were partially funded only one semester since the room opened with an \$8,000 budget from the VPAA's office. The Learning Resource currently pays for 6 hours of tutoring per week in the Teacher Resource Room. Other financial support for the Teacher Resource Room attendants and tutors has been funding from outside sources for the past 15 years. The funding sources included Teacher Education Program (Title V), the Seeds Head Start Grant (Federal), the Careers in Child Care (Department of Social Services) and CTEA.

### **Agenda Item 9**

The topic of our current child development center (or lack thereof) was discussed. The Advisory Committee suggested that we continue to pursue a goal to request the reopening of the CDC.

T. Newman mentioned that most classes require observations and not having the CDC as a site is a struggle. J. Bettes discussed the importance of CDEV students practicing what they are learning in class. The importance of acquiring direct experience with children cannot be understated. J. Young stated that we are trying to establish a MOU with the current CDC. Right now there is no formal relationship with Pace Head Start (who rents out the space). The Advisory Committee unanimously agreed that pursuing the reopening of the center was of paramount important.

### **Agenda Item 10**

### **Agenda Item 11**

J. Young stated that she has 25 students each semester in the Practicum class(es), including CDEV 125, 126, and 169. The Associate in Science Transfer Degree (AS-T) requires a Practicum class, so there is twice the need. Therefore it is offered each semester (compared to once a year which was our former practice). J. Bettes offered the possibility of their (family child care) site accepting 1-2 Practicum students. Family Child Care facilities are also an option for placement.

### **Agenda Item 12**

F. Buitron mentioned that the school system where she works now requires children as young as 4 years old to test on iPads. Discussion was shared regarding the topic.

### **Agenda Item 13**

J. Young mentioned that Dr. Elaine Semple , the Director of the Torrance Tyke and Launch Special Education Program would be willing to offer a workshop regarding Special Education. J. Jefferis thought

a workshop that focused on how to talk to parents (ie: regarding concerns about their child) might be valued. N. Cornejo confirmed this idea as she has students in her office who regularly express their concern about interacting with parents. T. Newman suggested having a mock parent conference as a workshop or as part of a class.

#### **Agenda Item 15**

S. Edwards shared the Compton Center update. P. West (department chair) has been out for about a year. They have a new dean too. Classes are being taught by 2 full time faculty and 4 adjunct faculty. S. Edwards stated that all classes are full at Compton Center. Additional classes will be offered. H. Pham shared that full time faculty are taking overloads to cover the P. West's classes, until possible adjunct faculty members are hired. They are also working on their Program Review and Program Planner.

#### **Agenda Item 16**

G. Miranda shared that the Childhood Education department is in transition. S. Baxter moved out of state, but is still teaching on-line classes for El Camino. The new (replacement) hire, C. Cervantes, begins teaching in the spring. G. Miranda stated the department has good standards and has a successful program for students. CTEA funds helped secure a few things for the Teacher Resource Room (such as a printer, computer, a video camera, and a software system for the library books. She also mentioned that the ArtB building is scheduled to be taken down in 8 years so a committee has been formed to help plan the process and outcome. She shared her support for the active CDEV program within the division and noted that each full time faculty has off site responsibilities. She mentioned how fortunate the department is to have secured excellent adjunct faculty members. The department continues to excel as leaders at the school and in the community. There is hope that the new president (to begin in February 2016) will be sensitive to the needs of the department and community.

#### **Agenda Item 17**

N. Cornejo shared information and a handout regarding Permit Updates and asked if any Board members had questions for her. The number of students using the services of the Permit Specialist continues to grow. The Advisory Committee is concerned of the negative effects on students if this important service is eliminated.

#### **Agenda Item 18**

N. Cornejo lead a discussion about fingerprint clearances for the permit. She thought the dues might be prohibiting students from applying for the permit. The \$69 fee (campus police fee) is required for the permit, with partial reimbursement (for first time applicants; for one of the first three permits). The CDTC will help with the \$100 permit application fee. S. Edwards stated that one struggle the Compton students seem to have is about the two types of fingerprint clearances. One of them is for the permit, and the other through Community Care Licensing. They are not compatible. If a student gets fingerprinted for a permit application, it cannot be used towards the employment fingerprint clearance (through CCL).

## **Agenda Item 19**

In a follow up discussion from our spring meeting, M. Moen questioned whether a department facebook page would be useful. Several members thought it might be a solid idea. N. Santa Cruz offered to help set it up and perhaps help manage it. She thought a Twitter account might be useful as well.

## **Agenda Item 20**

M. Moen asked the committee members if there were any News or updates. F. Buitron is a current on-line student and mentioned that it is difficult for online students to receive department news or updates regarding opportunities such as workshops, Teacher Resource Room hours, etc. It was suggested that perhaps the syllabus or class site have a link that students might use to keep abreast of these opportunities within the department and community.

H. Pham shared updates on the Early Educators Club at Compton. It is starting up again and will probably be meeting once a month.

N. Cornejo mentioned that the Permit Funding ends in June so students should take advantage of it before it concludes.

S. Edwards addressed professional growth advisor qualifications. F. Buitron expressed interest in this opportunity.

S. Edwards introduced mentor Antoria Davis and Sandie Scranton, both in attendance. She also mentioned December 4<sup>th</sup> workshop by Pam Godfrey on Sex Trafficking. It will be held from 9:00am-12:00noon.

M. Moen thanked everyone for attending the meeting.

Meeting adjourned at 7:30 pm.

### Handouts:

CDTC 2014-2015 Annual Report Summary

Child Development Permit Record

Dept. of Education, Professional Development Resources from the Early Education & Support Division

Dept. of Education, Key Publications from the Early Education & Support Division (EESD)

Meeting Notes taken by Michelle Moen