

## Child Development Department Meeting 6: 10/6/2014

**Attendance:**
**Recorder: Tony Henry**

ES	Addison, Tamika		Kramer, Amy	X	Cecelia Thay		Guests:
X	Henry, Tony	X	Landeros, Darlene	X	Williamson, Kisha	X	Lina Soto
X	Hughey, Doug	X	Matthiesen, Lynn	X	Lupe Hernandez		

Item:	Discussion:	Outcome:
Review and approval of last week's minutes	Meeting minutes from 9/29/2014 were reviewed and approved.	
Adjunct Evaluations	Darlene will discuss and schedule adjunct evaluations according to full-time faculty availability. Please familiarize yourself with all aspects of the evaluation process.	
Curriculum	<p>C-ID deadline has passed (October 2) CHLD 50 and CHLD 67 lecture and lab were submitted to stage 3 before the deadline.</p> <p>Ideas for CHLD 82: Students can select their own Special Topic.</p>	<p>AS-T: Darlene will submit the cover letters and other documents to complete the AS-T submission</p> <p>CHLD 99: Cecelia and Michelle Sampat meet regarding the course.</p> <p>CHLD 81/83: Is at Stage 5 and needs to have the PreRec put into place</p> <p>CHLD 82: Has been inactivated. Cecelia has asked Michelle about revising it.</p> <p>CHLD ? : Infant/Toddler Practicum course has continued its momentum. Kisha and Cecelia will meet with colleague with LACCD who has written the course already.</p> <p>Tony suggested looking at the AA-T Child and Adolescent Development</p>
Dept. Chair Meeting Highlights	<p>Winter and Spring has been downloaded</p> <p>New Work Experience Coordinator for the division – Darlene and Tony hoping to meet with the new person</p> <p>Faculty Load – 20 units must be on campus 4 days a week</p> <p>Hospitality and CIS has been given over \$600K from a grant</p> <p>Division holiday and Retirement party has been set Tuesday, Dec 9 at 3:30</p>	
Academic Senate	Vicki Greco, Senator-at-Large, had agreed to represent Child Development for the remainder of the fall semester. Who will represent Child Development in spring 2015?	A discussion to rotate the position amongst the group and Tony and Darlene will get back to Doug for Spring.

		Everyone shared their current on-campus commitments.
Meet with Sara Daum	October 30, 2:00 p.m.	
Child Development books on reserve at the Mt SAC Library	Kisha will discuss	
Bright Horizons Advisory	Thursday, October 23, 10:30 a.m. – 1:00 p.m. Warner Bros. Children's Center. Can anyone represent our department?	
Supplies for remainder of the year	Kisha has received the PO's for ordering Some issues that need to be discussed: Lottery Funds- What project do we want to support for our students? Items must be consumable.	
Spring 2015 –first download for review		Please look over schedule and give changes to Doug
<b>REPORTS:</b>		
Child Development Center	<p><b>Student belongings:</b> There are 15 lockers in the staff room that can be used by students. They will have to be escorted.</p> <p><b>Lab Code of Conduct:</b> Amber drafted an Observation Room Code of Conduct Please see notes from meeting. e.g.: Create a Do area/Do not area on the sheet</p> <p><b>Observation Room Statement:</b> Tony and Kisha were asked to draft a statement regarding the Observation Room for the meeting today. A draft was submitted on the OR as well as a Child Development Complex statement as it relates to what it means to be a Lab School and the partnerships.</p>	<p>Students who have limited/no transportation may utilize the locker First come first serve Discussed issue if 15 lockers are not enough ---for now <b>E-PIE: Purchasing Lockers will be required in the near future.</b> <i>Recommendation to set up an IN-SERVICE between Full-time Faculty and Child Development Specialist and Administration</i> <b>PERKINS: Initial funding for Observation Video for the OR</b></p>
Child Development Training Consortium	No report presented.	
Mentor Teacher Program	No report presented.	
Academic Senate	No report presented.	
CDWFI		Amy presented Transfer Information
Faculty Association	No report presented.	
TPI	29 students attended the October 1 <sup>st</sup> orientation. 7 were Child Development Majors. Jeremy Hart represented counseling.	
CDA Club	No report presented.	
CD Practicum Team	There was a Practicum Mtg. held today at 12:00 Minutes will be provided. Some topics cross-reference above.	

Counseling- Lena	Requested copies of the Green Packet and CDWFI Information	Lynn will give Lena the information
<b>Tabled</b>		