



HFST 1600

Division: Social and Behavioral Science

Department: Home and Family Studies

Course: HFST 1600

Title: Child Care As A Business

Catalog Description:

This course surveys the many challenges and rewards of owning and managing a child care facility. The course specifically addresses trends in child care, setting up a child care business, legal issues, and staffing.

General Education Requirements: N/A

Semesters Offered: Spring

Credit/Time Requirement: Credit: 2; Lecture: 2; Lab: 0

Clock/Hour Requirements: 0

Offered for Non-Credit: No

Prerequisites: N/A

Corequisites: N/A

Justification:

HFST 1600 is a required course in the Child Care Management Applied Associate Degree Program. It has been recommended by the Snow College Child Development Center Advisory Board as an important class to assist potential child care providers in starting and/or administrating successful child care businesses.

Student Learning Outcomes:

Upon successful completion of this course, students will:

- demonstrate knowledge of Utah State Licensing rules and regulations for setting up and running a center based day care
- organize a prototype day care facility using state licensing guidelines
- know that early childhood education and administration is a valuable field of employment
- appreciate the need for educated and experienced professionals in the early childhood field.

Content:

This course will include practice and/or study of the following child care related topics:

- Developing Interpersonal Relationships
- Assessing Community Need and Establishing a Program
- Licensing and Certifying
- Establishing and Working with a Board
- Handling Financial Matters
- Funding a Program

- Analyzing Space Requirements
- Equipping a Center
- Staffing a Center
- Publicizing a Center and Selecting Children
- Grouping and Enrolling Children
- Managing Food, and Health and Safety Programs
- Evaluating Center Components
- Providing for Personal and Professional Staff Development
- Working with Parents, Volunteers and the Community
- Director Responsibilities
- Historical Roots and Current Trends in Child Care

General Education Outcomes:

2) Write clearly, informatively, and persuasively.

Each student will complete a variety of technical and analytical writing assignments that explore and/or illustrate important management concepts and their roles in the successful operation of a child care business. Class assignments are designed to allow practice in basic skills necessary for successful completion of a group portfolio assignment. Class assignments will be returned with suggestions for improving the use of information in the practice exercise. A group portfolio business plan will assess understanding and application of reading material.

Key Performance Indicators:

- self evaluation assignment: 10% of final grade
- one examination (essay and short answer): 10% of final grade
- Child Care Center Floor Plan: 10% of final grade
- chapter presentation: 20% of final grade
- group portfolio: 50% of final grade
- (Percentages are approximate.)

Representative Text and/or Supplies:

- D.J. Sciarra and A.G. Dorsey, *Developing and Administering a Child Care Center*, United States: Delmar Publishers. (current edition)

Optimum Class Size: 18

Maximum Class Size: 24

Signatures:

I hereby submit this course syllabus:

Tracie Bradley, MEd, Associate Professor

I hereby find this course consistent with the goals and resources of the Home and Family Studies Department:

Kim Cragun, MS, Associate Professor, Chair

I hereby find this course consistent with the goals and resources of the Social and Behavioral Science Division:

Sue Dalley, M.S., Associate Professor, Dean

I have discussed the need for library resources related to this class with the person submitting the syllabus:

Lynn Anderson, MLIS, Technical Services Librarian (Main Campus)

Michelle Olsen, MLS, Campus Librarian (Richfield Campus)