Alexandria Technical and Community College

CHCA 2640: Program Planning

A. COURSE DESCRIPTION

Credits: 3
Lecture Hours/Week: 2
Lab Hours/Week: 1
OJT Hours/Week: *.*
Prerequisites: None
Corequisites: None
MnTC Goals: None

This course is an advanced level exploration of program management skills for teachers of young children. Emphasis is on organizing, implementing, and evaluating a quality, comprehensive child care program plan.

B. COURSE EFFECTIVE DATES: 07/01/2000 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. Demonstrate an understanding of licensing/accreditation standards.
2. Demonstrate an understanding of infant through school-age development.
3. Demonstrate knowledge of DAP practices and learning theory.
4. Explore a variety of planning approaches including environment based, cognitive orientated, and theme based planning.
5. Demonstrate and evaluate comprehensive planning procedures.
6. Demonstrate ability to appropriately schedule and plan both daily and weekly schedules.
7. Describe community resources as they relate to program planning.
8. Describe and evaluate parent/family involvement in program procedures and planning.
9. Demonstrate team/networking procedures as they relate to EC programs.
10. Demonstrate ability to document and use record keeping skills as a tool in programming.

D. LEARNING OUTCOMES (General)

1. The learner will exhibit an understanding of development, inclusion, and program standards.
2. The learner will integrate activities into family and community life.
3. The learner will demonstrate a comprehensive program plan.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted