**APR Report for 2017-2018  
*2018-2019 Cycle***

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| **Section I: Program Description** |

**IA1. Program (Select your program from the drop down list)**

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| INST SRVCS Child Development Center |

**IA2. Other Program (If your program is not on the above list, write it in here)**

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**IB. Program Lead (Your first and last name)**

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| Meghan Hall-Silveira |

**IC. Program Mission Statement**

Provide the Program’s Mission Statement.

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| **The Taft College Child Development Center works with the community to provide quality childcare with respectful caregiving practices, in a healthy and safe learning environment and in a culturally sensitive manner.** |

**ID. Program Summary**

Provide a brief summary on the current status of the program being reviewed.

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| **The Taft College Child Development Center serves the TC student population along with the community. It currently has 125 seats filled with our littlest learners. It is funded through the State Department of Education State and Migrant programs and the Federal Food program. We have made great strides in addressing health and safety concerns. We currently have a single- entry sight which goes through the main office and replaced multiple entries points on the children’s playgrounds. We are prepped and ready for the 2 ft. expansion fencing panels to be installed on top of our 4ft fence. We serve our TC student population by providing 3 pre-k lab observation rooms, giving them ample opportunities to see and experience human growth and development. Audio is working in 2 out of the 3 observations rooms. We have two toddler and two infant rooms without observation or audio capabilities. Three of the oldest portable buildings are being prepped for abandonment.** |

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| **Section II: Looking Back—2017-2018** |

**IIA. Present the Results** (Rubric Criterion 3)

Provide a descriptive summary of the outcomes from the 2017-2018 cycle of program review.

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| **The TC Child Development Center has gone through a deep purge of broken and un-usable materials. Three large Westside Waste trailers full of rubbish left our campus. Two classrooms are in process of being repaired and renovated. Painting, flooring and cabinetry has been completed in one building thus far. Chemicals have been relocated from a hot building to the main building in order to have safe cool floor storage. Fencing has been fabricated and installed correcting a design oversight that posed a possible safety issue. Dead trees and bushes have been removed. General grounds maintenance and clean -up has been launched. TC lab observation rooms were cleaned out and made ready for students. The ECE conference room has been re-established along with the laundry room, food storage room and staff lounge.** |

**IIB. Probe the Results: I Wonder . . .** (Rubric Criteria 1, 3)

In this section, judge whether the activities you implemented in 2017-2018 to reach your goals were effective. Did the activities have an effect on the outcome? Please describe WHY you believe your outcomes came out the way they did. Did you reach your goals? If yes, explain why. If you did not reach your goals, explain why.

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| The goals for the TC Child Development facility has not yet been reached. However, the activities that have been completed have been obvious and meaningful to safety of children, parents, staff and TC students.  The cleaning and making spaces appropriate for the TC lab students has shown an increase in attendance to the site. More students are going into the lab rooms and watching and listening to children’s development. Children are using the outdoor spaces more freely as gates and fencing are securely closed. Staff have shown signs of increased satisfaction as they now have a space to complete paperwork, staff meetings and trainings in the conference room.  The outcomes came out the way they did because of the support of Administration, Maintenance and Operations dept., new management and focused attention on the Mission Statement and AR Goals.  We are not complete as adjustments must be made to children and classrooms. When the first repaired classroom passes fire marshal inspection children will be moved in while the second building goes through the renovation process. The 2ft. fencing topper has yet to be installed as we had setbacks with the weather. |

**IIC. Ideate Innovations: What if . . .** (Rubric Criteria 1, 5)

In this section, describe activities you believe would have an effect on your 2018-2019 outcome measures.

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| I believe re-locating the fire alarm system out of the un-used building would be the first step in complete abandonment. This would enable us to board the windows and secure the doors preventing trespassing. Complete demolition and removal of portable buildings 1, 2, 8 and the office trailer. |

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| **Section III: Looking Forward—2018-2019** |

**III. List Your 2018-2019 Goals—Be Quantitative!**

List your 2018-2019 APR goals in terms of their expected changes on the outcome measures as indicated earlier. Each goal that requires resources, impacts other areas, or otherwise is substantive requires the submission of an APR Goal form. Keep in mind the scoring rubric criteria:

1. The relationship between program review narrative and the APR Goal is evident and strongly supported by evidence.
2. The APR Goal directly implements institutional planning document goals.
3. The outcome directly implements institutional planning outcomes, and is transferrable and/or scalable institutionally.
4. APR Outcome indicators, methods and/or timelines use institutional measures, transferrable/scalable institutionally
5. Before/after benchmarks and timelines are completely specified, identical methods, transferrable/scalable.

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| The goal for the Child Development Center is tri-fold. The focus is on TC students, staff and children.  We intend on establishing a Children’s Library in the foyer of the CDC using creative and attractive Roomscape System of walls and book shelves. It will include seating, softness and a wireless barcode book tracing system for parents and ECEF students to check-out resources. We hope to have it up and running smoothly within 1 year. Usage will be evaluated based on sign in-sheet, frequency and amount of resources being checked out.  We hope to establish audio/ video and tele conferencing equipment to better serve TC observational, Practicum students and support CDC staff. Our goal is to install 4 cameras in our 4 Infant Toddler classrooms and a NVR monitoring screen in an established observation room. This will ensure students are able to hear and see human growth milestones without interrupting the classroom space. To support staff, faculty and community committees, such as Perkins Committee and the ECE club, we aim to install state of the art multimedia equipment in the CDC Conference room. Trainings have already been held in the designated space and IT was able to loan limited equipment, yet it was not without challenges. It will better serve all in need and outcomes will be measured by a conference room schedule calendar. We are hopeful this goal will be met within 1 year.  We hope to have a designated office space titled “General Support Office” which will lend itself to HR, ECEF Faculty, Tutors, Licensing and State Department of Ed Consultants. HR has expressed a desire to spend one day a week at the center to get to know staff and to build the campus family environment. ECEF Faculty wish to be available for their observation and practicum students while also having space for a private discussion or on-line work completion. The office needs a desk, TC computer and warm and inviting seating. We hope to meet this goal within 1 year. A sign- in sheet or reservation calendar will measure the usage.  Make organizational changes within the department in order to stay in compliance with the State Department of Education funding terms and requirements. We hope to have this implemented within 6 months.  We aim to achieve a higher CTE ECEF student enrollment as we aid them through the Guided Pathway System. The CTE Advisory Committee will use SLO to modify and align current standards in the work field and plan for adjustments in the curriculum and Guided Pathways. Expanding and improving the audio/ video capabilities of the Lab School meets the standard priorities and will be a reliable convenience for the matriculating student. Providing webinar, skype trainings and a fully functioning conference/training room maximizes the benefits we offer students and staff.  Last year’s goal for creating a safe and developmentally stimulating Child Development Center for the children has not yet reached completion. This is an on-going goal and has been funded to some extent. The repairs and renovations are moving forward steadily while areas of safety are being address immediately. Fencing has been added, families and students have been re-directed to a safer entrance path and partnerships with other support agencies are being explored. We aim to have a uniform and consistent signage on our state-of-the-art building, proudly showing the community and TC student who we are. |
| **Section IV (Optional): Evaluation of Program Review and Planning Process** |

**IVA. Evaluation of Program Review and Program Planning Process**

In this cycle of program review, what aspects of the program review and program planning process worked best and why?

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| The one on one discussion with Department lead Rebecca Roth and the one on one guidance with Julie Marty- Pearson.  Thank you. |

**IVB. Evaluation of Program Review and Program Planning Process**

In this cycle of program review, what aspects of the program review and program planning process would you change and why?

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| I would appreciate more drop-down features, such as Institutional Goal list, Facilities Goals list etc. |