



**Division of Behavioral and Social Sciences
Childhood Education Department
September 11, 2018**

MINUTES

- Members:**
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| <input checked="" type="checkbox"/> Dean: Christina Gold | <input checked="" type="checkbox"/> Michelle Moen |
| <input type="checkbox"/> Yadira Arellano | <input checked="" type="checkbox"/> Jennifer Montgomery |
| <input type="checkbox"/> Susan Baxter | <input type="checkbox"/> Monica Simon |
| <input checked="" type="checkbox"/> Cynthia Cervantes | <input type="checkbox"/> Kumi Smart |
| <input type="checkbox"/> Shireetha Gethers | <input type="checkbox"/> Shanthi Tharuvai |
| <input type="checkbox"/> Paul Harley | <input type="checkbox"/> Brittany Wilson |
| <input checked="" type="checkbox"/> Cheryl Kroll | <input checked="" type="checkbox"/> Janet Young |
| <input checked="" type="checkbox"/> Janice Jefferis | |

New BSS Building, Teacher Resource Room (TRR), and BSS User Group

- We reviewed the plans for the new building and briefly discussed the TRR.
- The Dean thanked Janet, Michelle, and Cynthia for their participation in the BSS User Group.
- The department will hold a separate meeting with the Dean to discuss their specific wants and needs for the TRR, demonstration garden, storage, and movement room.

Childhood Education Conferences and Workshops

- The “Teaching Math and Making It Count Workshop” will be held on Saturday, November 17th from 8:30am to 12:30pm. Some big names are presenting and the community is invited. Flyers will be ready in a week or two.
- The conflict resolution workshop by Jackie Bruhnke will be held on Saturday, September 29th from 9:30-11:30am. The flyer is almost ready and a sign-up sheet is coming.
- The Desired Results Developmental Profile assessment tool presentation by Shanthi Tharuvai has been postponed until spring.
- The Permit Party will be conducted by Janice Jefferis on October 27th.
- Cynthia coordinates Connections for Children workshops on Tuesday nights.
- CPR First Aid training for CDEV students will be conducted 2-4 times this year due to available grant funding.
- The department offers so many enriching and useful workshops that the Dean encouraged them to work with Marketing and Communications to ensure they are fully promoted to our students and the community. Michelle has used them before to help with promotion.

Child Development Training Consortium

- This year, the department was awarded \$22,500 for the school year to support reimbursements to students for 900 units. This is our second year we were awarded 900 units. We have received 800 units for the past few years. Given the work required to process the reimbursements, many schools don’t use up much of the funds that are granted to them. ECC has a good track record of effectively using all the money and that is why we receive so much and why the amount has increased the past two years.
- The student stipend applications are due on September 28th.

CDEV Club

- Cynthia Cervantes is the club advisor.
- The club has elected its leaders and is participating in Club Rush. They have a fun table with Play-Doh and Slime. Twenty students signed up yesterday.
- The club will continue to facilitate the You and Me Play Groups on the first Saturday of the month.
- Last year the club won several awards, including the Most Active Club and the Most Interesting Event.

LA County of Education Grant

- We are receiving the LACOE grant once again. Thanks to Jennifer for her work on acquiring and maintaining this grant that funds CDEV classes and books for Head Start teachers.
- The funds will cover four classes in which half of the enrollment will be held for LACOE students.

Curriculum, Scheduling, and Certificates

- Janet worked with the adjuncts to complete course review of CDEV 129, 130, 131, 152, 154, and 165.
- There was a backlog of demand for the practicum class. Janet taught it in the summer and this seems to have taken some of the pressure off of fall. The fall practicum class is full but not overenrolled. There were only two students in CDEV 126 and this was only because CDEV 125 was full. Janet would like to consider inactivating CDEV 126.
- Students in the department earn a large number of certificates each semester. The CDEV faculty are proactive about ensuring the right number of classes are offered. Also, they talk to students in their classes about whether or not they are ready to file for a certificate and what classes they need to finish. They walk students who are ready to file over to counseling.
- Kumi Smart is a new adjunct faculty member who is teaching the new special needs class. She is excited to be here.
- We may need two sections of Education 201 to accommodate the TEACH students as the program is being revived. This fall we offered a 1st 8 weeks and a 2nd 8 weeks. The first one fully enrolled with a full waiting list. The second one has not begun but is not full.
- We might consider offering CDEV 108 online in the future. Only 41 students were enrolled this semester.
- CDEV faculty should promote the administration classes (CDEV 129 and 130) in their fall classes and make sure that students understand the job advantages of being a Director and taking classes in administration. The Administration classes will also benefit (current and future) teachers as someone with these units has to be on site at all times.
- This fall we scheduled three CDEV 115 classes. We are likely caught up in the backlog and can go back to scheduling two sections, with one online and one at night. If CDEV 115 is offered online, then all the degree requirements can be met online.
- The department may consider offering CDEV 107 on Saturdays. Surveys are showing that students want Saturday classes and accelerated formats.

SLOs and PLOs

- Three SLOs are still due.
- To assess the PLO, the department uses 56 SLOs that are aligned with the PLO. There are 3 SLOs per class.
- In 5 out of 22 SLO assessments they did not meet their goal. This occurred in CDEV 108, 112, and 114.

- The department will consider editing the SLOs in the curriculum class.

Adjunct Hiring Pool

- Kumi Smart is employed as an emergency hire. We will need to open a search so that she can formally apply, and we can meet our scheduling needs.

Counselor's Report

- Cheryl reported that the filing period for degrees and certificates is now and that eligible students should be encouraged to file.
- There will be new scheduling software for counseling that should ease the process for students.
- Also, the online orientation is being revised.
- Due to AB705, as of Nov. 1, we will no longer be conducting the placement test, and we will be using transcripts to place students.
- UC, CSU, and TAG transfer workshops are coming up in mid-September. The Transfer Fair will be on the library lawn on Tuesday, Sept. 25th from 10:00am to 1:00pm.
- Cheryl has posted transfer information on the board outside her office.
- Cheryl has created and posted the TEACH website. She sent an email blast to faculty about the revived program.

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