



Skyline College

Program Review Update

2024-2025

SKY SS - Child Development Lab Center

Michael Kane

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SKY Student and Learning Support Services Program Review Update

Submitter Name:

Christine Herndon

Submission Date:

11/15/2024

DIVISION:

Business, Education, and Professional Programs (BEPP)

PROGRAM NAME:

Skyline College Child Development Lab Center

YEAR OF REVIEW

2024-2025

1. PROGRAM STUDENT LEARNING OUTCOMES (PSLOs) RESULTS

i. How frequently were PSLOs assessed for the last three years?

PSLOs were assessed annually for the last three years.

ii. What have you learned from reviewing the PSLO results? What may account for these results? What are their implications for your programming?

The 2022-2023 PSLOs results capture a broad perspective of the work at the Child Development Center does on behalf of children, their families, and early childhood education students. For each PSLO, there are specific factors that may account for the results and potential strategies for future assessment: a. Environmental Rating Scales (ERS) i. The ERS results vary based on who completed the assessment – classroom staff or independent assessors. The CDC should have classroom staff assess yearly, using these results to report success criteria. Independent assessment can be used for a validity and reliability check for classroom staff assessment. b. i. Desired Results Developmental Profile (DRDP) The DRDP continues to be a reliable indicator of program quality and services for children. The only adjustment to be considered is for children with IFSP's or IEP's on file. The CDC will look to state guidelines with how to incorporate this into children's assessment. c. i. Parent Survey The Parent Survey is limited in scope and breadth of data collected, but mandated by the state. The addition of supplemental questions allows for more detailed data collection on how program services can support parent needs within the scope of the CDC program. d. i. Workforce Training Data collected on student assistant's attainment of Child Development Permits continues to be a good indicator of success for this PSLO.

iii. Are the PSLOs still relevant to your program? If not, what changes might be made?

All PSLOs continue to be relevant to the CDC. Additional Parent Survey questions should be added to collect more detailed data from parents. PSLO data collected highlights the variety of services the CDC provides its stakeholders – children, families, and ECE students. This data does not identify any program administrative or instructional needs or adjustments. Considerations should be made to incorporate these program aspects in another format, in addition to PSLOs.

Submitted a current assessment calendar to the Office of Planning, Research, and Institutional Effectiveness

No

Updated the Improvement Platform with new and/or changed PSLOs after approval by the appropriate person(s)

Not Applicable

Updated the program website with new and/or changed PSLOs after approval by the appropriate person(s)

No

2. ADDITIONAL INFORMATION

Please note anything else that has not been captured above that is relevant to program accomplishments, challenges, and resource needs. Explain and document your response as needed.

The Child Development Center operations is a complex system using a variety college and district departments. It requires an understanding of all college departments as well as county and state education and child development systems. While the PSLOs capture outcomes for stakeholders of the CDC, they do not accurately capture the scope of the work required to administer and complete program requirements. Additional information is need to elevate the work of the staff and faculty as well as provide a rationale for program administration goals and resources requests.

- i. Administrative Services
 - a. The CDC manages local and state contracts, college funding, grants, and tuition. This requires a high-level understanding of these systems and how to navigate through college and district systems to ensure the fiscal aspects of program management are streamline.
- ii. Student Services
 - a. Student Services As a Student Service, the CDC provides specialized, high-quality childcare and development services for students, staff, and faculty. The staff and faculty are also responsible for integrating other Student Services into the childcare program including EOPS/CARE/CalWORKs, SparkPoint, Health & Wellness Services, the EAC and other community resources and referrals.
- iii. Instruction
 - a. Instruction The CDC is an integral part of Instruction in that it provides a contextualized learning environment for students interested in working with children and is part of the teacher preparation program at Skyline College and the district. Students meet course requirements and are able to work or volunteer in the classrooms at the CDC. In addition to students in education, the CDC also provides opportunities for other students to interact with children as they refine clinical aspects of their degree programs such as respiratory therapy, music, etc.
- iv. Program Management
 - a. The CDC staff and faculty are responsible for a variety of program management components related to providing childcare services, family supports, and resources and referrals. Health and safety, staff management, curriculum implementation, assessment, professional development, training, enrollment and case management, family engagement, and partnerships with community programs. Many of these components of program management are legislated, mandated, and require a significant amount of documentation to demonstrate compliance.
- v. Community Partnerships
 - a. Community Partnerships Many of the program components of the CDC are integrated with community programs and local advocacy groups for children and their families. The CDC staff and faculty maintain professional relationships with the local county office of education, the child care resource and referral agency, and provider support groups. Statewide, the CDC staff and faculty work with the Department of Education, the Department of Social Services, and a variety of professional development and early education professional organizations.

Goals & Resource Requests

CDC Operations - Program Management

Increase program support to meet CDC operations

Year Initiated

2023 - 2024

Implementation Step(s) and Timelines

1. Hire department office assistant II – Fall 2025

STATUS

Goal Status Date

11/18/2024

Academic Year Updated

2024 - 2025

Goal Status

Behind Schedule

Goal Status Narrative

This request has not been approved in previous year's requests.

Resource Request

Division Name

Business, Education, and Professional Programs (BEPP)

Year of Request

2023 - 2024

Resource Type

Classified Professional/Administrator Position (permanent)

Resource Name

Office Assistant II

Resource Description

Hire Office Assistant II

Funds Type – Mark all that apply.

Recurring Cost

Briefly explain how this request helps to advance the goals and priorities of your program, the College, the District, and/or the California Community College Chancellor's Office.

As the requirements for licensed childcare and managing state contracts increases, the workload for the program operations has increased significantly. The addition of an Office Assistant II would ensure that the CDC staff and faculty have appropriate administrative support and office coverage which also contributes to security and emergency preparedness for the program.

Cost

110,992

Level of need, with 1 being the most pressing

1

FOR ADMINISTRATIVE USE ONLY

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