Course Title: Administration of Programs for Children III
4 semester hours

Course Description:
An advanced study of the skills and techniques in managing early child care education programs. R1, E1, M1

Course Learning Outcomes:
The student will plan staff development; demonstrate skills in children's curriculum planning and supervision; and define adult learning theory and practice.

Course Objectives:
During the semester the student will:
  • Describe the role of a curriculum supervisor
  • Explain five principles of supervision
  • Apply interpersonal skills such as working on teams, teaching others, serving children and parents, leading, negotiating, and working well with people from culturally diverse backgrounds
  • Evaluate three major educational theories underlying the curriculum approaches in early childhood programs
  • Describe the standards of quality in early childhood programs
  • Develop a curriculum framework for an early childhood program
  • Evaluate the selection of commercial curriculum
  • Describe the environment, equipment and materials, program structure activities, and experiences, and adult interactions necessary in a developmentally appropriate curriculum for infants, toddlers, preschoolers, school-age, and family child care
  • Use at least four curriculum assessment or evaluation instruments
  • Analyze curriculum strengths and weaknesses at assigned site and implement at least five improvements
  • Develop a program and an individual staff training or performance improvement plan based on assessment of assigned site

SCANS:
The SCANS competencies identified by the Secretary's Commission on Achieving Necessary Skills have been infused into this course. The SCANS were developed to close the gap between training and workplace know how. Specific competencies to be developed in this course include:
  C4 - Assess skills and distributes work accordingly, evaluate performance and provides feedback
  C12 - Communicates ideas to justify position
  C13 - Negotiates - works toward agreements involving exchange of resources, resolves divergent interest
  C17 - Improves and Designs Systems - Suggests a modification to existing systems and develops new or alternative systems to improve performance
IDEA:
The IDEA System defines effective teaching in terms of progress on particular objectives. The following objectives will be used to rate student's progress in this course.

- Learning to apply course materials
- Learning to analyze and critically evaluate ideas, arguments, and points of view
- Acquiring skills in working with others as a member of a team

STUDENTS REQUESTING DISABILITY ACCOMMODATIONS OR INFORMATION ARE ENCOURAGED TO CONTACT THE OFFICE OF SPECIAL POPULATION, HARVIN CENTER 698-1298

Textbooks:
