

Early Education and Family Studies Program Review

Administrative Response

June 19, 2015

Thank you for your informative presentation on May 8, 2015. You engaged your audience of PCC administrators, Faculty Department Chairs and others by sharing with us developments within your discipline. In addition, your written report was thorough and instructive. We appreciated hearing the testimonies from students who have benefited from their educational experiences in this program. Throughout the Program Review process, you demonstrated your commitment to our students and to your discipline.

This Administrative Response will: a) note particular highlights within your discipline and Program Review; b) offer suggestions and observations; and c) provide the administrative response to the SAC recommendations.

Noteworthy Efforts or Achievements

- Your courses, such as ECE 124 and 221 Multicultural Practices and HEC 201 Family Partnerships, support equity and inclusion training for students enrolled in your program and also support the core outcomes of Community and Environmental Responsibility and Cultural Awareness. In addition, faculty has engaged in professional development activities promoting cultural competence.
- You included a clear summary of your assessment project related to the Showcase Portfolio and described actions you have taken to improve student success and completion.
- You have demonstrated a commitment to supporting Dual Credit offerings through your outreach activities, through the Early Childhood Symposium, and through your visits to PACTEC sites.
- You have demonstrated your dedication to student access through class scheduling, advising, and program planning.

Suggestions and Observations

- We appreciate the various factors that motivated your recent revision of the Instructor Qualifications and are happy to report that your revised Instructor Qualifications have been approved and posted. (<http://www.pcc.edu/resources/academic/instructor-qualifications/ece.html>)
- We acknowledge your desire to move forward with the remodeling of the Child Development Center and other instructional spaces within the HT Building as part of the current Bond Program. In 2016, the Bond team will re-engage the relevant stakeholders in the HT building, and your Division Dean will represent the various programs in your division. As a part of that process, the needs of the various stakeholders using the HT building will be assessed including those of the Child Development Center and EEFS Program.

Administrative Response to Early Education and Family Studies SAC Recommendations

Recommendations for the SAC

We acknowledge and appreciate your dedication to the students, to your discipline and to the community as evidenced by these recommendations. We support your continued advocacy and goals of improving teaching and learning and student success.

Recommendations for Administrative Support

1) Conduct a search for filling the Sylvania Child Development Center Director position.

The position for the Sylvania Child Development Center Director has been filled on an interim basis. It is administration's intent to begin the national search process for the permanent position within the next several months. Appropriate stakeholder engagement will be included in that process through screening committee membership which will include the development of preferred qualifications along with screening committee materials that align with the College's mission.

2) Support Child Development Center mentor teacher and child development specialist professional development to improve and support high quality mentoring practices.

Through the office of Professional and Organizational Development (POD), the College supports the professional development of College employees through a range of programming and funding opportunities. We recommend that you work with the Sylvania Child Development Center Director along with the Division Dean in exploring opportunities that would be supported by POD. For example, you may be able to apply for funds that would support an "Innovative Pilot Program" related to mentoring. More information is available through this link: <https://intranet-pcc-edu.view.pcc.edu/resources/professional-development/grants/staff-dev.html>

3) Advocate for a designated EEFS technical classroom to be reserved for evening EEFS class scheduling.

Please continue to work with your Division Dean regarding faculty access to classroom materials that are needed to support teaching and learning (as described on pages 20 and 27 of your Program Review).

4) Build into the division or EEFS budget, permanent support for clerical assistance to the current office staff.

We recommend that you discuss with your Division Dean the specific clerical assistance you need so that your Dean can assess whether or not additional staffing is needed. It is difficult during this time of increased competing demands on limited financial resources to create new positions, so we encourage you to continue to dialog with your Division Dean.

5) Actively support creation and reconfiguration of EEFS courses and credentials to meet workplace needs and increase completion rates.

We support your goal to update and reconfigure EEFS course offerings, degree and certificate in order to meet workplace needs and to increase completion rates. Please continue to consult with your Division Dean and with the Curriculum Office as you move through the curriculum development and approval process. In addition, we hope you are aware that Curriculum Development Funding (IIP) may be applied for via Professional and Organization Development. New courses must first have Curriculum Committee approval, but the funding helps support the work of developing the

course fully for offering. We encourage you to take advantage of this opportunity. Information about funding opportunities to support course development and/or course design can be found at: <https://intranet-pcc-edu.view.pcc.edu/resources/professional-development/grants/course-dev.html>

Closing

In closing, we thank the Early Education and Family Studies SAC for sharing the results of your Program Review. We enjoyed learning more about your discipline, your students, and faculty. Thank you for your dedication.

Administrative Response submitted by Loretta Goldy on behalf of the Deans of Instruction and the Dean of Academic Affairs.

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