

**THE UNIVERSITY OF WEST FLORIDA**  
**NOTICE OF PROPOSED AMENDMENT TO REGULATION**

**DATE:** August 15, 2022

**REGULATION TITLE AND NUMBER:** UWF REGULATION 5.010 *Educational Research Center for Child Development*

**PURPOSE AND EFFECT:** The purpose of this amendment is to remove the fee schedules from the regulation to facilitate the charging of fees at cost. Additional formatting changes have been made to conform to the current template.

**SUMMARY:** The proposed amendment to this regulation is as follows:

- Minor formatting revisions utilizing the current Regulation template
- A goal of providing educational opportunities and practical experience to interested University students through internships and educational research experiences was added
- The admissions process was revised to reflect admissions priorities
- A link to current fees was added ([uwf.edu/erccdfees](http://uwf.edu/erccdfees))
- The fee schedule for User Fees was removed
- The fee schedule for Other Fees was removed
- Discounts will be offered at the discretion of ERCCD; qualifying reasons for discounts are listed
- The membership requirements of the Advisory Board are modified

**AUTHORITY TO AMEND THE REGULATION:** §§1009.24 and 1011.48, Florida Statutes; Board of Governors Regulations 7.003 and 10.004

**NAME OF UNIVERSITY OFFICIAL INITIATING PROPOSED REGULATION AMENDMENT:** Dr. Gregory Tomso, VP for DAESA

**COMMENTS CONCERNING THE PROPOSED REGULATION AMENDMENT SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW.** In response, the University may solicit additional written comments, schedule a public hearing, withdraw or modify the proposed regulation amendment in whole or in part after notice, or proceed with adopting the regulation amendment. The comments must identify the regulation(s) on which you are commenting.

**THE PERSON TO BE CONTACTED REGARDING THE PROPOSED AMENDMENT TO THE REGULATION OR CHALLENGE:** Jessica Whittle, Paralegal, Office of the General Counsel at [jwhittle@uwf.edu](mailto:jwhittle@uwf.edu) or 850-474-3420 or Office of the General Counsel, Building 10, 11000 University Parkway, Pensacola, Florida 32514.

**THE FULL TEXT OF THE REGULATION:** The full text of the proposed amendment to the regulation is attached below this Notice. The full text of the proposed amendment and existing regulation is also posted on UWF's website: <https://uwf.edu/offices/board-of-trustees/regulations/>



**Number:** UWF/REG 5.010  
**Title:** Educational Research Center for Child Development  
**Responsible**  
**Department:** Educational Research Center for Child Development

## I. General Statement:

The Educational Research Center for Child Development (“ERCCD”) is established at The University of West Florida (“University”) to achieve the following goals:

- A. To ~~give~~provide a convenient and affordable educational experience to children of students, faculty, staff, and alumni at the University,
- B. To provide educational opportunities and practical experience to interested University students through internships and educational research experiences;
- ~~B-C.~~ \_\_\_\_\_ To conduct child development research by drawing on the interdisciplinary resources of the University; and
- ~~C-D.~~ \_\_\_\_\_ To provide a setting to learn more about the art of teaching as it is accomplished by parents, professionally-trained teachers, and para-professionals.

## II. Admissions Process

- A. The goal of the ERCCD’s admissions process is to be inclusive of children regardless of their race, gender, socio-economic ~~status, level and ethnicity, as well as~~ physical ability, or ~~and~~ mental ability (with or without reasonable accommodation). ~~Nothing in this Section shall be construed to relieve the obligation to pay all fees due under this regulation.~~
- B. The ERCCD shall give highest admissions priority to the children of current University students, including siblings of students’ children currently ~~and to siblings of children already~~ enrolled in the ERCCD. ~~Such children will be admitted on a first come first served basis.~~
- C. The second priority ~~served~~ is to children of current University faculty and staff, including siblings of those faculty and staff’s children currently enrolled in the ERCCD.
- D. The third priority is to children of alumni.

### III. Funding

The ERCCD is funded by a portion of the Capital Improvement Trust Fund Fees and additionally by user fees. Operations may also be ~~financed~~ funded through Student Activity and Service Fee allocations, grants, and donations in accordance with the law. The receipt and monitoring of all funds ~~are~~ shall be in accordance with the laws of the State of Florida and regulations of the Board of Governors and the University.

### IV. Fees

A. Enrollment at the ERCCD begins once all fees due are paid in full. The fees shall be as follows: All fees, including the user weekly fees (child care services fees), shall be charged at cost and can be found on the ERCCD page of the UWF website (uwf.edu/erccdfees). Additional fees include the following:

1. Initial registration fee;
2. Semester registration fee;
3. Summer camp registration fee;
4. Yearly supply fee;
5. Late payment fee;
6. Late pickup fees; and
7. Other fees as determined by the ERCCD Director in consultation with the Advisory Board.

User Fees Effective Fall 2019			
Child Age Group	Parent—student or non-student	Weekly Rate	Hourly Rate
Infants & Toddlers 6 months—2 years	Student	\$125.00	\$5.25/hr 16 hour minimum
Infants & Toddlers 6 months—13 months	Non-student	\$163.00	\$6.25/hr 16 hour minimum
Toddlers 14 months—2 years	Non-student	\$158.00	\$6.10/hr 16 hour minimum.
Preschool 3-4 years	Student	\$108.00	\$5.00/hr 16 hour minimum
Preschool 3-4 years	Non-student	\$139.00	\$5.95/hr 16 hour minimum
Preschool 3-4 years	All parents Drop-in		\$5.00/hr
After School Program 6-10 years	All parents	\$50.00	
School Age Summer Camp 6-10 years	All parents	\$100.00	\$4.25/hr 16 hour minimum

Other Fees Effective Fall 2019	
Initial Registration Fee	\$100.00 (1 time) (non-refundable)
Semester Registration Fee	\$50.00/semester (non-refundable)
After School Registration Fee	\$35.00/ semester (non-refundable)
Summer Camp Registration Fee	\$35.00/ summer (non-refundable)
Late Payment Fee	\$25.00
Late Pick-up Fees:	
1 <sup>st</sup> time	Courtesy Notice
2 <sup>nd</sup> time	\$15.00 + \$1.00 per minute for each minute after closing
3 <sup>rd</sup> time	\$20.00 + \$1.00 per minute for each minute after closing
Discounts:	
Parent(s) attend Scheduled New Parent Orientation	\$25.00 credit
Two children in program	10% discount off total combined hourly or weekly fees
Three or more children in program	15% discount off total combined hourly or weekly fees
Voluntary Pre-K Wrap	\$25.00 weekly credit during VPK session

Fee increases shall be submitted to the University of West Florida Board of Trustees and the Florida Board of Governors for approval in accordance with Board of Governors Regulation 10.004.

B. Discounts are offered at the discretion of ERCCD. Discounts may be offered for various reasons including:

1. Multiple children from the same family attending ERCCD;
2. Enrollment in voluntary pre-kindergarten (VPK) classes; and
3. Other discounts deemed appropriate by the ERCCD Director in consultation with the Advisory Board.

## V. **Advisory Board**

An ERCCD Advisory Board is established as follows:

- A. The Advisory Board shall consist of the President of the University, or designee; a chair; seven (7) faculty members; one (1) faculty or staff parent of a child attending parents of children in the ERCCD; one (1) student parent of a child attending the ERCCD; one (1) ERCCD lead teacher or teacher; and one (1), and at least one representative from the Student Government Association (“SGA”) chosen by the SGA President.

- B. The ERCCD Director may seek recommendations and advice from the Advisory Board on subjects such as admissions priorities, standards of conduct for the children, ~~and fees, and discounts.~~
- C. The ERCCD Director, selected by the hiring authority, shall be approved by the ERCCD's Advisory Board.

## VI. Research

Any research involving human subjects proposed to be conducted at the ERCCD shall be submitted to the Institutional Review Board (“IRB”)- for approval in accordance with IRB guidelines before ~~being conducted at the ERCCD~~commencing.

**Effective Date:** [date]

**Authority:** §§1009.24 and 1011.48, Florida Statutes; Florida Board of Governors Regulations 7.003 10.004

**History:** New 8/22/1982. Formerly 6C6-5.010. Converted to UWF/REG 5.010 7/21/2005; Amended 9/25/2009, 3/8/2010, 3/25/2011, 12/9/2011, 6/14/2012, 10/9/2012, 4/22/2014, 4/17/2015, 4/6/2017, 3/20/2019, and [date]

**Last review:** [date]