

**Division of Behavioral and Social Sciences  
Childhood Education Department Meeting  
March 1, 2016**

**MINUTES**

**Present:** C. Cervantes, C. Kroll, M. Moen, B. Wilson, J. Young

**Absent:** J. Montgomery (excused)

**Meeting began at:** 1:00 p.m.

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**Enrollment/Scheduling**

The department's spring 2016 offerings filled well with only a couple of softly enrolled courses. CDEV 129 had the lowest fill rate, 51% by the end of the add period. One of the conditions of enrollment for this class is 150 days of teaching experience in the last two years, or completion of the practicum (CDEV 125 or 126). These may be factors in limiting enrollments since clearing the teaching experience prerequisite has to be done manually.

A second 8-week session offering of CDEV 103 online is being piloted by J. Young. M. Moen also stated that there is a need for more sections of CDEV 104. The department is down one course from last fall, so the dean will add an additional section of 104 for fall 2016. Also discussed was a need to establish a regular rotation for the two program administration courses (CDEV 129 and 130). J. Young will follow-up with Beverly on the sequencing of the rotation.

**Curriculum: Course Review, New Proposals**

This semester the department is updating CDEV 126, 129, 130, and 131 as part of course review. In addition, the two year CTE review is underway for CDEV 103, 104, 106, 107, 108, 110, 125, 125, 150, 152 and 169.

J. Young reported that the department is creating a new course (CDEV 165) to replace the three one-unit courses (CDEV 160, 163, 166) which had softer enrollments in the 8-week time frame. What the new course will do is collapse into a 16 week timeline most of the content for the shorter versions that addressed children's special needs in a condensed but focused curriculum.

J. Young reported that adjunct Janice Jefferis has created a course equivalencies list for all California community colleges. The list should be helpful in identifying similar CDEV courses at other institutions.

**Planning Recommendations**

G. Miranda informed the department that several of their recommendations in the 2016-2017 program plan were among the top priorities in the unit plan. These included staffing, supplies and non-instructional equipment requests. In addition, the dean suggested that the annual program plan recommendations which came from the last program review be streamlined from 19 to a smaller number which would be more manageable.

**SLOs/TracDat Training**

The department is scheduled to assess 13 SLOs this semester. J. Young stated that all adjuncts participate in the process and volunteered to demonstrate how to use TracDat and CurricUNET.

### **SEP Course Data**

The dean briefly reviewed course by course data provided the division by the Student Equity program. Non-completion rates were lower in the majority of CDEV courses with few exceptions. CDEV 114 (Observing/Assessing Young Children) had a higher non-completion rate for African American students. In the period Fall 2014 to Spring 2015 42% did not complete this course. Similar non-completion rates were noted in CDEV 116 (Creative Art for Young Children). The dean suggested developing strategies to improve completion rates in those courses.

### **CTEA Proposals**

J. Young announced that she will be submitting two CTEA proposals by Friday, March 4<sup>th</sup>: Internship and Workforce Liaison and Professional Development proposals. She discussed the need to locate sites for students to conduct their observations. With the closure of the Child Development Center the department needs formalized MOUs with schools and preschools. The professional development proposal addresses the need for faculty to keep current with new assessment measures that are critical to their teaching.

### **Program Updates**

#### **Child Development Training Consortium**

M. Moen reported 800 units were allocated to them by the State. Last year, the department reached 956 units and this year the total was 1106 units. This is a significant increase since CDEV was not reaching the 800 goal. Congratulations to M. Moen for all her hard work. M. Moen has inquired to see if the allocation can be increased next year.

M. Moen also stated that if anyone needed supplies, to please notify her since she receives some funding from the CDTC for this purpose.

The spring advisory committee meeting will be held at Compton on Thursday, March 31<sup>st</sup> at 1:00 p.m. C. Cervantes and J. Young volunteered to join Michelle at this meeting.

### **Mentor Program**

J. Young reported that the program needs more mentors. Currently there are 4-5 mentor teachers and three additional interested mentors.

### **Permit Specialist and Tutors**

J. Young reported that after June 30<sup>th</sup>, there will be no additional funding available for the permit specialist who services both Torrance and Compton campuses and tutors for the Teacher Resource Room. A discussion ensued and the dean stated she would speak with the VPAA about a possible solution for the permit specialist assignment. The dean suggested having a faculty member receive release time to cover this assignment.

J. Young is pursuing the possibility of SEP funding to offset and rectify the super tutor funding cancellation. The dean suggested that the non-completion rates in CDEV 114 and 116 might be a good argument for funding them.

**Department Activities**

**CDEV Handouts**—M. Moen reported that department handouts have been updated.

**CDEV Website**—M. Moen is working on updating and correcting information on the department site.

**Workshops: Desired Results Developmental Profiles (DRDP)**—M. Moen reported that her intern attended the February 20, 2016 presentation on “DRDP--What’s it All About?”

J. Jefferis is presenting March 24<sup>th</sup> on “Working Effectively with Parents.” On April 16<sup>th</sup>, Catherine Scott will lead a workshop on “The Business of Family Child Care: How to Start a Family Child Care Business.”

**BCAEYC/NAEYC Update**

M. Moen reported that the Beach Cities Association for the Education of Young Children will be folding since the national organization (NAEYC) is requiring a minimum budget in addition to full-time position(s). Since the local chapter cannot meet these requirements, it will be closing but M. Moen reported that she will assist in starting a non-profit instead.

**Adjunct Pool**

The department wants to increase the adjunct pool by advertising for instructors who can teach special education courses. The dean directed J. Young to contact Beverly so that the job announcement can be sent out this semester.

**Meeting adjourned at:** 2:00 p.m.

cc: D. Maloney  
J. Shankweiler (electronic copy)  
CEC: Dean A. Osanyinpeju  
Child Development Faculty, Compton Center Faculty  
Division Counselors: C. Kroll, B. Mims