

**Early Childhood Education Department Meeting
February 28, 2013**

MINUTES

Present: S. Baxter, M. Moen, J. Montgomery, J. Young

Meeting began at: 1:00 p.m.

Scheduling & Assignments

The practicum courses will be offered in Fall 2013. They had been on a spring only rotations for several years but there are a larger number of students in need of completing this course, thus the inclusion in fall.

The new Introduction to curriculum course will also be offered in fall. This course is a requirement for the transfer studies degree and CAP alignment project.

SLOs

J. Young discussed the course SLO assessments that will be conducted this semester. All full-time faculty members have assignments and one program level SLO is also scheduled to be assessed. J. Young reported that the department is at sustainability.

CTEA

J. Young stated that she is submitting two proposals for funding next year. One will be to continue with the Super Tutor program that has been quite successful due to the work of the two students in the Teacher Resource Room. The second proposal will be for a Child Development Permit Specialist. With the expected end of the SEEDS grant on September 29th, the work of facilitating permits will potentially end. The dean asked the department to carefully identify the workload needed for this position request.

CDTC/Mentor Program

S. Baxter reported that she does not believe ECC will make the required units and indicated we may be anywhere from 50 to 80 units short of what is required by the Child Development Training Consortium. Student applications are traditionally softer in the spring semester but the faculty will continue to make announcements to all of their classes.

S. Baxter also stated that the spring advisory committee meeting is scheduled to be held at the Compton Center. No date has been announced by the CEC CDC director yet.

J. Montgomery reported that the nine mentors in the program meet once a month on Saturdays. She also stated that two of the mentors are interested in attending the Mentor Institute scheduled for June at Mills College

SEEDS Grant

J. Young reported that all goals for the grant have been met early on and that 75 students who participated as part of the grant have received their bachelor degrees. Most attended National

University and a few went elsewhere. A ceremony was held on campus a couple of weeks ago recognizing these successful student graduates.

Certification

The department discussed the procedures they have in place for identifying students who qualify for Certificates of Achievement. All instructors receive instruction sheets with course requirements and if the students meet all of the criteria, they are asked to complete forms that are then verified by J. Young who then turns them over to M. Hall in the evaluation unit.

Teacher Resource Room

The department discussed the need for additional usable storage space in the Teacher Resource Room and identified some possible solutions. They also complemented the student workers who go above and beyond in their efforts to assist students utilizing the room.

Department Activities

Story Hour is scheduled for 3/22/13 and Children's Day will be held on April 27th. M. Michelle announced that the fall conference is already set for November 16, 2013. The focus will be on language arts and the program will be a half-day one this year.

Moen has organized workshops for professional growth hours. The department faculty has numerous responsibilities outside of their teaching assignments. They serve as professional growth advisors for students who receive their permits which is an ongoing responsibility in their discipline.

Child Development Center

The department and the dean discussed the direction for the Child Development Center in the coming year. The department is planning to prepare a thorough proposal that reflects their vision for the center. The dean stressed that it should include a cost analysis.

Meeting adjourned at: 1.55 p.m.

cc: T. Fallo
F. Arce (electronic copy)
Child Development Department Faculty/Compton Center Child Development Faculty
Compton: W. Morris
Division Counselor: Y. Cooper