



**Division of Behavioral and Social Sciences
Childhood Education Department
April 30, 2019**

MINUTES

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

a) Audit List

- The department would like to remove CDEV 129 and 130 from the list of courses available to audit and add CDEV 104 to the list of courses available to audit.

b) Scheduling, Enrollment, Degrees and Certificates (see attachment)

- The department reviewed its spring enrollment and compared it to enrollment in 2018. The number of sections is the same (33), and enrollment is up slightly (6.5%). These are approximate numbers, but they do indicate that enrollment for the department is healthy.
- The department is considering creating a Google doc to track student requests to add classes so they can determine whether sections need to be added.
- If classes are full with full waitlists, the Dean may be able to ask to add an additional section, especially if it is a second 8-week online class.

c) Program Review (due Fall 2019)

- Janet and Cynthia have been working on the program review. The student survey questions are complete and are with Institutional Research. IR will develop an online survey that students may complete in class on their phones. The survey will likely come out in the beginning of May (next week!).
- The program review will make a strong case for the need for a Program Specialist.

d) SLO/PLO Assessment and Follow-Up (see attachment)

- Janet shared a list of the courses and SLOs that need assessment this semester. The list includes who is in charge of the assessment.

- Adjunct faculty are required by contract to only collect data and share it with full-time faculty. They may choose to evaluate the data and create an action item, but that is voluntary and not required.
- Janet has a template for data collection that she will share with adjunct faculty.

e) Curriculum Update

- There is all good news on the curriculum front. All the fall curriculum for CDEV is done and DCC approved. When approved in fall, the CDEV courses will be some of the first courses to be loaded into Curriculog.

f) Practicum Class

- Janet has had to overenroll sections of the practicum class (36 students in a class for 25) in order to accommodate need.
- We may need to increase the number of sections.
- The advisory committee would like to bring back CDEV 126.
- Teaching the practicum class in the summer was tricky and difficult with the placements.

g) Career Pathways – Torrance Adult School

- The Torrance Adult School contact, Hillary, is a terrific partner with Cynthia and does a great job supporting our students.
- This program was developed in partnership with Tiffany Miller.
- 9 students are currently participating. They are enrolled in Cynthia's 103 and receive extra support from the Torrance Adult School on Fridays. The extra support has helped them be successful in the class. This cohort will be moving onto a CDEV 108 class in the fall. A new cohort of students will also begin in the fall.
- Tiffany Miller's office would also like CDEV to develop non-credit courses, and they have money to fund this work.

II) Guided Pathways

- Cheryl Kroll has been working with Jason Suarez on refining our pathways.
- Cheryl recommends that the department keep the AA and AST because they serve unique purposes. Also, the AA does not require the practicum.
- Cheryl distributed copies of the drafts of the AA and AAT pathways. The pathways are suggestions for students, not requirements. Michelle will be the point person who will meet with Cheryl to discuss the department recommendations for the pathways.
- AST Pathway
 - This pathway only uses the CSU GE pattern (not the IGETC) because the UCs do not have a BA in the discipline.
 - Cheryl aligned this pathway with Liberal Studies because students often move between CDEV and Liberal Studies.
 - For this pathway, faculty should review:
 - The course order
 - The blurb describing the discipline at the beginning.
 - The careers list
 - The website lists of career exploration and Childhood Education sites.
- AA Pathway

- This pathway uses the ECC GE, not CSU GE or IGETC.
- Please review the things listed above for the AST.

III) Grants and Programs

a) CTEA Grant Update

- Janet has submitted a CTEA grant to expand the number of stipends for mentor teachers.
- Chris presented it to the committee last week, and there were no questions or concerns.

b) TEACH El Camino

- The program has been revitalized and back in place for about a year. There is a new program handbook, enhanced website, and quarterly newsletter, and they are working on a formal brochure.
- Cheryl is working on agreements with CSUDH, CSULA, CSULB, CSUN, and LMU
- Cheryl and Janet also updated the curriculum for Education 101 and 201.
- Student internships are being set up, especially in special education.
- There is a Teachers Club with a dynamic President and VP.
- The Teach mini-conference is on Friday.
- 70 students participate in the TEACH program. Cheryl will be stepping up recruitment in the fall. She will also be developing related faculty professional development.
- Thanks so much to Cheryl and Yadira for all their hard work on this important program.

c) LACOE Grant

- This grant pays Headstart teachers to take our CDEV 106 and 107 courses. The teachers need these classes to keep their jobs. The grant also helps pay for Super Tutors and the Permit Specialist. Compared to other schools that receive this grant, we perform very well and provide all the information and follow-up LACOE needs. The other schools do not get the large numbers that we do. We may need to add sections of CDEV 106 and 107. We will likely get this grant again next year.

d) Child Development Training Consortium

- Michelle received funds to add a little over 100 credits. The grant funds students to take CDEV classes. We are being supplemented \$3,000, bringing the grant total to \$25,500. Michelle is going on sabbatical in Fall 2019, so Cynthia will be helping out with managing this grant.

IV) Child Development Club and Events

a) CDEV Club

- Cynthia reports that the club is very active and has won another award, the Community Partnership Award. The club members are very proud and will be holding a celebratory pot luck. Cynthia and the club leaders will be attending the award banquet.
- The Inter Club Council has awarded the club money for toys and food for their Parents' Café event.
- They had good attendance at a movie night.

b) Parent Café (in collaboration with CARE)

- Cynthia reports that the first Parent Café was a very successful, warm, and needed event. The feedback from attendees was positive and attendees are planning on coming to future meetings and on telling their friends about the event.
- They were not able to provide babysitting at the first event, but faculty are working on ironing out the logistics for the final three meetings.

c) You and Me Play Group – Saturday, May 3 from 12-3:00.

- The play groups have been very successful. Lots of people from the campus and community show up.

d) Career and Majors Fair (May 9, 10:00 am – 1:00 pm)

- Cynthia has reserved a table for CDEV. TEACH also reserved a table. There is a possibility that the Division may receive only one table. We will know as we get closer to the event date.
- Chris will check to see whether we can bring our own tables to supplement the ones we are given.

c) Events

- Michelle reported the following events:

i) DRDP Training – Saturday, May 11, 2019

- This event is sold out. Janice and Shanti are in charge.

ii) Elementary Age focus – Spring 2020

- The advisory committee has requested workshops for elementary age children in spring 2020.

iii) CPR-First Aid Training

- Michelle is planning a possible additional CPR-First Aid Training on either June 8 or 15.

iv) Future Conference Topics (diversity, social justice, creating diverse and inclusive learning environments)

- Brittany proposed a possible anti-bias/social justice topic for a future conference topic. The department agreed that this is a good idea.

V) Counselor's Report

- Cheryl reported that there is a Transfer in Spring 2020 workshop coming up on May 14 in the DE Room from 3-5:00 pm.
- There is an Admit Reception on June 12 from 2-4:30 in the East Dining Room to celebrate our students who have been accepted to a CSU, UC, or private college.
- There are still tours of UCSD and CSULB for this semester.

cc: D. Maloney
J. Shankweiler
Childhood Education Faculty
BSS Counselor: C. Kroll