

El Camino College Childhood Education Department Advisory Committee Meeting Minutes

Details: November 17, 2022

7:15 pm to 8:30 pm

ARTB 313 and on Zoom (Hyflex meeting)

Attendance in person: Cynthia Cervantes, Janice Jefferis, Michelle Moen, David Welch, Nicholas Nilam-Hall, Wendy Mata, Jesicca Quakenbush, Mara Zepeda, Miriam Hernandez, Morgan Weber, Allison Rafter, Clifford Frelix

Attendance on Zoom: Susan Baxter, Kumi Smart, Shanthi Tharuvai, Yadira Arellano, Toni Newman, Mariamah Fofanah, Zubia Khan, Amanda Hsu, Carol Tatsumi, Lidia Montalvo, Catherine Morado

Regrets: Mark Marano, Reshon Moutra, and Brittany Wilson

Agenda Item 1: Greeting and Introductions - Michelle Moen

Everyone was encouraged to introduce themselves as it has been awhile since the board has met. In addition, we have new members.

The committee has not met since Spring 2019 (due to the Pandemic). A meeting was scheduled in Spring 2020, but it was decided to hold a virtual "Meeting by Memo" due to the Pandemic.

Agenda Item 2: Childhood Education Department updates

a. Faculty Updates

Michelle Moen shared the following faculty updates: Dr. Janet Young retired June 2022, Dr. Jennifer Montgomery relocated to Las Vegas, Nevada (summer 2021), and Janice Jefferis was hired as our new full-time faculty (effective Fall 2022). The department recently formally requested another full-time faculty member.

b. Child Development Club

Cynthia Cervantes (club advisor) and Nicholas Nilam-Hall (club president) shared information about the Child Development Club.

- The club meets every Thursday from 6:00-7:00pm. The meetings are hyflex offering both in person and virtual attendance. Their meetings are workshop style often featuring special guests presenting a focused topic. They offer professional development certificates to attendees. They are a VERY active

club since they first began August 2017. The first club president, Morgan Weber, was in attendance at this meeting.

- The Cabinet meets every Tuesday virtually on Zoom from 5:45-6:45pm
- The club is co-sponsoring the 4th annual BEST event this Saturday, November 19th and (part 2) on Saturday, December 10th from 9:00am-3:00pm. Each day will host several professionals who work with children. This free event is open to CDEV students from ECC and other colleges, as well as community members.
- The Play Group will continue (live) in December. They have been meeting virtually since the Pandemic started in March 2020. They will distribute 20 “goodie” bags for the first 20 ECC student parents who register and attend the event. This event is geared towards children ages 0-5 and their grown-up.

c. Future Teachers Club

Janice Jefferis mentioned that the club is collaborating with the Child Development Club for the 4th year on the B.E.S.T event as previously mentioned in the CDEV Club section. Irene Buenrostro is the new elected Club President. Club meetings take place on Wednesdays from 4:30-5:30PM

d. “You and Me” Play Group

The “You and Me” Play Group was covered in the CDEV Club section. Cynthia Cervantes stated that the club has been extremely active during the Pandemic. They have held campus wide workshops in collaboration with the Health Center, 2 Open-Mic events, Parent Cafes (6 week sessions), and Pandemic Parenting Sessions.

e. TEACH program

Janice Jefferis shared that Kumi Smart is training to take over as the TEACH El Camino Program Campus Coordinator starting in spring 2023. This semester Janice and Kumi are Co-coordinating. Both Janice and Kumi attended College Night in October to represent TEACH and the Future Teachers’ Club. They held their first Early Childhood Educator Job Fair on Thursday, September 22, 2022. This event was successful and will probably be held once or twice a year moving forward.

f. Children’s Day

Michelle Moen has been coordinating this event since about 2008. The spring event was cancelled in 2020 due to the Pandemic. We definitely plan on continuing the tradition but not quite yet due to the safety of children during a Pandemic.

g. California Mentor Teacher Program

The CA Mentor Teacher Program funding ended after June 2021. (note: The Block Grant State Funding was eliminated. This program paid for about 30 mentors per year at our college.) We were recently informed that our department will receive

permanent internal funding for both Practicum mentors and to pay for LiveScan Fingerprinting for practicum students.

Valerie Marquez is the CA Mentor Teacher Coordinator at ECC. She is helping secure high quality mentor teachers for our Practicum sites.

Janice Jefferis is reconnecting with various sites from Michelle Moen's site list to reestablish partnerships and secure high-quality mentors.

Michelle Moen visited almost 50 sites during her sabbatical (Fall 2019) and made connections which will hopefully support the practicum site quest.

h. Community Partnership for Teacher Pipeline (CPTP)

Yadira Arellano is in her 3rd year coordinating this program. One part of the program is matching up students to mentors. Advisory members Kumi Smart, Cynthia Cervantes and Shanthi Tharuvai are three of the mentors. Yadira shared that there are 100 students this semester, plus a waitlist. She said 75% of students finish the mentor program.

The department is considering applying for a 2-year extension for the CPTP program.

There is a big gap to become teachers once a student finishes college, graduates, and locates a new teaching job. The opportunity to work with a mentor and gain experience in the field is very valuable and might help with this gap. This mentor program supports future teachers interested in teaching preschool through college.

i. Program Review and Program Plan

Cynthia Cervantes shared that our Annual **Program Plan** was recently submitted into the new system. The prioritization process will be made by the Division Council before it goes to the Administration. The Career Education (CE) **Review** is due every 2 years. The next CE Review is due in February 2023. A survey will be distributed to CDEV students in late November to early December.

Cynthia requested feedback regarding what the committee might want our department to be aware of and perhaps work on. Feedback was encouraged in the chat box on Zoom, the papers provided in person, or vocally either option (in the room or on Canvas). Vocal feedback included the following:

- Wendy Mata said students have a Child Development Center (CDC) facility on many campuses, and we should have one (especially for our Practicum students) and parenting students. Wendy shared how much she and her son would have benefitted from having a CDC on ECC campus and how much easier it would have been for her as a parenting-student to drop her son off at the CDC without worrying about him. The convenience and quality of care was mentioned as a need for ECC parenting students and faculty.
- Mara Zepeda (local preschool director) mentioned that teachers could use more help with conflict resolution, interactions & communication with families (online and in person). For example, how to compose e-mails to families regarding their child's progress in school. Mara noted that providing comfort while keeping a professional backbone is important when sharing

with parents. Teachers need to know how to support the center's philosophy with the parents. Verbiage needs to be clear, and sensitive.

- Cliff Frelix agreed in that communication skills with parents is important.
- Toni Newman mentioned that students inquire (in counseling, where she works) about childcare. She said equity minded institutions need to provide childcare. She mentioned that the college is looking into providing other resources such as food, housing, and basic needs for students. She questioned why then the college forces students to find an outside entity to supply childcare.
- Susan Baxter shared that all of her SLOs over the years state the importance providing (and re-opening our) childcare center(s). (Note: It closed in July 2014.)
- Janice Jefferis read comments in the Zoom chat regarding the value and impact of a child development center. The comments stated the center should be re-opened, which would be an investment in our students. For example, Susan Baxter wrote in the chat: "I teach CDEV 114, could I please have a quality program to support our students' education at our own college? Mechanics have a garage, Cosmetology has a salon, Anthropology has a museum. The Fine Arts have a gallery, Dance has an auditorium.... just sayin."
- Morgan Weber said we need to understand where the resources are – Students might be hesitant to ask about housing and food insecurities. She said instructors need to do more than just state options (for resources) on their syllabi. Instructors should also continue to address it throughout the semester.

Notes/Feedback provided by committee members on paper (on campus) and/or online (chat box in zoom):

- "A focus on special needs education for ALL students & more emphasis in core classes (CDEV 103, 104, 108, 112, etc.) Also, child development center reopening would be awesome for students with disabilities to conduct practicum hours so accessibility at a site is not a worry."
- "Opening child development center: great opportunity for enrolled students/parents."
- "More practicum sections: There are always waitlisted students and to open more sections would help students, in their educational journey and experiences in the field."
- "Child Dev Center would be an amazing asset for students to learn on campus and get the direct support from their peers and instructors."
- "The child development department provides an excellent program, however lacks a lab school which is an absolute necessity which can benefit the campus, students, potential teachers, and amazing child dev. department in many ways."
- "The child development center will bring relief to students who struggle to find a babysitter to leave their children just to come to class. The center will bring great changes."

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- j. Non-Credit Courses
 Cynthia Cervantes shared that our department developed several non-credit courses; 3 parenting courses and 2 CDEV courses. The courses are currently under review. We hope to be able to offer them in a year or so. Ideally, they might bring people into the CDEV pathway. Some people might want to start classes without the worry of being graded on assignments.
 The courses might also be used towards professional development.
 There will be two certificates aligned with these courses.
 Susan Baxter asked if they are either 8 or 16 week classes. Cynthia replied that everything is up for review, but we believe either option might work.
 Wendy Mata thinks the courses are a great idea. She added that everyone should take CDEV 103 (Child Growth and Development) to better understand children and ourselves.
 Cynthia shared that similar non-credit CDEV/parenting courses are taught at other CA colleges.

Agenda item added: **Universal Pre-Kindergarten**

Zubia Khan brought up the topic and stated that schools are getting pushed to include PreK on their campuses. Providers are concerned. Another concern brought up was the current shortage of teachers. Centers are struggling to find staff. Michelle Moen invited Zubia (and others) to send job flyers to post on our job board. Many of our CDEV students are still online (due to the pandemic or other reasons) but some have returned to campus and read the postings on the board.

- k. Permit Specialist
 Nancy Alvarez returned to her role as a Child Development Permit Specialist at ECC. She continues to meet students virtually, over the phone, and on campus. (Note: The CDTC supplies funding for processing permit applications to students seeking, upgrading, or renewing various permits granted by the State Department of Education.)
 Non-ECC students continue to seek Nancy’s help with the Permit process. Other sites send their teachers and students to our campus for help. The process is a complicated one and Nancy’s expertise provides support needed.
- l. Teacher Resource Room (TRR)
 The TRR re-opened last spring after being closed since March 2020 (due to the Pandemic). Wendy Mata and Jessica Quackenbush, continue their roles as (part

time) Super Tutors for our students on-line and on campus They have been added to most all CDEV classes (as a tutor) to promote their availability. Jessica said they are on campus one day per week to help students in person. They are also available virtually throughout the week, including weekends.

m. CDEV Program Assistant

Note: A significant part of our program/department runs on external funding which is usually short term and has to be secured every 1-3 years. This fall we secured short term funding to secure a Program Assistant from November 1, 2022 until June 2023. We are hoping the college will consider hiring a part or full time Program Assistant. Our department runs many programs and hiring a Program Assistant will help mitigate the issue of relying on full-time faculty to fulfill various auxiliary tasks outside the scope of teaching/instruction.

n. Los Angeles County Office of Education (LACOE)

We continue to apply and negotiate to run an Infant Toddler Program at ECC. This grant funds classes for Head Start preschool/infant/toddler teachers. The funding is only for a year and not guaranteed. We apply for it each year. This grant also pays for our Permit Specialist and Super Tutors. Other ECC campus programs and local community colleges send their students to meet with our Child Development Permit Specialist, which signals the critical need to make the position our permit specialist permanent.

o. K-14 Career Pathway

Cynthia Cervantes mentioned that this pathway is on hold. We are in discussion with Torrance High School to help with T-K prep. We are also talking with Torrance Unified School District for upcoming T-K teaching.

p. Dual Enrollment

Cynthia Cervantes stated that Yadira Arellano has been teaching dual enrollment for about 2 years. Valerie Marquez has been working with South Bay Adult School dual enrollment. Cynthia Cervantes is working with Hilary Estes from Torrance Adult School to offer dual enrollment with Torrance Adult School students in the Spring 2023 semester.

q. Workshops & Conferences

Nothing more was added as it was previously discussed.

r. Child Development Center

Cynthia Cervantes shared about working with the new grant director, Liliana Islas, and others on campus to bring more awareness to parenting students and the reopening of the Child Development Center. She attended Impact training sessions this fall and will present to the college president in an effort to continue the conversation on the reopening of the Child Development Center. We are currently gathering data to make our case strong. We have several faculty and staff on campus who are supporting and joining our efforts to reopen the center.

- s. Department representation at ECC events
This topic was put on hold.
- t. Collaboration with Connections for Children
This topic was put on hold.

Agenda Item 3: CDTC - Michelle Moen

Changes and updates: The CDTC no longer issues Coordinator Agreements (effective 2020/21, due to a budget reduction). However, M. Moen continues to volunteer to be the campus contact for El Camino College. The Educational Grant continues to reimburse qualified students \$46 per unit this school year.

Please refer to the CDTC's website for detailed information.
(www.childdevelopment.org)

Agenda Item 4: Childhood Education Updates (PK-3rd Specialist Credential)

This item was discussed at other points during the meeting as noted in these minutes.

Agenda Item 5: Community Outreach

This item was combined with the next item.

Agenda Item 6: Advisory Members' Announcements and Contributions

- Allison Rafters asked our department and college to consider requiring Special Education classes. They are currently only required for the Early Intervention Assistant and Special Education certificates. No other college courses require Special Education classes and it might be beneficial to have a requirement for other departments/degrees to include a class about Special Needs.
- David Welch (director at local site in Palos Verdes) offered his site for our practicum students.
- Zubia Kahn asked if the Permit Specialist can help anyone, not just ECC students. (The answer is yes!)
- Toni Newman (currently working in the Counseling dept, former ECC Child Development Center teacher) said that some students seeking counseling are telling her that they were once children in the college's (former) Child Development Center and now they are grown adults attending college at El Camino.

Please feel free to contact anyone within our department with any questions, comments, suggestions, ideas, or concerns. Below is the contact information for the 3 full time CDEV faculty members at ECC.

Michelle Moen – mmoen@elcamino.edu

Cynthia Cervantes – ccervantes@elcamino.edu

Janice Jefferis – jjefferis@elcamino.edu

Agenda Item 7: A Moment of Gratitude

A note of appreciation to all of our board members. We appreciate your insight and feedback. Keeping in contact with the community will continue to be a goal for our department. Many thanks for your support.

The meeting was adjourned at 8:40pm.

Minutes taken by Michelle Moen