

# **CFS 271 - Supervision & Administration of Early Childhood Programs II Course Outline**

**Approval Date:** 03/10/2022

**Effective Date:** 08/12/2022

## **SECTION A**

**Unique ID Number** CCC000577012

**Discipline(s)** Child Development/

**Division** Career Education and Workforce Development

**Subject Area** Child Family Studies

**Subject Code** CFS

**Course Number** 271

**Course Title** Supervision &





1. Development of staff and administrators
2. Modeling and coaching
3. Cultivating leaders
4. Leadership styles
5. Confidentiality
6. Setting priorities between home and work
7. Professional memberships and advocacy

**4. Methods of Instruction:**

**Activity:** Group activities on questions in class

**Discussion:** Discussion on topics in course.

**Lecture:** Lecture used on some topics.

**Online Adaptation:** Discussion, Journal

**Explain how the online adaptation of the methods of instruction aligns with the course**

**outcomes:** Group activities will be moved to either discussions or journal assignments.

**2. Methods of Evaluation:** Describe the general types of evaluations for this course and provide at least two, specific examples.

**Typical classroom assessment techniques**

Quizzes -- Short answer and/or multiple choice, but not limited to

Papers -- Journal reflections and responses to scenarios.

Additional assessment information:

1. Class participation and discussion

For example:

The professor will read "Tear-water Tea". In small groups the students will discuss the appropriateness of using the technique illustrated in the story with the staff at an early care and education program.

2. Written assignments

For example:

Students will create a vision and mission statement for their work with young children.

Letter Grade or P/NP

**3. Assignments:** State the general types of assignments for this course under the following categories and provide at least two specific examples for each section.

- A. Reading Assignments

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

For example:

B. Writing Assignments

1. Written assignments

For example:

Read "I Am In Charge of Celebrations" which illustrates a young girl's exploration of what is important to celebrate in life. Write a 2-3 page paper describing your thoughts and reflections on the book.

2. Class participation

For example:

In small groups, students will develop persona dolls that represent the collective perspectives of the group on ideal early care and education programs.

In an online class, they will create their persona dolls and share photos and discuss online.

C. Other Assignments

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**4. Required Materials**

**A. EXAMPLES of typical college-level textbooks (for degree-applicable courses) or  
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