



CHILD DEVELOPMENT PROGRAM ADVISORY COMMITTEE MEETING

April 14, 2023 | 1-2 PM | via Zoom

MEETING MINUTES

- Present:
1. Ms. Jennifer Carter, Center Director, Oak Tree Learning Center
 2. Dr. Dolores Gallegos, Faculty, Behavioral Science (Child Development), WLAC
 3. Ms. Joanne Grey, Child Development Center Director, WLAC
 4. Ms. Anabell Guzman-Cruz, Children's Institute, Headstart Program
 5. Ms. Monica Juarez, Faculty, Child Development, WLAC
 6. Ms. Vicky Nesia, Adjunct Faculty, Child Development, WLAC
 7. Mr. Carlos Sermeno, Chair, Health Sciences Division, WLAC
 8. Dr. Marini Smith, Faculty, Behavioral Science (Child Development), WLAC
 9. Ms. Victoria Stapleton, Former Child Care Provider

Click [here](#) for the Meeting Agenda.

1. **Welcome** – The meeting started at 10:04 AM. Everyone introduced themselves.
2. **Approve Minutes** – April 28, 2022
Motion/Passed (M. Smith/C. Sermeno): To approve the Minutes as presented. Passed unanimously.
3. **Campus Updates**
 - a. April 22nd at 9 AM: West will hold an official opening of the new California Center for Climate Change Education on campus.
 - b. April 19 – Child Development Center Day of the Child: Child development students will conduct a fun day with the children at the college Child Care Center doing hands-on, developmentally appropriate activities that promote motor skills, arts and crafts. The event will give child development students the opportunity to apply the knowledge they learn in practicum and other CD classes.
4. **In-Language Ch Dev pilot program**
 - a. Cohort 1 and in fall cohort 2: The program started in spring, and these cohort 1 students are currently taking three classes. A second cohort program has been approved to start in the fall, and 47 students have already signed up.
 - b. Possible interview with Telemundo: There is much publicity for the program including the LA Times and Telemundo. The LACCD Chancellor Dr. Francisco Rodriguez and Board of Trustee Gabriel Buena came to the campus for a class visit.
5. **Skills Certificate to be converted to Certificates of Achievement 16-units**
The following were approved based on the motion made the Advisory Committee.

- a) *Preschool Associate Teacher Certificate* (CD 1, 2, 11, 34, 172 and 7 OR 8)
- b) *Administration and Supervision of Early Childhood Certificate* (CD 10, 38, 39, 65, 172 & 7 OR 8)
- c) *Infant Toddler Certificate* (CD 1, 2, 11, 30, 31 and 172)
- d) *Teaching Learners with Special Needs* (CD 30, 31, 34, 44, 45, and 172)
- e) *Health, Nutrition and Food Sanitation in ECE Programs* (CD 1, 10, FCS 21, 172 and Health 11 OR 12)
- f) *School Age Programs Certificate* (CD 11, 46, 47, 172 and 7 OR 8)

6. **Approval of a Low-unit Skills Certificate to be converted to Certificates of Achievement 4-12 units.**
 - **CD 1, 2, 7, and 11 – what would we call it?**

Motion (M. Smith/M. Juarez): To discuss the renaming of the certificate. Passed unanimously.

Discussion on the appropriate name for the certificate. J. Carter suggested to include “Title 22” in the name of the certificate, so that centers have an idea what the certificate is since they’re familiar with the term. This will also help educate our students to differentiate between Title 22 and Title 5 schools.

Motion (M. Juarez/M. Smith): To approve the renaming of the new certificate as *Preschool Teacher: Title 22 Certificate*. Approved unanimously.

7. **Program Review**

- a. Our lab classroom and lab office
 - i. We received a laminator in 2021.
- b. Computer (desktops/laptops) needed and color printer
- c. Lending Library: A procedure needs to be created to track the books.
- d. Professional Development workshops: The division is seeking feedback from members in the field that can help them prepare and support students with special needs to be workforce ready. A suggestion was made for West to hold a workshop or a conference that focuses on training directors to be able to support people with intellectual or physical differences. C. Sermeno shared how the Dental Hygiene and Dental Assistant program are able to provide support to their students by conducting special training programs to help them with their license renewal. Fees collected from this training can be used toward scholarships, equipment, or other resources. Similar model can be implemented to provide assistance to child development students for fingerprinting or permit application. **Action: Bring back the item for another discussion in the Fall Advisory Committee meeting.**

8. **Perkin/VTEA Funds**

- a. Purchasing items (iPads, cameras, computers, etc.)
- b. Digital Licensing for CD – “Teaching Channel” (we still have not receiving that membership).

9. **DSPS**

- a. Accessibility at the centers (how do centers support diverse learners, such as multi-language learners, disabilities, etc.)
- b. OER conflict

The college encourages programs to implement OER for their certificate programs; however, the challenge is that not all students have access to technology and be able to access online textbooks. We're still finding ways to help our students access low-cost or free textbooks, but we're also mindful of the constraints.

10. Curriculum/Lesson Planning

- a. Necessary components in lesson plans

The program is looking for feedback from members on ways to better prepare students in creating and implementing lesson plan.

Action: D. Gallegos will send members information from CD 7 and 8 classes for their review and to be discussed in the Fall meeting.

11. A.A. in Child Development course catalog

- a. Course updates
- b. SLos

There is a new system called eLumen being used for these course updates.

12. Promotional video to Increase visibility

- a. Increasing male population in our field

M. Smith shared a short video created to promote and recruit students into the program. One focus is also to recruit more male population and increase representation in the early child care fields. A total of seven promotion videos have been created.

13. Child Development Club-Update

14. Next meeting in the Fall

15. Further Questions

None.

The meeting ended at 11:05 AM.