CFS 270 - Administration & Supervision of Early Childhood Programs 1 Course Outline

Approval Date: 03/10/2022
Effective Date: 08/12/2022

SECTION A

Unique ID Number CCC000233453

Discipline(s) Child Development/

Division

Distance Education Mode On-Campus
of Instruction Hybrid
Entirely Online

SECTION B

General Education Information:

SECTION C

Course Description

Repeatability May be repeated 0 times

Catalog Introduction to the administration of early childhood programs. This course
Description covers program types, budget, management, regulations, laws, and
implementation of policies and procedures. Examines administrative tools,
philosophies, and techniques needed to organize, open, and operate an early
care and education program.

Schedule
Description

SECTION D

Condition on Enrollment
1a. Prerequisite(s)
CFS 120 and
CFS 140

d.

Reading assignments are based on textbook readings or instructor generated handouts.

For example:

1. Read the Funding Terms and Conditions for State-subsidized programs distributed in class.

2. Read chapter 7 in "Administration of Programs for Young Children" which discusses the causes and prevention of staff turnover.
   B. Writing Assignments
   1. Budget
   For example:
   Students will develop a budget for a hypothetical program.
   C. Other Assignments
   -

5. Required Materials
   A. EXAMPLES of typical college-level textbooks (for degree-applicable courses) or other print materials.
   Book #1:
   Author: Bruno, Holly Elisa
   Title: What You Need to Lead an Early Childhood P,av3