

EARLY CHILDHOOD CENTER MANAGEMENT

Associate in Applied Science

General Requirements: Total Hours: 63 • Minimum GPA: 2.0

Program Description: The Associate in Applied Science in Early Childhood Center Management will provide students with the ability to articulate, interpret and apply principles to the daily operations of all aspects of a child care center. The degree is designed to allow the student to examine the administrative responsibilities of the early childhood center director. Students will analyze state regulations, characteristics of a successful director and explore management techniques.

GENERAL EDUCATION REQUIREMENTS 18 hours

Area	Min. Hours	Courses
Communications	6	ENGL1113 English Composition I ENGL1213 English Composition II or ENGL2033 Technical Writing and Reporting
Social Science	6	HIST 1483 U.S. History to 1877 or HIST 1493 U.S. History, 1877 to Present POLS 1113 U.S. Government
Selected General Ed Requirements	6	BISC, BOT, CHEM, MATH, MUS, ART, PSY, SOC, SPCH, SOC, SPCH, CMSC, GEG, PHSC

TECHNICAL-OCCUPATIONAL SPECIALTY COURSES 36 hours

Area	Min. Hours	Courses
Early Childhood Center Management	15	ECM 2113 Early Childhood Center Policies and Procedures ECM 2123 Early Childhood Center Financial Planning and ECM 2133 Early Childhood Center Personnel Development and ECM 2143 Early Childhood Center Program Development and ECM 2243 Early Childhood Center Facility Management ECM 2313 Early Childhood Center Marketing and Public Relations ECM 2413 Managing Personnel Performance Standards ECM 2423 Managing Diversity in Early Childhood Education ECM 2432 Leadership in Early Childhood Education ECM 2443 Early Childhood Ctr. Admin. Responsibilities—The Director
Child Development	21	CD 2023 Nutrition, Health and Safety for Children CD 2173 Cognitive Skills for Children CD 2103 Education and Services for Children with Special Needs CD 2043 Parent and Community Relations CD 2053 Child Growth and Development CD 2063 Behavior and Guidance of the Young Child CD 2073 Music, Movement and Creative Arts CD 2183 Language and Social Skills for the Child

SUPPORT AND RELATED COURSES 6 hours

Area	Min. Hours	Courses
Sociology Management		SOC 2183 Sociology of the Family MGMT 2103 Occupation/Technical Internship (CD)

INSTITUTIONAL REQUIREMENTS 3hours

Must fulfill computer literacy requirement. See page 41 for options.