



**POSTSECONDARY PROGRAM CURRICULUM
AY 2019-2020**

Certificate in Early Childhood Education Child Development Associate (CDA) Track

Post-Secondary Program Title

Formerly (If applicable, include old program title)

TPS

Division

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Author 1

1/6/20

Date Submitted to CRC

Education

Department

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1/30/20

Date Reviewed by CRC

Identify action to be taken below (check all that apply):

- ☐ Adoption – All signatories
- ☒ Substantive Revision – All signatories except the President
- ☐ Non-substantive Revision - All signatories except the President
- ☐ Reinstitution – All signatories except the President

APPROVED

Effective Catalog **AY 2020-2021**

Date Approved **2020.2.21**

Effective Banner Term **202080 (Fall 2020)**

Postsecondary Program Curriculum

I. TYPE OF ACTION

Identify the type of action that applies. *(If previous program approval form exists, please attach).*

A. Adoption

B. ☒ Substantive Revision (select all that apply):

Check if Applicable	Requested Change Type
<input checked="" type="checkbox"/>	Change in number of credit hours
<input checked="" type="checkbox"/>	Change in Major Requirements
<input checked="" type="checkbox"/>	Change in distribution of requirements affecting Major or General Education Requirements
<input checked="" type="checkbox"/>	Change (addition, revision, etc.) in Student Learning Outcomes (SLOs)
<input checked="" type="checkbox"/>	Change in Program title: (original program will be automatically archived) New Title: Certificate in Early Childhood Education CDA Track
<input checked="" type="checkbox"/>	Describe above changes and specify changes not listed above: Added the option of a CDA track for the Cert in ECE.

C. **Non-Substantive Revision (select all that apply):**

Check if Applicable	Requested Change Type
<input type="checkbox"/>	Wording change in the catalog program description that does not significantly change the program content
<input type="checkbox"/>	Change in program Major and/or General Education Requirements that does not change the distribution of requirements
<input type="checkbox"/>	Change in program General Education Requirements that does not change the distribution of requirements
<input type="checkbox"/>	Other: (please specify)

D. ☐ **RE-INSTITUTION** (attach a copy of the most recently approved course curriculum and update the following information)

Justification for course reinstitution:

II. INTRODUCTION

A. CONTEXTUAL FRAMEWORK FOR REQUEST FOR ACTION(S)

The Certificate in ECE requirements will include an additional track option for students to take a course to prepare

- B. This is a CTE program and is aligned with Human Services/Education and Training Career Cluster
and is aligned with Early Childhood Development & Services/Education and Training Career Pathway.

(See <https://careertech.org/career-clusters> and <https://cte.careertech.org/sites/default/files/CareerClustersPathways.pdf> for more information)

III. RATIONALE FOR PROPOSAL

- A. Reason this proposal should be adopted in light of the College's mission statement and educational goals (adoptions only).

Guam Community College is mandated to provide career and technical education to meet the needs of Guam's workforce and is committed to providing a comprehensive offering of career-technical programs. This program helps develop the knowledge and expertise of those who work in education related fields. There is a constant demand of positions opened in education each year at both public and private schools.

- B. Long-term employment outlook for this program area, including the number of available positions in the service area for graduates and expected salary level (update for currency).

The long-term employment outlook for graduates in this program is favorable. There is a large turnover of workers in the childcare industry. An increase in early childhood personnel is needed with the concomitant increase in the island's population, military buildup, as well as a shift in social-economic conditions of families where both parents work. With the changes in family structures, the availability of grandparents and other relatives to care for young children has decreased, making it necessary to seek formal childcare for working parents. The program also serves a large number of students seeking to transfer to four-year institutions and continue with their Associate and/or Bachelor's degrees.

There is a continuous need for trained pre-professional educators and educators in the island. The Department of Defense Educational Activity (DODEA) schools seek those with Associate degrees in education related fields for educational support assistants (school aides) and the Certificate courses can be applied to the AS in Early Childhood Education degree.

- C. Conformity of this program to legal and other external requirements. Include Guam State CTE requirements, accrediting agency standards, State Board regulations, and professional certification or licensing requirements if applicable.

This Substantive Revision meets several state and national requirements. It meets the Head Start minimum education requirements under staff qualifications for Head Start Assistant Teacher, Family Childcare Provider, and Home Visitor (See Head Start Program Performance Standards Excerpts 45 CFR Chapter XIII).

It also is mentioned in P.L. 31-73 known as Child Care Facilities and Group Care Homes Rules and Regulations. For Early Childhood Master Provider/Early Childhood Assistant Director/Director, it states Child Development Associate Credential (CDA) for all levels 1-4 as an option under experience with relevant and appropriate age group (P.L. 31-73, Appendix A, p. 17).

D. Results of program assessment (attach assessment)

The program meets part of the new requirements for caregivers/childcare directors set forth by Public Law 31-73 signed June 2011 and administered by the Department of Public Health and Social Services. Six semester hours in ECE Core Knowledge Areas is one of the requirements for Early Childhood Master Provider/EC Assistant Director/Director. In 2013, all Head Start teacher aides were required to have a minimum of a Certificate in Early Childhood Education. The Certificate in ECE can be considered a rung on the career ladder leading to an associate's or bachelor's degree. All the technical requirements in the certificate program are also required in the Associate of Science in ECE program.

This program has gone through the assessment cycles set forth by the College. Student surveys were administered regularly. Results of the feedback were incorporated into the revision of the program. In addition, interviews with employers, former and present students, advisory committee members and adjunct and full-time faculty were conducted. Faculty at the University of Guam and advisory committee members reviewed the program requirements for the Certificate in Early Childhood Education. The courses in the Certificate program and possible technical-related courses can be seen as an educational ladder toward the Associate of Science in Early Childhood Education and eventually, if desired, a Bachelor's degree at GCC or UOG.

IV. RESOURCE REQUIREMENTS AND ESTIMATED COSTS

A. Resources (materials, media, equipment) and costs (only add if new for the program)

A Growth Budget for ECE was submitted for FY2021 which included \$1500 to cover the annual cost (of a two-year term) to become a partner with the Council for Professional Recognition's CDA National Credentialing Program; a requirement in order to offer the CDA credential.

An adjudication memo was submitted in Nov. 2019 that listed this course and proposed lab fee for CD293 to cover the application cost; however, due to several conversations with Financial Aid Office and the Dean it will be expected that students be responsible for the application fee on their own.

A Professional Portfolio must be completed within the six months prior to application for CDA Credentialing which this program will assist with in addition to preparing for a validation visit. The total cost to apply for the CDA credential is \$500 per student. Besides being part of Guam public law and recognized by GDOE this is a nationally recognized credential.

B. Facility requirements (only add if new for the program)

No additional laboratory or classroom space is required for the revision of this program. Instruction will occur in College classrooms and students and faculty will also have access to the Mansana Resource Center and Lab.

C. Does the proposed curriculum meet the requirements for Title IV Federal Student Aid?

☒ Yes

☐ No

Comments:

V. IMPLEMENTATION SCHEDULE

Implementation Term: Fall 2020

Due to the Chalani 365 model, programs approved during the current academic year will be implemented only if all associated courses that require changes in alpha, number, or title have been fully submitted by December 13, 2019. Submissions received after that date cannot be guaranteed to be reviewed and approved in time for following AY implementation.

VI. PROGRAM DESCRIPTION & STUDENT LEARNING OUTCOMES -PROGRAM LEVEL

This program description will appear in the College Catalog followed by the Student Learning Outcomes – Program Level. ***Refer to Student Learning Outcomes (SLO) Handbook in developing SLO's** (available on the Worklife tab on MyGCC).

A. PROGRAM MISSION:

The Early Childhood Education CDA Track's mission is to prepare individuals to be professional educators for young children, demonstrate positive attitudes toward all children and their families, obtain the skills to plan and implement a program that is safe, educational, and healthy.

B. PROGRAM DESCRIPTION:

Early childhood educators and caregivers work in Head Start programs, childcare centers, family home care programs, elementary schools, social services programs, and health care services. These professionals plan and implement appropriate experiences for young children in areas such as language, health, movement, creativity, thinking, problem solving, self-concept and social behavior. They also supervise children's activities, care for their needs, keep records of their progress, and confer with parents and other professionals.

The Certificate in Early Childhood Education CDA Track is closely aligned with national standards and meets Head Start requirements for classroom personnel. As part of this program there is an option for students to earn a 'stackable' internationally recognized credential, the Child Development Associate (CDA) Credential.

C. PROGRAM LEARNING OUTCOMES:

Upon successful completion of this program, students will be able to:

1. To advocate appropriate practices based on the National Association for the Education of Young Children (NAEYC).
2. To effectively and respectfully communicate with children, staff and families from diverse backgrounds and special populations.
3. To implement developmentally and age-appropriate teaching needed to effectively work with children birth to age five.
4. To prepare students to obtain the nationally recognized Child Development Associate (CDA) credential.
- 5.

☒ These PLOs can be measured and learning is demonstrated.

VII. PROGRAM DESCRIPTION

A. PROGRAM TITLE

Certificate in Early Childhood Education (ECE)

B. CREDITS (MINIMUM CREDITS REQUIRED)

General Education:

0

Major Requirements:

30

Electives (if required):

0

Total Number of Credits:

30

C. COURSE SEQUENCE

Semester 1			Semester 2		
Course #	Course Name	Credits	Course #	Course Name	Credits
CD110	ECE Orientation	3	CD293	Early Childhood CDA Practicum	12
CD140	Nutrition & Physical Health	3	CD285	Childcare Management	3
CD180	Language Arts in Early Childhood	3			
CD221	Child Growth & Development	3			
CD260	Social & Emotional Development	3			
Total		15		Total	15
Semester 3			Semester 4		
Course #	Course Name	Credits	Course #	Course Name	Credits
Total				Total	
Semester 5			Semester 6		
Course #	Course Name	Credits	Course #	Course Name	Credits
Total				Total	

Program Total: 30

D. TARGET POPULATION

Students who are pursuing a career in an early childhood educational setting.

VIII. ELIGIBILITY REQUIREMENTS (IF APPLICABLE) OR PREREQUISITE(S):

There are no eligibility requirements for entry into the Certificate in ECE program.

IX. CONTENT

List of courses required, to complete this program in order as they will appear in the catalog. Courses grouped according to: General Education, Major Requirements, etc. If new courses are part of the program, Course Guides must be included with this request for approval.

- A. General Education Requirements - minimum 19 credits, if a specific course is required for a Gen Ed section, it must be notated otherwise it will default to student choice based on approved General Education course options (see Gen Ed listing for details).**

N/A

Total General Education Requirements Credits: 0

B. Major Requirements:

CD110 Early Childhood Education Orientation (3)
CD140 Environments for Young Children (3)
CD180 Language Arts in Early Childhood (3)
CD221 Child Growth and Development (3)
CD260 Social and Emotional Development (3)
CD285 Childcare Management (3)
CD293 CDA Practicum (12)

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Total Major Requirements Credits: 30

C. Elective Requirements - optional (electives must be within program of study):

None

Total Elective Requirements Credits: 0

X. PROGRAM MEANS OF STUDENT ASSESSMENT

The capstone course CD293 CDA Practicum, will be used for program assessment. Evaluation may include documentation of hours worked, attendance at group practicum meetings, mentor's and instructor's evaluation of job performance, and completion of an essay that discusses reasons for entering the field. Documentation and rubric tools are attached. Criteria for success will be that 70% of students enrolled in CD293 will score an average of 'good' or better, with no score falling below 'fair' on the Practicum Rating Scale. Practicum instructors are highly encouraged to use the GCC Practicum Observation Checklist during each visit and use it to discuss progress with each student encouraging reflective thinking.

XI. ARTICULATION

A. Secondary programs Yes (Please list)

Students who complete CTE050, CTE051, CTE060, CTE061 with a grade of 'B' or better in addition to 180 work experience hours will earn Mastery and be able to articulate 6 credits (CD110 and CD180).

Attach Dual Credit Articulated Programs of Study Agreement or DCAPS (if appropriate)

XII. ADVISORY MEETING MINUTES (Please paste or attach to document)

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Save Document

Clear Form

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