



**Division of Behavioral and Social Sciences  
Human Development Department Meeting  
Tuesday, September 10, 2019 - 1:00-1:50 pm**

**MINUTES**

- Members:**
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|---|---|
| <input checked="" type="checkbox"/> Dean: Chris Gold          | <input type="checkbox"/> Maribel Hernandez        |
| <input checked="" type="checkbox"/> Nancilyn Burruss          | <input checked="" type="checkbox"/> Amy LaCoe     |
| <input type="checkbox"/> Griselda Castro                      | <input type="checkbox"/> Sarah Leinen             |
| <input checked="" type="checkbox"/> Yun Chu                   | <input checked="" type="checkbox"/> Rosean Moreno |
| <input type="checkbox"/> Amanda Colbeck                       | <input type="checkbox"/> Hatien Nguyen            |
| <input checked="" type="checkbox"/> Kristie Daniel-DiGregorio | <input checked="" type="checkbox"/> Juli Soden    |
| <input checked="" type="checkbox"/> Counselor: Cheryl Kroll   | <input checked="" type="checkbox"/> Selene Torres |
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**I) Enrollment, Scheduling, and Program Classes**

**a) Fall 2019**

- There are 34 sections of HDEV this fall 2019. There were also 34 sections last fall 2018.
- Enrollment has increased from spring 2019 (about 55 FTES) to fall 2019 (about 63 FTES). Fill rates rose from 78% to 91%.

**b) Adding 2<sup>nd</sup> Eight Week Students**

- Currently, add codes for second 8 week classes are not active until a couple days before classes begin. This disadvantages students who want to add an HDEV class to fill out their schedule and/or needs classes for financial aid but the second eight-week classes and their waiting lists are full. Instructors would like to be able to add these students to second 8 week sections earlier in the semester. They would contact students on the waiting list and try to add them first. Often times, the second 8 week classes have a high No Show rate, so there would likely be plenty of room to start adding earlier in the semester.
- Faculty who teach second 8 week classes generally email students to remind them of the class and its start date. They would like to be able to access the class email list earlier. [After the meeting, Yun forwarded an email from the Help Desk with instructions for emailing students from the class roster, which is available earlier than the listservs are.]
- Kristie Daniel-DiGregorio will investigate and report back to Chris Gold.

**c) Honors Transfer Program - HDEV 110**

- Juli Soden is teaching an Honors Transfer Program section of HDEV 110. Currently there are relatively few HTP students in the class, but that is likely because it was not listed as an HTP class in the printed schedule. In the future, we expect more HTP students to enroll when it is in the printed schedule.
- The class is going well, with a strong group of students.

#### **d) First Year Experience - HDEV 115**

- Yun Chu is teaching an FYE section of HDEV 115 in a link with Roseann Cerofeci (English). It is a good class and remarkably not rowdy.
- A possible FYE section for undocumented students may be planned for fall 2021.

#### **e) Machinist Training Program**

- Amanda Colbeck is teaching an HDEV 115 section in the Machinist Training Program that is being offered through a grant to the SRC/Industry and Technology. The program is targeted at students on the autistic spectrum but may also include students with other disabilities. Students take a machinist class and an HDEV class and participate in job search and skills workshops. The goal is to place students in jobs after the conclusion of the semester.
- There are two cohorts this fall – 1<sup>st</sup> and 2<sup>nd</sup> eight weeks.
- The first cohort has only one student, but the second eight weeks should have healthier enrollment.
- This program is grant funded.

### **II) Success and Retention Rates for Human Development**

- The department reviewed the Institutional Research and Planning webpage to see where success and retention rates are posted for individual faculty and for classes and programs. We also explored the Data Dashboard and reviewed success and retention rates for individual classes. We saw how to disaggregate the data to explore equity gaps.
- The department generally enjoys success and retention rates that are higher than the college average. The classes also have equity gaps that resemble those across campus.

### **III) SLO/PLO Assessments**

- The Dean thanked the department for consistently completing 100% of its assessments by the deadlines.
- Juli is the department SLO lead and was recognized for her ongoing leadership. She will be in touch with faculty about assessment of the following SLOs and PLO for fall 2019:
  - a) HDEV 101 SLO #2 Qualities of Successful Students
  - b) HDEV 110 SLO #2 Factors Influencing Success
  - c) PLO #2 Determining Outcomes for Success in College

### **IV) Guided Pathways and Meta-Majors**

- The pathways, maps, and meta-majors are not yet finalized, but we are getting close. The meta-majors are not yet being used for educational plans. The campus has purchased software for students to see the pathways, but Degree Planner will still be most useful on the ground for developing specific educational plans. The pathways will provide more of a bird's eye view for students. Faculty may access Degree Planner through a link on ECC Connect.

### **V) OEI/Finish Faster**

- The department viewed the website. ECC classes are now posted on the site. Faculty who have completed the Course Design Academy have a special quality badge on their class. Counselors sometimes suggest students use the site if they can't find a class they really need.

## **VI) Dual Enrollment**

- Four sections of HDEV are being offered through dual enrollment.
- Two sections (101 1<sup>st</sup> 8 weeks, 105 2<sup>nd</sup> 8 weeks) are offered as part of a Childhood Education pathway.
- Two sections (101 1<sup>st</sup> 8 weeks, 105 2<sup>nd</sup> 8 weeks) are offered at Leuzinger High School.

## **VII) Faculty Evaluation and Recognition**

### **a) ReviewSnap**

- All faculty evaluations will now be conducted online.
- There will be a BSS training for Reviewsnap on Sept. 17 from 1-2:00pm in SOCS 117. Faculty will receive flex.
- The new evaluation forms that went through consultation and were approved last spring will be used on Reviewsnap. The new evaluation forms are clearer, fairer (for example, adjunct faculty aren't asked about office hours and subjective language was replaced with objective measures of teaching effectiveness), and less repetitive.

### **b) Applause Employee Recognition Program**

- Kristie shared bookmarks from the Applause program and suggested that faculty share them with students who may want to recognize an instructor, academic counselor, financial aid counselor, etc.

## **VIII) Curriculum and Textbook**

### **a) HDEV 107 – Navigating the Transfer Process**

- The department needs to explore whether they want to start offering HDEV 107 again. It has not been offered in awhile. We have adjunct faculty who are counselors who would be able to teach the course. Much of the information, however, is already being taught in the many transfer workshops that are available free to students.
- This could possibly be a good choice for dual enrollment classes.
- If the class is not offered, it should be inactivated.

### **b) HDEV 101 and 110 Textbooks**

- A 9<sup>th</sup> edition of the 110 textbook has been issued but the faculty have chosen to continue to use the 8<sup>th</sup> edition because it is cheaper. However, the copies are harder to get.
- The faculty are developing custom versions of the texts to save money for students so that the courses can be listed in the schedule as 'low cost' courses.

## **IX) Department Activities**

- The department mini-retreat is on September 19<sup>th</sup> and will focus on Degree Planner. The department appreciates Amanda Colbeck for stepping forward to provide the training.
- Service learning partners will be visiting the campus this week.

**X) Counselor's Report**

- Cheryl Kroll shared a full list of the university campus tour dates, fall workshops and events, and university representative visits. More tour dates and representative visits will be added.

cc: Dena Maloney, ECC Superintendent/President  
Jean Shankweiler, VP Academic Affairs  
Cheryl Kroll, BSS Counselor  
Human Development Faculty