

**El Camino College Childhood Education Department
Minutes for Spring 2015 Advisory Committee meeting**

Details: April 28, 2015

6:00 pm to 7:00 pm

ARTB 313 Teacher Resource Room

Attendance: Dr. Janet Young, Jennifer Montgomery, Susan Baxter, Michelle Moen, Noemi Santa Cruz, Nubia Cornejo, Brittany Wilson, Francine Buiton, Julie Caballero

Regrets: Dr. Gloria Miranda, Nancy Alvarez, Antoinette Phillips, Toni Newman, Christine Mundt, Paul Harley

The meeting convened at 6:00 pm. S. Baxter welcomed the advisory members and introductions were made.

Agenda Item 2

S. Baxter invited J. Montgomery and J. Young to address the first agenda item regarding Mentors/Professional Growth Advisors/Practicum placements. J. Montgomery began by stating that with the closure of the campus child development center our program lost 3 mentor teachers and 9 placements for our practicum students. This situation is further complicated by the loss of a fourth mentor teacher and 3 more spots for students. This means mean are down 12 spots for 25 student placements for our practicum. Ms Montgomery continued to say that recruiting new mentor placements has been really challenging because most area sites are requiring students to be finger printed. J. young stated that this was particularly complicated in the school district sites which is now also requiring MOUs (Memo Of Understanding) . This process is slow and cumbersome.

J. Young is extremely challenged in her efforts to secure sites that support our department's standard of best practices. M. Montgomery confirmed S. Baxter's question about the need for Mentor centers to pass the ECERS in order to qualify for a student placement. This sometimes requires our faculty to "mentor" the mentors to get their site approved. J. Montgomery said that there is one new mentor director, a form El Camino Alumni, who is in the Mentor Director application process. J. Young noted that California State University- Dominguez Hills (CSUDH) is interested in participating in the mentor process also and will keep us updated on this development.

Several Solutions were offered:

The department will apply for funds to hold a Mentor Director Outreach for local community centers to start to build trust and opportunity for area centers to participate in the education of our future students. Advisory committee member Brittany Wilson, stated that her center, *Creative Kids*, is interesting in taking students and she will start developing a conversation with the director about participating in the Mentor Program. M. Moen is spending part of her summer holiday looking for and inviting possible sites to consider student placement and/or allowing students to complete observations without issues of finger printing or TB tests where appropriate.

J. Young finished this discussion by saying that we need to keep working on putting the word out. S. Baxter confirmed that Family Child Care facilities are also an option for placement. We are going to ask

advisory member and El Camino faculty, C. Pacheco who currently works at our Resource and Referral Agency to help us with connections in this area.

Professional Growth Advisors (PGA) were discussed as a follow up to the mentor teacher situation. S, Baxter explained the history of PGA and how funding for trainings were no longer available. She continued by saying that at El Camino most of the advising is done by the faculty and it is becoming increasingly difficult to juggle. S. Baxter discussed the *PGA Qualifications* hand out and noted that qualified advisors also get 50 hours toward their professional growth hours. She asked the members to take this information and start spreading the word. S. Baxter asked permit specialist Nubia Cornejo how many students and community members, she is serving. Based on the data from January to April she stated that she provided information and services regarding the permit to 607 people (see attached). It was noted that the number of PGA that would be needed to support renewals in the next 5 years could be significant and that getting a list of 25 people qualified and on a master list would be a good goal. N. Cornejo noted that when students submit the permit applications she clearly directs them to the need for 105 personal growth hours, in tandem with a PGA over the next 5 years from the time the application is processed.

Agenda Item 3

M. Moen noted that the CDTC Spring Regional meeting has been post pone until May 1 so that there were no current budgetary updates for the 2015-2016 year. She continued by stating that we had good news and exceeded our budget and that we over earned our contract for the first time in 5 years. She explained the following chart to the advisory committee. It was noted that we did not apply for more units due to the amendment process for our CDTC contract within the time constraints. We will find out from the CDTC how the College can increase the initial number of contracted units allocated to our college.

Due to the good fortune of increase in participation the students will be issued \$11.30 per unit. This is in keeping with the college eligibility policy which states a *student may earn up to \$25.00 per unit*.

Year	Units	Applicants	Total for 2013-14
Fall 2013	413	68	763 units
Spring 2014	350	50	118 students
			Total for 2014-15
Fall 2014	547	85	956 units
Spring 2015	409	61	146 students

S. Baxter announced that she will be remaining on as coordinator with M. Moen for 1 more year to help with the administrative duties such as the course matrix, staff profiles and paper work. M. Moen will continue to be responsible for campus affairs, meetings and conferences.

Agenda Item 4

a/b) M. Moen started the departmental news by stating that due to S. Baxter's leaving her full time position on the faculty, the administration granted our request to fill the position for fall 2015. The interview process took place during the spring and Cynthia Pacheco has been hired to replace S. Baxter.

C. Pacheco had been teaching at El Camino as an adjunct and will be starting her full time position in January. The department will be staffed by new adjuncts that have been added to the pool based on the job interview process.

c) S. Baxter stated that we are starting our 4 year cycle Program Review and that a 50 question student survey has been sent out on line. To date, there have been 119 respondents. The department wants a larger sample of respondents and has pushed the end date out a week and is asking faculty and students to encourage students who have not completed the survey to have a voice in the outcome of our department's growth and development. The survey closes May 6.

d) J. Young expressed the challenged to keep the excellent program created through our Super Tutors in the Teacher Resource Room (TRR) funded. The department feels the support of the TRR is critical to the College's focus on Student Success. The committee members agreed. 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. The CTEA grant is called *PASS* an acronym for *Program Aides for Student Success*. *Program Aides for Student Success (PASS)* is a pilot project that will provide a cost-effective and efficient means of working to meet all five of the Core Indicators which includes skill attainment, completion and persistence rates, increase in employment, and the recruitment of non-traditional (male) students. The main components of this project are to 1) provide direct program services to students; 2) manage Teacher Resource Room (TRR); 3) upgrade the technology in the TRR; and 4) recruit and retain more males in the field. This direct assistance will result in faculty spending less time on daily program activities that can be handled by program aides, and will give faculty more time to focus on major program goals. These goals include aligning pedagogy, mentoring part-time faculty, curriculum review, securing high-quality partners for internships and volunteer sites, developing working relationships with local school districts and private schools that can lead to career opportunities for our students, and joining the current national movement to recruit and retain more males in the field of early childhood education. All of these efforts will lead to a stronger department, increased student success, and growth in the number of certificates, degrees, transfers, jobs, and career advancement opportunities.

e) See *Agenda Item 2 Professional Growth Advisors*

f) N. Santa Cruz discussed the Teacher Resource Room and the Super Tutor Program. She stated that the TRR has been having significant technical difficulties. Our equipment is old and the amount of power needed and the endless systems of cords have not supported the situation. As well the cords have been damaged with the storage of the felt boards, which is being addressed. Further, as the TRR is not considered a "classroom" (although 2 to 4 sections of classes are taught in the TRR each term) room 313 did not receive a new computer system as the classrooms did on the rest of the floor. There have been printer problems (the new printer will only print some user id names and block others). N. Santa Cruz also said that due to the increase of room use and printing problems the Tutors have been letting the students use their computer. J. Caballero noted that the number of computer labs on campus has also decreased.

S. Baxter noted the new tables and while they will not accommodate the 35 students that are in the curriculum class, another table will be added in the back and 5 new folding tables have been requested. The size of the new table does make the TRR much easier to move around and teach in, which is an important element for the TRR and the activity of the curriculum classes.

N. Santa Cruz noted that there is a significant increase in the amount of help students are needing with basic English skills and wondered if English 1A or lower would be helpful as a requirement not a recommendation. She explained that she is even working with students who are uncertain how to write a sentence and sometimes felt that she was writing their papers. S. Baxter answered that based on entry level English skills into junior colleges, a prerequisite could easily prohibit many students from taking classes. N. Cornejo commented that she use to feel that as well and suggested that Ms. Santa Cruz develop more strategies to “assist” but not “do.” A general conversation followed with the ideas of requesting students go to the campus writing center for edits, and if the support did not involve theory or assignment support, possibly looking to the writing center to provide guidance and strategies for the super tutors. J. Caballero said she had many positive experiences at the college writing center. M. Moen conveyed that when she asked students why they do not go to the writing center they say it is because they feel safe and familiar in the TRR and like the tutors.

g) M. Moen reported that on Thursday April 9th she held a free puppet workshop for J. Young’s practicum class (and other interested Child Development students) to help accumulate professional growth hours. The workshop went well. A special needs workshop has been requested and M. Moen had put this opportunity over into the fall schedule, date to be determined.

Saturday November 21, 2015 is the Childhood Education Department’s annual mini-conference. The title, *Full STEAM Ahead: Science, Technology, Engineering, Art, and Mathematics in Early Childhood Education*. She thanked advisory member B. Wilson for her theme idea. M. Moen is in the process of putting the workshop presenters this month and will report back at the fall meeting with final details. Our annual Spring Children’s Day was held on April 25th. It was well attended, there was great diversity in the activities offered and there were more male students than ever participating. S. Baxter and M. Moen also noted how the opportunity for students to be inspired by other students’ ideas and build community is a huge component of the event.

Agenda Item 5

M. Moen asked the committee members if there were any News or updates. F Buitron asked how the committee could better support the faculty in meeting the many goals and opportunities that seem greater than the energy and time of the Department. There was a general discussion which generated some really great ideas. It was noted that if the CETA grant is awarded to the Childhood Education Department then many of the following ideas would be possible.

- Set up a facebook page to gather Alumni and Students together
- Update the website and keep job posting conferences and so on updated
- Set up and WE NEED section on Facebook and ask for whatever needs donating, computers, printers, money for a project, materials not in the budget, people power for an event.
- Set up an El Camino Childhood Education Association that would meet monthly of every other month for news, networking, speakers and so on.

Agenda Item 6

Due to the inspiring brainstorming of ways to support the department, the Chairs decided not to show the TED talk. S. Baxter recommended that people watch it if they have a chance as it is such a great 12

minute by early childhood expert, *Kathleen Gallagher*. In her talk, she clearly sets out why our jobs and practices that support quality care are so critical to the fabric of our society based on a long term study of children who received quality child care in preschool.

Agenda Item 7

S. Baxter thanked everyone for attending the meeting and said she will be thinking them all in the fall and appreciated all their work and dedication.

Meeting adjourned at 7:15 pm.