

**Lassen Community College
Child Development Program Advisory Committee
April 8, 2019
12:30 p.m.
Meeting Minutes**

Present:

Dr. Trevor Albertson, LCC Dean of Instructional Services
Tambra Bowles, Leap Ahead Preschool, Owner
Micah Freeman, LHS & LCC Counselor and Professor
Laura Greer, LCC Faculty and Child Development Director
Fran Oberg, Executive Assistant, LCC Academic Services
Pamela Post, Sierra Cascade Family Opportunities (Head Start), Site Manager
Adam Runyan, LCC Counselor, CTE Transitions
Denise Stevenson, LCC and Sierra Cascade Family Opportunities

I. Call to Order:

The meeting was called to order at 12:35 by Laura Greer

II. Agenda approval/additions or deletions:

A request to add the topic "Accelerated Classes" was made and the amended agenda was approved by consensus.

III. Introductions:

Members present introduced themselves.

IV. Courses for Summer 19 and Fall 19

CD-31/PSY-31 is being offered online this summer. Micah is teaching PSY-31 and Laura is teaching CD-31. High School students like to take this course--possibly because they know Micah so it's not as intimidating.

Fall class offerings were reviewed.

CD-12 is only offered every fall. A comment was made that this is one of two main classes required for pre-school certification. Some pre-school employees have to take this class from other colleges because of the timing of the LCC course offering. If we can get enough students, would it be possible to offer CD-12 every semester?

Face-to-face classes vs. Online classes: The comment was made that many SCFO and day care employees would prefer face-to-face classes. Face-to-Face classes spark interest, students seem to do better and have better retention. Students moving through as a cohort build a connection with others in the field that can last a lifetime. Laura is working on integrating more face-to-face classes into the schedule. Laura asked members to suggest classes for face-to-face offerings. One member would like to see CD-31 offered face-to-face occasionally, maybe not every semester.

One member suggested looking at licensing rules. The state requires PSY-31, CD-12 and two more curriculum-based classes. Find out which curriculum-based classes the state will accept and offer them more frequently.

V. Course Identification Numbering Systems (C-ID)

C-ID is a common course numbering system developed to ease transfer and articulation in California's higher education institutions. Laura is reviewing curriculum to assure the correct C-ID course descriptor is assigned to each class. This will help students avoid taking two of the same type of class. Course numbers may be changing as Laura works through the process.

VI. Child Development Training Consortium

The Child Development Training Consortium gives stipends to Child Development students that are also working at LCC Child Development Center. The Consortium allots 125 units to LCC and we only used 52-54 last year. A student taking a 3-unit course and working at the LCC Child Care Center is allotted 3 units of Training Consortium stipends. Please refer students to Laura. QRIS also offers a scholarship. It is unclear if student can take advantage of both programs without "double-dipping" or being penalized. Laura will check with the Consortium and get back to the members.

VI(a). Accelerated Classes

The comment was made that getting staff trained is a struggle. Many take classes at several other colleges. SCFO has about 20 employees taking classes at other colleges. Leap Ahead has people going to other colleges so they can get through classes before summer. Last summer they couldn't get staffing and had to shut down their summer school-age program. At issue is LCC's timing. SCFO starts hiring in late August/early September, so staff misses registration deadlines for full-term Fall classes. The same thing happens in Spring semester when Leap Ahead is trying to hire for summer.

There is a Teacher-in-Training designation. They must have completed 2 classes and be actively enrolled in other classes. The time between the end of a class and the start of the next class messes with the "actively enrolled" requirement.

Would it be possible to offer CD-31, CD-12 and any curriculum-based classes as late start 8-10 week classes to alleviate the registration timing issue? A section of CD-31 is being offered late-start in the Fall.

VII. Program Review

An Instructional Program Review (IPR) report must be completed every two years. Laura recently completed the current IPR and has sent it forward for review. She asked members to forward suggestions to be included in the next IPR. The Advisory Committee is a valuable asset, offering insight to industry standards and needs. Dr. Albertson thanked members for their time and input.

VII. Adjournment

There being no further business, the meeting was adjourned at 1:20pm.

Lassen Community College Child Development Program Advisory Committee

Meeting Agenda

April 8th, 2019

12:30

- I. Call to order
- II. Agenda approval/additions or deletions
- III. Introductions
- IV. Courses for Summer 19 and Fall 20
- V. Course Identification Numbering System (C ID)
- VI. Child Development Training Consortium
- VII. Program Review

Accelerated Classes

Child Development Advisory Committee Meeting 4/8/2019

Name	Organization	Title
Fran Oberg	LCC	Exec Asst. Acad Svcs
Trevor Albertson	LCC	Dean of Inst.
Michele Freeman	LHS + LCC	Counselor + Professor
Tamara Bowles	Keep Ahead Preschool	Owner
Adam Runyan	LCC	Counselor / CTE Transitions
Pamela Post	SCFO	Site Manager
Denise Stevenson	LCC, SCFO	
Laura Greer	LCC	Faculty