

**Child Care Exploratory  
Committee Report**

**October 30, 2000**

**Section I**  
**Committee Members**  
**Executive Summary**

## Child Care Exploratory Committee Members

**Christy Meriwether**  
Assistant Director  
Customer Service  
M/S 6231  
Phone: 3-2918  
E-mail: [christy.meriwether@ttmc.ttuhs.edu](mailto:christy.meriwether@ttmc.ttuhs.edu)

**Jackie Driskill**  
Assistant Director  
Child Development Research Center  
M/S 1162  
Phone: 2-3016  
E-mail: [jdriskill@hs.ttu.edu](mailto:jdriskill@hs.ttu.edu)

**Cathy Nathan**  
Director  
Child Development Research Center  
M/S 1162  
Phone: 2-3000  
E-mail: [cnathan@hs.ttu.edu](mailto:cnathan@hs.ttu.edu)

**Jimmie Reeves**  
Assistant Professor  
Mass Communications  
M/S 3082  
Phone: 2-3385  
E-mail: [jimmie.reeves@ttu.edu](mailto:jimmie.reeves@ttu.edu)

**Marc Giaccardo**  
Associate Professor  
Architecture  
M/S 2091  
Phone: 2-3136 or 2-2849  
E-mail: [marc.giaccardo@ttu.edu](mailto:marc.giaccardo@ttu.edu)

**Melissa Green**  
Student Senate  
Phone: 780-6269  
E-mail: [megreen79@hotmail.com](mailto:megreen79@hotmail.com)

**Patricia Herrera**  
Graduate Student  
Phone: 2-1997 ext. 321  
E-mail: [coma\\_tx@hotmail.com](mailto:coma_tx@hotmail.com)

**Donna Bacchi-Smith**  
Associate Professor  
Pediatrics  
HSC 4B105  
Phone 3-7337  
E-mail: [peddrb@ttuhsc.edu](mailto:peddrb@ttuhsc.edu)

**Leann Diandreth-Elkins**  
Counseling Supervisor & Coordinator  
TECHniques Center  
M/S 2182  
Phone: 2-1822  
Fax: 2-0295  
E-mail: [leann.elkins@ttu.edu](mailto:leann.elkins@ttu.edu)

**Dani Joyner**  
Research Coordinator  
Dept. Anesthesiology  
TTUHSC 1C258  
Phone: 3-2916  
Fax: 3-1511  
E-mail: [anedgj@ttuhsc.edu](mailto:anedgj@ttuhsc.edu)

**Carrie Edwards**  
Instructor of Clinical Nursing  
Nursing Administration  
TTUHSC 2C135  
Phone: 3-2730  
E-mail: [soncee@ttuhsc.edu](mailto:soncee@ttuhsc.edu)

**Albert Moffitt**  
Project Manager  
Facilities Planning &  
Construction  
M/S 2014  
Phone: 2-2116  
E-mail: [axarm@techmail.admin.ttu.edu](mailto:axarm@techmail.admin.ttu.edu)

**Judy Oskam**  
Assistant Professor  
Mass Communications  
M/S 3082  
Phone: 2-3385  
E-mail: [judy.oskam@ttu.edu](mailto:judy.oskam@ttu.edu)

**Texas Tech Child Care Exploratory Committee**  
**Executive Summary**  
October 30, 2000

To be among the leaders in both academic institutions and businesses providing onsite child care, Texas Tech must have an on-campus child care center. This executive summary and attached report contain the key components of the plan.

**How was the need established?**

The Child Care Exploratory Committee was formed in September, 1999, and charged by the University Staff Senate to explore an affordable, accessible, and diverse campus child care center for faculty, staff, and students.

Committee members were chosen because of their desire, commitment, and expertise. The committee determined the first step to be a needs assessment survey to confirm and document the importance, need, and usage of a campus child care facility. Offices of the Chancellor and both Presidents funded the assessment survey. The committee distributed surveys to all TTU/TTUHSC faculty and staff and sampled undergraduate, graduate, and resident populations. Ten thousand surveys were mailed with a 30.5% response rate. The survey results verified that child care is very important to the respondents. Furthermore, the respondents perceive that a child care facility will reduce absenteeism, be a successful recruitment tool, and improve campus life. The majority of the respondents want the facility to be for the sole use of Texas Tech faculty, staff, and students and to be located between the campuses. Survey results show that the high-end need for a campus child care center would be 642 families and the low-end need would be 173 families.

Once the importance, need, and usage of a child care facility were substantiated, the committee researched community child care to determine its quality and fee structure. Three of the 43 centers surveyed are accredited by the National Association for the Education of Young Children. Results of this research are included in Section II of this report.

**What are the benefits to Texas Tech?**

The benefits of a Texas Tech child care center fully support the mission and vision of Texas Tech University and the Texas Tech University Health Sciences Center in the following areas:

- **Enhanced Reputation.** A campus child care center is an opportunity for Texas Tech to join other premiere institutions such as the University of Texas and Texas A&M University in creating a family-friendly atmosphere. Recognizing and accommodating the needs of faculty, staff, and students who struggle with the

demands and responsibilities of raising children will enhance Texas Tech's reputation as a caring institution.

- **Recruitment, Retention, and Absenteeism.** A quality child care center will give Texas Tech an edge in recruiting high quality faculty and staff and will make the institution a realistic choice for promising graduate students. Additionally, a child care center will inspire loyalty, build morale, and reduce faculty and staff turnover and absenteeism.
- **Educational Opportunities.** The proposed child care center will provide training opportunities for students in fields related to early childhood development. For example, in the College of Human Sciences there are more students in Early Childhood Human Development than placements. The number of early childhood development majors is expected to double in the next two years. The child care center will be a learning laboratory. It will also provide the means for potential students to pursue educational opportunities at Texas Tech that are currently unavailable because of the lack of affordable, convenient, and appropriate child care.
- **Research Opportunities.** The child care center will provide subjects and research grant opportunities for faculty and graduate students studying child and family issues.
- **Benefits to Families.** Many of the written survey responses listed the advantages a campus child care center offers parents at Texas Tech. For example, parents could check on their children between classes or during work breaks. An on-campus center will make it easier for single parents to continue their education and/or perform faculty and staff duties by reducing commute time to and from home, child care, and work.
- **Benefits to Children.** The on-campus child care center will be a place where children play with and learn from others of diverse religious, economic, and cultural backgrounds. In concert with plans to open a geriatric center, a child care center is an institutional commitment to meet multi-generational needs of faculty, staff, and students. Accordingly, a Texas Tech child care center is a logical part of the future.

#### What are the concerns?

Based on feedback from the HSC President's Executive Council and the TTU Senior Administrative Council, three concerns are addressed in the enclosed report: 1) institutional liability, 2) perceived benefit, and 3) supply versus demand.

The Office of General Counsel's position on liability is that premium rates on Texas Tech self-insurance will be unaffected by adding a child care center. The survey results show reduced absenteeism, recruitment of faculty, staff and students and improved campus life as perceived benefits. Although over 1800 respondents do not have

children, they took the time to complete the survey. The survey results revealed that demand is high for a facility. Survey results demonstrate that the current low-end demand can be met; however, plans will need to be made to address the high-end demand.

#### What are the committee recommendations?

The results of this study indicate that there is need and desire for a Texas Tech child care center and that it will enhance the quality of life on Lubbock campuses. The following summarizes the committee's recommendations:

- 1) Build a 34,000 square foot center to serve 200 full time equivalent (FTE) children from two months through school age.
- 2) Develop plans to add space for an additional 100 FTE within 5 years.
- 3) Locate the child care facility between the university and the health sciences center.
- 4) Explore and compare the options of outsourcing facility construction and management and of building a Texas Tech owned and operated facility.
- 5) Request that Institutional Advancement explore the funding options outlined in this report.
- 6) Explore establishing a scholarship fund to assist lower income families with child care tuition costs.

#### How will the child care center be financed?

Texas Tech Facilities and Planning has projected that the hard costs of the child care facility will be \$4,520,000 million and the soft costs will be \$2,331,119 million. The operating expenses for year one will be \$1,198,455 with pre-opening expenses of \$131,355. The committee has identified funding through federal, state, private, corporate, and local resources. The information in Section II and Section III of this report outlines the research, detailed cost figures, and funding sources. The Child Care Exploratory Committee welcomes the opportunity to discuss alternative budget plans.

**Section II**  
**Final Report**

**Final Report**  
**Texas Tech Child Care Exploratory Committee**  
**October 30, 2000**

**Background**

The Child Care Exploratory Committee was formed in September, 1999, and was charged by the University Staff Senate to explore an affordable, accessible, and diverse campus child care center for faculty, staff, and students.

Committee members were chosen because of their desire, commitment, and expertise. The committee determined the first step to be a needs assessment survey to confirm and document the importance, need, and usage of a campus child care facility. The offices of the Chancellor and both Presidents provided the funding for the survey.

**Assumptions**

The committee based additional research on the following assumptions:

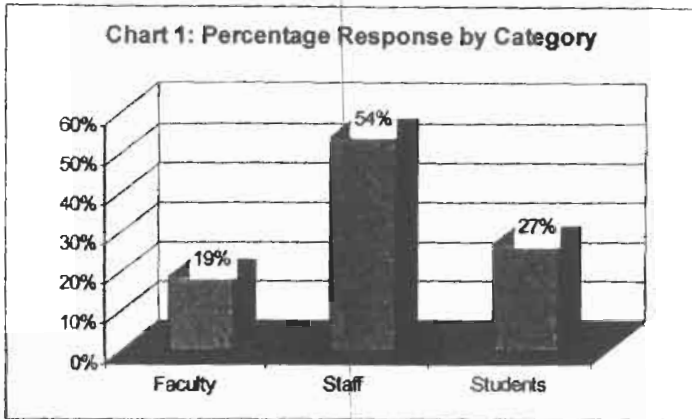
- There is a lack of affordable, accredited child care in the Lubbock community.
- The Texas Tech facility will be an accredited child care center that will provide sufficient teacher child ratios and provide a developmentally challenging curriculum.
- The cost of child care in the Texas Tech facility will generally fall between the average and high-end Lubbock community child care centers.
- The Texas Tech University Human Development Research Center is not affordable for most Texas Tech staff and students.
- Human Development students are not experiencing labs with children from economically and culturally diverse backgrounds.
- Texas Tech lags behind other Big XII Universities in child care.
- The salary information in the report is based upon the Human Development Research Center pay plan since it reflects current practices at Texas Tech.
- There are university and health sciences center departments interested in lab and field experiences for their students.
- The current operating budget does not provide funds for a child care center; therefore, there is a need to explore other funding sources.
- The center will be designed according to Texas Tech campus architecture.

*State of TX  
does not  
appropriate  
for CC*



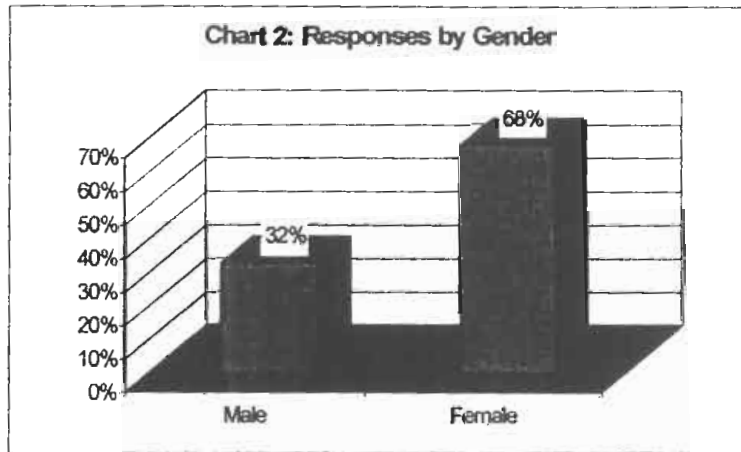
**Needs Assessment**

In April, 2000, the Child Care Exploratory Committee conducted a survey to confirm the need for a campus child care facility. Institutional Research advised the committee to distribute surveys to all TTU/TTUHSC faculty and staff and to sample undergraduate, graduate, and resident populations. Ten thousand surveys were mailed with a 30.5% response rate. This percentage reflects the combined university and health sciences center populations. The following charts show distribution and demographic information.

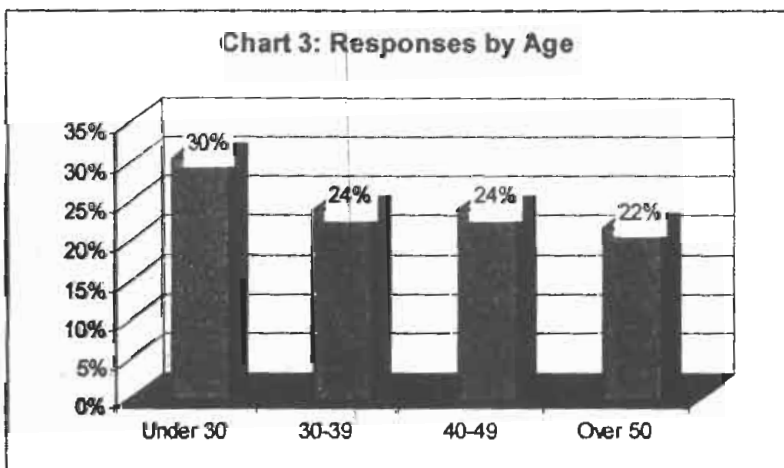


The staff response rate of 54% was the highest and the student response rate was 27%.

*most  
20-40 year  
old*



The female response rate was over twice that of the male response rate.



Those under 30 represent the highest response rate.

The survey data in the Charts 4-7 below show:

- respondents perceive that a Texas Tech child care center is very important
- benefits are reduction in absenteeism, recruitment, and improved campus life
- respondents want the child care center to be centrally located between campuses and to provide care solely to Texas Tech

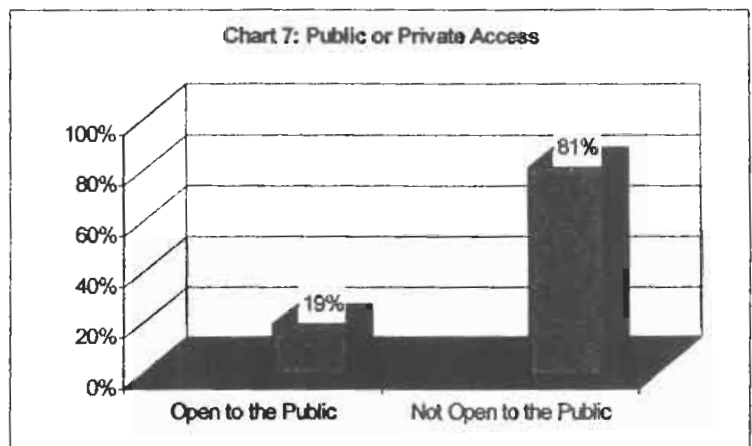
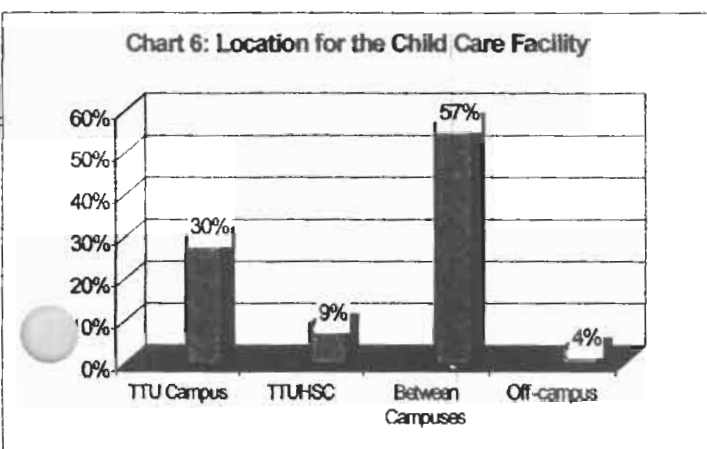
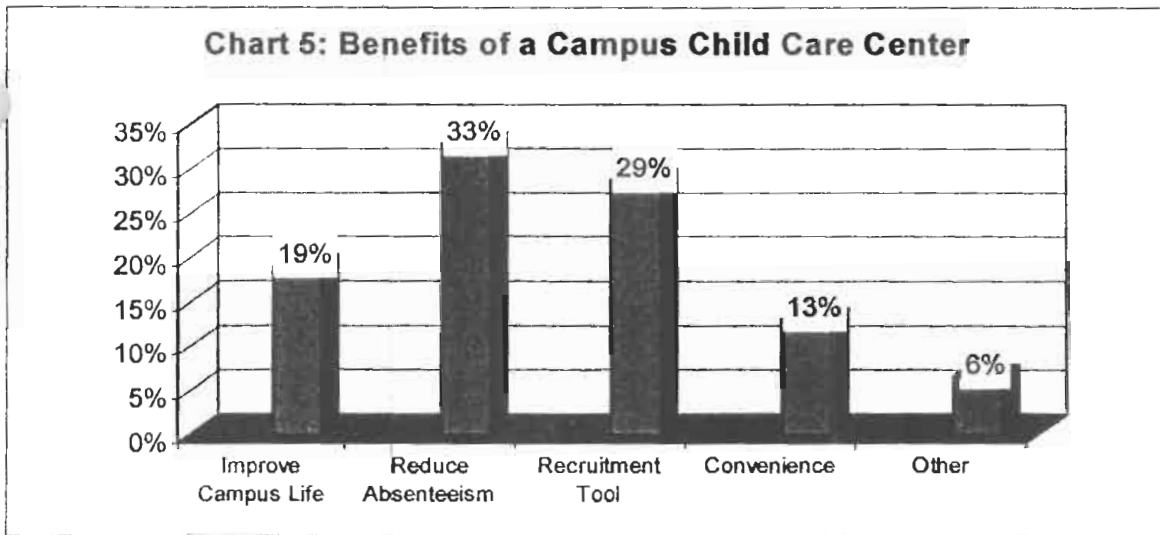
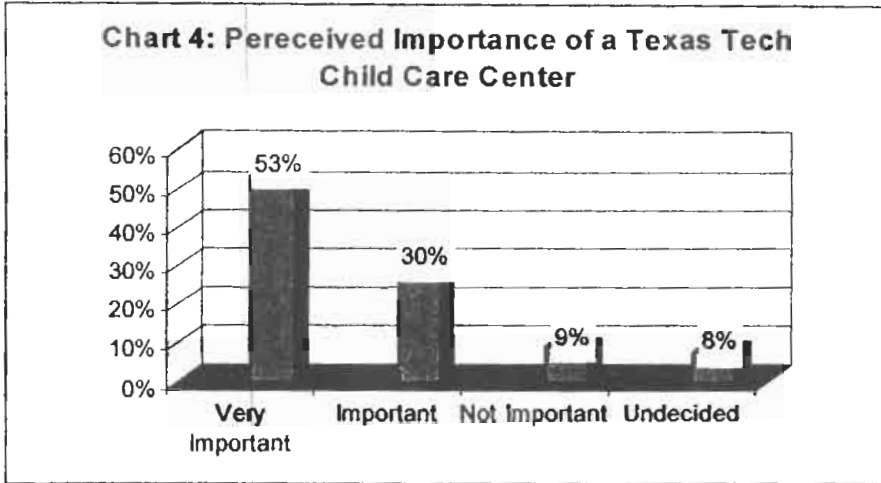


Chart 8 shows that although satisfaction is high with current providers, 93% of the respondents who have children in child care would shift their child care arrangements to a Texas Tech facility (Chart 9).

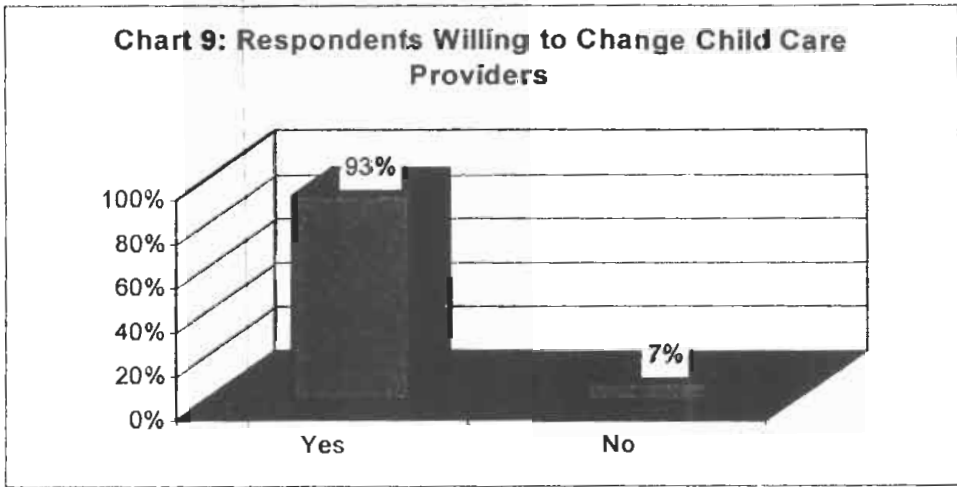
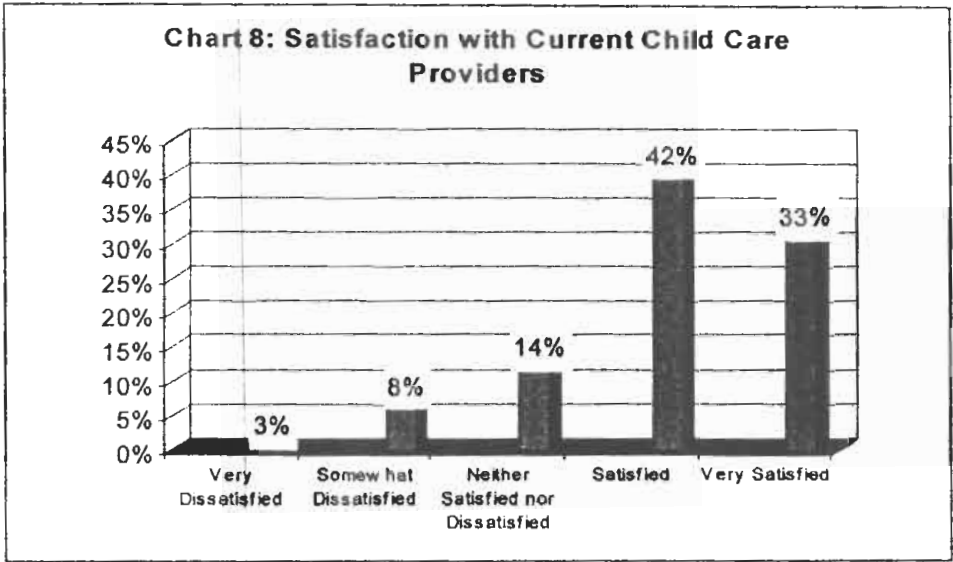
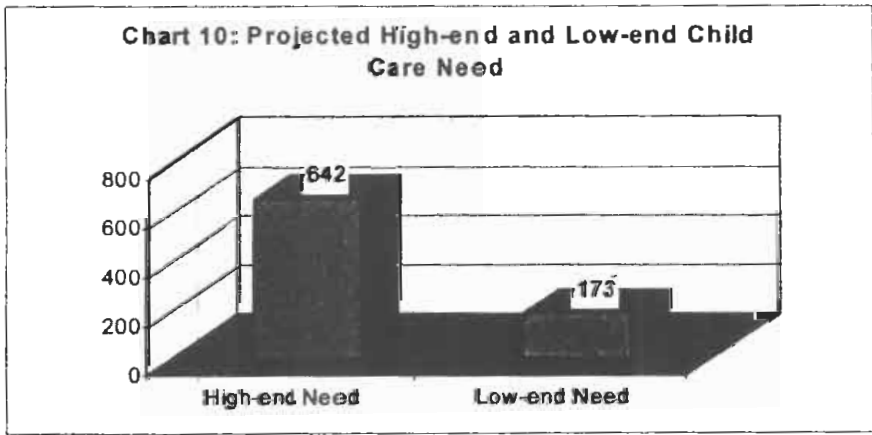


Chart 10 shows the projected high-end child care need to be 93% of the respondents with children and the projected low-end need to be 25% of respondents with children.



## University of Texas Site Visit

Once the need and support for a campus child care center was documented, the committee visited a university child care facility. The University of Texas was chosen since it has been in operation for six years and could provide fresh insight into a child care feasibility study.

Based on observations, reports, and discussions during the site visit, the committee developed eight planning points. The eight points provide sufficient background information to support the decision-making process:

| <b>Eight Planning Points</b>    | <b>Page</b> |
|---------------------------------|-------------|
| Lubbock Child Care Availability | 9-10        |
| Texas Tech Departmental Support | 13          |
| Potential Funding Sources       | 13-14       |
| Center Size and Budget          | 15-17       |
| Public Relations and Marketing  | 17-18       |
| Institutional Concerns          | 18-19       |
| Outsourcing Partnerships        | 19-22       |
| Recommendations                 | 22          |

### Child Care Availability

The committee studied 43 child care centers in the Lubbock community. From this study, the committee concluded that quality child care in the Lubbock community is minimal and not affordable for most people (page 10). Additionally, the committee studied the TTU Child Development Research Center to assess what the university currently offers (page 11). The committee also researched the web sites of Big XII universities for child care information (page 12).

## Lubbock Child Care Centers—43 Studied

| Weekly Rates for Full Time Care  |          |                  |  |              |           |              |
|--|----------|------------------|--|--------------|-----------|--------------|
|  | Capacity | Registration Fee | Infants                                  | Toddlers     | Preschool | After School |
| <b>Average</b>   | 108      | \$34.43          | \$85.29                                  | \$84.94      | \$85.58   | \$53.74      |
| <b>High</b>  | 259      | \$75.00          | \$110.00                                 | \$105.00     | \$115.00  | \$105.00     |
| <b>Low</b>   | 20       | \$20.00          | \$60.00                                  | \$60.00      | \$60.00   | \$20.00      |
| Children to Teacher Ratios   |          |                  |  |              |           |              |
|  | Infants  | Toddlers         | Preschool                                | After School |           |              |
| <b>High</b>  | 9 to 1   | 13 to 1          | 24 to 1                                  | 30 to 1      |           |              |
| <b>Low</b>   | 4 to 1   | 5 to 1           | 6 to 1                                   | 3 to 1       |           |              |
| Teacher Qualifications   |          |                  |  |              |           |              |
| Lead   |          |                  | Assistant                                |              |           |              |
| 31 require HS or GED   |          |                  | 37 require HS or GED                     |              |           |              |
| 11 require Associate Degree  |          |                  | 4 require Associate Degree               |              |           |              |
| 21 require CPR & First Aid Certification   |          |                  | 21 require CPR & First Aid Certification |              |           |              |
| 11 require training hours or experience  |          |                  | 11 require training hours or experience  |              |           |              |
| Average Salary: \$6.00 per hour  |          |                  | Average Salary: \$5.15 per hour          |              |           |              |
| Additional Programs and Services   |          |                  |  |              |           |              |
| 36 provide meals   |          |                  | 17 provide tumbling                      |              |           |              |
| 27 provide transportation to/from school   |          |                  | 34 provide field trips                   |              |           |              |
| 43 provide music   |          |                  | 5 provide chapel                         |              |           |              |
| 28 provide computers   |          |                  | 19 provide a foreign language            |              |           |              |
| Most Popular Hours   |          |                  |  |              |           |              |
| 1. 7:00am – 6:00pm   |          |                  |  |              |           |              |
| 2. 6:30am – 6:00pm   |          |                  |  |              |           |              |
| 3. 6:00am – 6:00pm   |          |                  |  |              |           |              |
| 4. 6:15am – 6:00pm   |          |                  |  |              |           |              |
| 5. 7:30am – 6:00pm   |          |                  |  |              |           |              |
| 6. 6:30am – 6:30pm   |          |                  |  |              |           |              |
| Sources of Funding   |          |                  |  |              |           |              |
| 19 are funded in part by Child Care Management Services  |          |                  |  |              |           |              |
| Other sources of funding include:  |          |                  |  |              |           |              |
| <ul style="list-style-type: none"> <li>• fundraisers</li> <li>• grants</li> <li>• 1<sup>st</sup> Step Program</li> </ul> |          |                  |  |              |           |              |
| 3 are accredited by the National Association for the Education of Young Children   |          |                  |  |              |           |              |

| <b>TTU Child Development Research Center</b>  |                               |                           |
|---|-------------------------------|---------------------------|
| <b>Enrollment and Wait List</b>   |                               |                           |
| Children Served   | 55 (44 Full Time Equivalents) |                           |
| Children on Wait List   | 87                            |                           |
|   |                               |                           |
| <b>Area</b>   | <b>Age of Children</b>        | <b>Ratio</b>              |
| Infant Center   | 6 weeks to 24 months          | 12 children to 4 teachers |
| Downstairs  | 24 months to 3 ½ years        | 14 children to 2 teachers |
| Upstairs  | 3 ½ years to 5 years          | 18 children to 2 teachers |
|   |                               |                           |
| <b>Population Served</b>  |                               |                           |
| General Public  | 17                            |                           |
| Faculty   | 14                            |                           |
| Students  | 6                             |                           |
| Staff   | 4                             |                           |
| HSC   | 4                             |                           |
|   |                               |                           |
| <b>Current Staff</b>  |                               |                           |
| Full Time   | 7                             |                           |
| Part Time Student Assistants  | 23-25                         |                           |
| Lab Students:   |                               |                           |
| Infant Center   | 37-40 per semester            |                           |
| Cottage   | 59-60 per semester            |                           |
|   |                               |                           |
| <b>Rates</b>  |                               |                           |
|   | <b>Per Month</b>              | <b>Per Week</b>           |
| Full Time Care  | \$490.00                      | \$122.50                  |
| 3 Days per Week   | \$294.00                      | \$73.50                   |
| 2 Days per Week   | \$196.00                      | \$49.00                   |
| No half-day options   |                               |                           |
|   |                               |                           |
| <b>The TTU Child Development Research Center is accredited by the National Association for the Education of Young Children.</b> |                               |                           |

Big XII Child Care Centers

The committee conducted a web search of the Big XII to gather child care services information. The results are summarized in the table below.

| Big XII University Child Care |  |                                       |  |
|-------------------------------|--|---------------------------------------|--|
| Non-Lab Schools               |  |                                       |  |
| University                    | Web Site   | Children Served                       | Funding Sources  |
| Baylor                        | <a href="http://www.baylor.edu">www.baylor.edu</a>   | NA                                    | NA   |
| Iowa State                    | <a href="http://www.iastate.edu">www.iastate.edu</a>   | 2 centers/150 children                | Operated by Bright Horizons  |
| Kansas State                  | <a href="http://www.ksu.edu">www.ksu.edu</a> or <a href="http://www.k-state.edu">www.k-state.edu</a> | 160 children                          | Student/user fees, private donations, revenue bonds                |
| Oklahoma State                | <a href="http://www.osu.okstate.edu">www.osu.okstate.edu</a>   | NA                                    | NA   |
| Texas A&M                     | <a href="http://www.tamu.edu">www.tamu.edu</a>   | 115 full time & 35 part time children | User fees, contributions, fund raising for need-based scholarships |
| Texas Tech                    | <a href="http://www.texastech.edu">www.texastech.edu</a>   | NA                                    | NA   |
| Colorado                      | <a href="http://www.colorado.edu">www.colorado.edu</a>   | 118 children                          | User fees <i>— tuition</i>   |
| Kansas                        | <a href="http://www.kuhttp.cc.ukans.edu">www.kuhttp.cc.ukans.edu</a>                                 | NA                                    | NA   |
| Missouri                      | <a href="http://www.missouri.edu">www.missouri.edu</a>   | NA                                    | NA   |
| Nebraska                      | <a href="http://www.unl.edu">www.unl.edu</a>   | Serves low-income families            | User fees, fund raising, USDA food program reimbursements          |
| Oklahoma                      | <a href="http://www.ou.edu">www.ou.edu</a>   | 140 children                          | Operated by Children's World Learning Centers                      |
| Texas (Austin)                | <a href="http://www.utexas.edu">www.utexas.edu</a>   | 100 children                          | President's Office, user fees                                      |

*Student fees  
for 90% FTE  
need  
Scholarship program  
Staff*

*start small  
Book Store  
Wechs Hall?*

*any -  
built new?  
start in smaller  
renovated -  
Doherty -  
renovate  
\$6 million*

**Texas Tech Departmental Support**

The committee surveyed departments at the university and the health sciences center to determine the level of interest in clinical and field usage of the child care facility. The results of the survey are summarized below.

| <b>Clinical and Field Usage</b>      |                             |   |
|--------------------------------------|-----------------------------|---|
| <b>Organization</b>                  | <b># Students/Residents</b> | <b>Use</b>  |
| College of Education                 | 300 students                | Various courses and field experiences                           |
| School of Nursing                    | 100 students                | Classes: n1200 and n1201  |
| School of Music                      | 50-60 students per semester | Exploring musical activities with children                      |
| Human Development and Family Studies | 90 students per semester    | Various courses and field experiences                           |
| Pediatrics                           | 18 residents                | Assist with sick care   |
| Psychology                           |                             | Child Clinical Doctoral Program                                 |
| Allied Health — Occupational Therapy | 20 students per semester    | Level One Fieldwork   |
| Communication Disorders              | 110 students per semester   | Obtaining language samples, making observations, and screenings |
| Allied Health — Physical Therapy     | 30 students per semester    | Development Testing   |

**Potential Funding Sources**

1. There are three federal and state funding sources:

- The South Plains Regional Workforce Development Commission Board provides money to state child care facilities for items such as playground equipment, fencing, and furniture. The primary contacts are:  
Joseph Draughon, Child Care Program Manager (806-744-1987)  
Linda Billings, Family Work Program
- The Campus Child Care Act provides grants to support or establish a campus-based child care program which primarily serves the needs of low income students. The fact that the Campus Child Care Act is primarily for low income students does not prohibit a center from serving the child care needs of the whole campus community.

94,000

The dollars allotted depends on the amount of Pell Grant dollars the university expended in the previous year. For example, if a university expended \$5 million in Pell Grant dollars, it would be eligible for \$500,000 per year for four years. Currently, the allotment is spread out over four years.



- Child Care Management Services provides tuition reimbursement for qualifying families.

2. Private funding sources also exist. Capital needs, subsidies for student and employee child care tuition, curriculum, and staff development must be matched with appropriate donors and corresponding timeframes. Some needs can be met with short term goals while other needs require a longer time line.

Guidelines to identify and attract potential donors:

- Offer small, practical suggestions like strollers, cribs, games, books, and toys
- Review potential donors for those who are already involved in child care in some way, such as own/manage a preschool, toy company, etc.
- Create short and long-term goals for donors who are ready to give now and for those who will take more cultivation over a period of time
- Articulate what the donors are contributing to so they will feel connected to the overall project
- Involve prospects and potential donors through tours of the facility and newsletters

3. Corporate funding and foundation sources should be explored. Companies that cater to children such as *Toys R Us*, *Johnson & Johnson*, *Pampers*, etc., may be responsive to donate merchandise if the request is presented as a family issue. As with any donor source — private, government, foundation, or corporate — there must be a benefit to the donor. For corporations, name visibility and recognition are expected benefits. Consequently, corporations that donate equipment expect their names to be prominently displayed on the items.

4. Local organizations such as Lions International and Rotary may donate money for smaller projects like playground equipment, computers, etc. if child care needs are presented as family issues, rather than women's, staff, or student issues.

5. Funding Recommendations:

- Create a prioritized "shopping list" to include small items as well as large, expensive items.
- Establish a Scholarship Program for Children. Texas Tech should establish a scholarship program for children. Potential donors and members of the community would sponsor children with donations for their care. This approach focuses concern on the child, not the working parent.
- Explore the possibility of a student use fee to cover the yearly cost of the child care facility.

**Financial Analysis**

The committee studied administrative costs, fee structures, and hours of operation of the TTU Child Development Research Center and a contract provider. Based on the survey data the committee projected that a 200 FTE child care facility would address initial demand. The charts below outlines estimated costs for a 200 FTE facility.

| <b>Texas Tech Child Care Center Operations</b>  |                 |                                   |                     |                       |
|---|-----------------|-----------------------------------|---------------------|-----------------------|
| <b>Cost Analysis</b>  |                 |                                   |                     |                       |
| <b>Age Group</b>  | <b>Capacity</b> | <b>% of Total</b>                 | <b>NAEYC Ratios</b> | <b>Weekly Tuition</b> |
| Infants   | 24              | 12                                | 1:4                 | \$100                 |
| Toddlers  | 30              | 15                                | 1:5                 | \$95                  |
| Two-year-olds   | 42              | 21                                | 1:6                 | \$90                  |
| Preschool   | 64              | 32                                | 1:9                 | \$85                  |
| School Age  | 40              | 20                                | 1:10                | \$60                  |
| <b>Total</b>  | <b>200</b>      | <b>100</b>                        |                     |                       |
| <b>Days/Hours of Operation: Monday – Friday/11 hours per day</b>  |                 |                                   |                     |                       |
| <b>Center Occupancy (Full Time Equivalent)</b>  |                 |                                   |                     |                       |
| 1 <sup>st</sup> month   |                 |                                   | 40%                 |                       |
| 6 <sup>th</sup> month   |                 |                                   | 65%                 |                       |
| 12 <sup>th</sup> month  |                 |                                   | 75%                 |                       |
| 18 <sup>th</sup> month  |                 |                                   | 85%                 |                       |
| 24 <sup>th</sup> month  |                 |                                   | 90%                 |                       |
| <b>Salaries and Compensation</b>  |                 |                                   |                     |                       |
| Salary assumptions based on:  |                 |                                   |                     |                       |
| <ul style="list-style-type: none"> <li>• 200 capacity child care center</li> <li>• comprehensive benefits</li> <li>• TTU Human Development Pay Plan used as model for salaries</li> </ul> |                 |                                   |                     |                       |
| <b>Position</b>   | <b>How Many</b> | <b>Salary</b>                     |                     |                       |
| Director  | 1               | \$49,904 per year                 |                     |                       |
| Assistant Director  | 1               | \$44,023 per year                 |                     |                       |
| Program Coordinator   | 1               | \$38,891 per year                 |                     |                       |
| Administrative Secretary  | 1               | \$26,473 per year                 |                     |                       |
| Full-time Teachers  | 30              | \$11.25 per hour average          |                     |                       |
| Part-time Teachers  | 23              | \$7.00 per hour                   |                     |                       |
| Cook  | 1.5             | \$24,336                          |                     |                       |
| <b>Total</b>  |                 | <b>58.5 Full Time Equivalents</b> |                     |                       |
| <b>Fringe Benefits</b>  |                 | <b>30% of payroll</b>             |                     |                       |

| <b>Texas Tech Child Care Center Operating Budget</b>        |                    |                    |                    |  |
|---|--------------------|--------------------|--------------------|--|
| Full-time care for 200 children, infants through school age |                    |                    |                    |  |
|   | <b>Year 1</b>      | <b>Year 2</b>      | <b>Year 3</b>      |  |
| <b>Revenue</b>  |                    |                    |                    |  |
| Parent Fees   | \$520,530          | \$731,728          | \$814,244          |  |
| <b>Total Revenue</b>  | <b>\$582,015</b>   | <b>\$698,418</b>   | <b>\$776,020</b>   |  |
| <b>Expenses</b>   |                    |                    |                    |  |
| Personnel   | \$947,517          | \$1,137,020        | \$1,263,356        |  |
| Food*   | \$115,290          | \$138,348          | \$153,720          |  |
| Program**   | \$50,648           | \$60,778           | \$67,531           |  |
| Administrative**  | \$181,508          | \$217,810          | \$242,011          |  |
| <b>Total Expenses</b>                                       | <b>\$1,294,963</b> | <b>\$1,553,956</b> | <b>\$1,726,618</b> |  |
| <b>Operating Income/(Loss)</b>                              | <b>(\$712,948)</b> | <b>(\$855,538)</b> | <b>(\$950,598)</b> |  |
| <b>Funding by Texas Tech</b>                                |                    |                    |                    |  |
| Facility-related Expenses                                   | \$500,000/year     | \$500,000/year     | \$500,000/year     |  |
| Scholarships  | To be determined   |                    |                    |  |
| <b>Total Annual Expenses Funded by Texas Tech</b>           |                    |                    |                    |  |
|   | <b>\$1,212,948</b> | <b>\$1,355,538</b> | <b>\$1,450,598</b> |  |

\*Food cost is based on \$3.15 per child per day for one hot meal and two snacks.

\*\*Program and administrative costs are based on experienced contract vendor input.

| <b>Center Development Budget</b>                                   |                    |
|--|--------------------|
| <b>Architecture and Construction Costs*</b>                        |                    |
| General Construction (\$115 per sf)                                | \$3,910,000        |
| Site Development   | 610,000            |
| Professional Fees  | 432,816            |
| Administrative Costs   | 565,903            |
| 10% Contingency, 1% Art Acquisition, and<br>1% Hardscape/Landscape | 542,400            |
| <b>Subtotal</b>  | <b>\$6,061,119</b> |
| <b>Furniture, Fixtures, Equipment</b>                              |                    |
| <b>Subtotal</b>  | <b>\$790,000</b>   |
| <b>Pre-Opening Expenses</b>  |                    |
| Personnel Expenses   | \$111,355          |
| Recruiting and Training  | 10,000             |
| Marketing  | 5,000              |
| Grand Opening  | 5,000              |
| <b>Subtotal</b>  | <b>\$131,355</b>   |
| <b>Total Capital Budget</b>  | <b>\$6,982,474</b> |

\*Based on Texas Tech construction costs.

| <b>Site Requirements</b>  |
|---|
| Capacity: 200 children, infant through school age                                   |
| Building Square Footage: 34,000 sf  |
| Play Yard Square Footage: 16,200 sf   |
| Parking Spaces: 90 total — 40 for center employees, 50 for parent drop-off/visitors |

### Public Relations/Marketing

It is important for the Texas Tech child care center to communicate appropriately with its various publics. Key target audiences are: current child care center users; prospective faculty, staff and student users; TTU and TTUHSC administrators; local, state and federal legislators; the media; and funding agencies. Once the specific customer market for the center is determined, a detailed communications plan should be developed.

All communication materials, processes and procedures should reflect the professional academic atmosphere at Texas Tech. Informational material should be developed in coordination with the Office of News and Publications to promote the image that best represents the mission of the institution.

Professional communication resources are needed to promote the center:

- A promotional brochure should be developed to support grant proposals and help recruit employees. Color photographs should be included.
- A web site should be developed and maintained that includes information about the center, the registration process, costs, education programs, staff directory, employment opportunities, and research conducted at the center. Registration forms, center policies and procedures, color photographs, etc., should also be included.
- A print package including the promotional brochure, fact sheet, research summary, center staff biographies, registration information, photographs, and a campus map should be available.

Additional information outlets and promotion events are:

- Texas Tech catalogs and student publications
- Texas Tech web sites
- VIP tours for key Texas Tech administrators, department heads, and media
- Orientations for new faculty, staff, and graduate students
- Campus mail, Info All, and HSC Announcement Page

Because future demand for child care services will likely be greater than Texas Tech can meet, a system must be implemented for applicants who are denied access. This process should include:

- Employee training
- Registration materials review
- Timely notification of applicants
- An applicant tracking system

### Institutional Concerns

#### 1. Liability

Victor Mellinger, the Office of General Counsel, confirmed that the Texas Tech University System is self-insured. If a campus child care facility is established, there would be no financial impact on premium rates. On the other hand, if something did happen to a child while at the child care facility, the institution would be liable. The financial liability amount would depend on the incident.

Trish Aldridge, Contracting and Risk Management, reported that the TTU Child Development and Research Center does not purchase liability insurance. If the proposed child care facility is operated by an entity other than Texas Tech, Ms Aldridge indicated that liability insurance would probably be required.

## **2. Perceived Benefit**

Some employees without children may view the Texas Tech child care center as a benefit that they will never use. To reduce this concern, the center will be funded in part through user fees. Many employees who responded to the survey see the center as a way to retain quality employees. Over 1800 survey respondents do not have children; however, their support for the project prompted them to take time to complete the survey.

## **3. Supply Versus Demand**

Based on survey results, we anticipate approximately 173 families would change child care providers to use the Texas Tech facility. The committee has projected costs for a 200 full time equivalent (FTE) child care facility. Plans for a center need to include room for expansion.

## **Outsourcing Partnership/Corporate Managed Child Care**

The committee studied alternative sources for child care services. This section summarizes the information gathered from each source.

### **1. Iowa State University**

Iowa State University has had a contract with Bright Horizons Learning Centers since 1994. Julie Hagen, Child Care Coordinator, (515) 294-8827, [jhagen@iastate.edu](mailto:jhagen@iastate.edu), provided the following information:

- The center's current enrollment is 79 children from infant to 12 years.
  
- The center uses a sliding fee scale based on three tiers of income:
  - Under \$25,000
  - \$25,000 to \$50,000
  - Over \$50,000
  
- The current wait list is over 300.
  
- The President's Office donates \$50,000 per year to the center for tuition assistance to low income employees and students

- A Parent Advisory Committee governs the center and advises the university administration on the child care needs of students, faculty, and staff. The committee surveys, studies, and recommends ways and means to meet these needs.

## 2. Bright Horizons Family Solutions

Bright Horizons Family Solutions is the nation's leading provider of work-site child care, back-up care, early education, and work-life consulting services.

- They manage 300 family centers in 35 states for more than 220 employers.
- Named one of Forbes "200 Best Small Companies" for their strong financial performance, growth, and profitability.
- Bright Horizons operates 10 centers in Texas.
- The company has an uncompromising commitment to excellence, the single-most important company value.
- The company operates each of its centers according to the National Association for the Education of Young Children standards of excellence.
- The company has the best record of accreditation from the association of any multi-site employer-sponsored workplace services provider in the country.
- The company places an equally high priority on responsiveness and close working relationships with clients.
- Bright Horizons Back-Up Solutions Divisions offers back-up care programs to meet individual needs:
  - Dedicated back-up care or drop-in care
  - School-release day, snowy day and holiday care
  - Summer camps for school-age children
  - Good start care for the first eight weeks
  - Get well care for mildly ill children
  - Business travel child care
  - Emergency/disaster child care
  - Special event/project child care

Regional offices:

Bright Horizons Family Solutions  
200 Talcott Avenue South  
Watertown, MA 02472 (617) 673-8000

Bright Horizons Family Solutions  
209 Tenth Avenue South, Suite 300  
Nashville, TN 37203(615) 256-9915

### 3. The University of Oklahoma

The University of Oklahoma has a twenty-year contract with Children's World Learning Centers. Deborah Wollenberg, Contract Administrator, (405) 325-6041, provided the following information:

- The contract began 6 years ago.
- The university pays for the building, grounds maintenance, and equipment repairs.
- Children's World pays utilities, gives the university \$5.00 per child per week in the facility and pays any remodeling costs.
- The center's enrollment is 140 children from infant to 12 years.
- The center does not use a sliding fee scale.
- The university gives \$500 scholarships to some student parents to offset the cost of child care.

### 4. Children's World Learning Centers

Children's World Learning Centers is a leading provider of quality infant, toddler, preschool, pre-kindergarten, private kindergarten and school-age learning programs.

- The company has provided early childhood and elementary educational programs since 1969.
- The company owns and operates 600 community-based centers in 24 states — 84 in Texas.
- Children's World is recognized for developmentally appropriate learning programs that promote social, cognitive, and physical development of children, while allowing them to learn at their own pace.
- All centers provide year-round care.
- Transportation to/from public and private schools and field trips is provided.



Children's World Learning Centers  
573 Park Point Drive  
Golden, Colorado 80401  
(303) 526-3400

### Committee Recommendations

#### 1. Facility Location

The facility should be located on the triangle defined by Texas Tech Boulevard, the Tech Freeway and 19<sup>th</sup> Street.

*Between  
Campus*

#### 2. Center Size

The center should be a 34,000 square foot facility to serve 200 full time equivalent (FTE) children. Plans to add an additional 100 FTE children within 5 years.

#### 3. Site Visits

To determine quality and fit with Texas Tech culture, site visits to at least 2 of the outsourcing corporation's facilities should be made.

#### 4. Center Management

Determine how the center will be managed:

- By Texas Tech
- By outsourcing corporation

#### 5. Funding

- Institutional Advancement explore funding options as outlined in this report.
- Establish a scholarship committee to create funding assistance for low-income staff and students.

# **Section III**

## **Appendix**

**Cost Breakdown**

**Space Estimates**

**Space Summary**

**Worksheet for Cost Projections**

**Campus Child Care Survey**

**Summary of Survey Comments**

| <b>Child Care Center Cost Breakdown</b>         |                                     |                    |                    |
|---|-------------------------------------|--------------------|--------------------|
| As of 9/1/00                                    | Capacity = 200 Full Time Equivalent |                    | 34,000 sq ft       |
| <b>Building Cost</b>                            |                                     |                    |                    |
| General Construction                            | \$3,910,000                         |                    |                    |
| <b>Subtotal</b>                                 |                                     | <b>\$3,910,000</b> |                    |
| <b>Site Development</b>                         |                                     |                    |                    |
| General Site Work                               | \$300,000                           |                    |                    |
| Playground Sidewalks/Prep                       | \$60,000                            |                    |                    |
| Landscaping/Irrigation                          | \$250,000                           |                    |                    |
| Asbestos Abatement/Demolition                   | 0                                   |                    |                    |
| <b>Subtotal</b>                                 |                                     | <b>\$610,000</b>   |                    |
| <b>Construction Subtotal</b>                    |                                     |                    | <b>\$4,520,000</b> |
| <b>Furniture and Equipment</b>                  |                                     |                    |                    |
| Furniture/Equipment                             | \$330,000                           |                    |                    |
| Playground                                      | \$150,000                           |                    |                    |
| AV Equipment (computers, TVs, VCRs)             | \$150,000                           |                    |                    |
| Security Surveillance                           | \$75,000                            |                    |                    |
| Communication (voice, data, internet)           | \$85,000                            |                    |                    |
| <b>Subtotal</b>                                 |                                     | <b>\$790,000</b>   | <b>\$790,000</b>   |
| <b>Professional Fees</b>                        |                                     |                    |                    |
| Architect/Engineer @ 6%                         | \$271,200                           |                    |                    |
| Architect/Engineer Reimbursables                | \$60,116                            |                    |                    |
| Asbestos Consultant Fee/Reimbursables           | \$25,000                            |                    |                    |
| Soils/Materials Testing                         | \$25,000                            |                    |                    |
| Testing Air Balance Engineer @ 8%/Reimbursables | \$15,000                            |                    |                    |
| Resident Project Inspector                      | 0                                   |                    |                    |
| Topographic Survey                              | \$15,000                            |                    |                    |
| Renderings/Computer Model                       | \$20,000                            |                    |                    |
| TAS Submission/Variance/Inspection              | \$1,500                             |                    |                    |
| <b>Subtotal</b>                                 |                                     | <b>\$432,816</b>   |                    |
| Contingency @10%                                |                                     | <b>\$452,000</b>   |                    |
| Art Acquisition @ 1%                            |                                     | <b>\$45,200</b>    |                    |
| Hardscape/Landscape @ 1%                        |                                     | <b>\$45,200</b>    |                    |
| <b>Administrative Cost</b>                      |                                     |                    |                    |
| Moving  | \$75,000                            |                    |                    |
| Construction Bid Advertising                    | 5,000                               |                    |                    |
| Postage   | 1,500                               |                    |                    |
| Construction Photos                             | 1,500                               |                    |                    |
| Reproduction/Printing                           | 25,000                              |                    |                    |
| Travel  | 8,000                               |                    |                    |
| BM&C  | 9,000                               |                    |                    |
| Grounds Maintenance                             | 12,000                              |                    |                    |
| EH&S  | 5,000                               |                    |                    |
| FP&C Overhead @ 3.25%                           | 190,203                             |                    |                    |
| Debt Charge on \$*. *mil@1.15%                  | 43,700                              |                    |                    |
| Development Fee: \$*. *mil@5%                   | 190,000                             |                    |                    |
| <b>Subtotal</b>                                 |                                     | <b>\$565,903</b>   |                    |
| <b>Project Soft Cost Subtotal</b>               |                                     |                    | <b>\$1,541,119</b> |
| <b>Total Project Budget</b>                     |                                     |                    | <b>\$6,851,119</b> |

*1 year to  
complete  
1 year to  
build*

| <b>Campus Child Care Center Space Estimates</b>         |      |               |          |
|---|------|---------------|----------|
| (preliminary study for 200+ fte centers in square feet) |      |               |          |
|   | unit | 20 classrooms | 200+ fte |
| <b>Administrative Offices</b>                           |      |               |          |
| (including conference & support areas)                  |      |               |          |
| Center Director   | 180  | 1             | 180      |
| Assistant Director                                      | 120  | 1             | 120      |
| Business Personnel Mgr.                                 | 120  | 1             | 120      |
| Administrative Assistant                                | 120  | 1             | 120      |
| Secretary/Receptionist                                  | 120  | 1             | 120      |
| Enrollment Assistant                                    | 60   | 1             | 60       |
| Office Storage  | 150  | 1             | 150      |
| Small Conference Room                                   | 20   | 20            | 400      |
| Reception/Waiting Areas                                 | 150  |               | 150      |
| File  | 50   | 1             | 50       |
| Subtotals   |      |               | 1470     |
| <b>Get Well &amp; Family Resource Center</b>            |      |               |          |
| Family Resource Coordinator                             | 120  | 1             | 120      |
| Get Well Coordinator                                    | 120  | 1             | 120      |
| Family Resource Center Office w/library                 | 500  |               | 500      |
| Subtotals   |      |               | 740      |
| <b>Child Care/Education Classroom Requirements</b>      |      |               |          |
| Classrooms  |      | 20            |          |
| per child   | 50   | 216           | 10800    |
| per classroom/storage                                   | 100  | 20            | 2000     |
| per teacher   | 30   | 20            | 600      |
| per classroom for toilet/diaper changing                | 40   | 20            | 800      |
| Display areas per classroom                             | 10   | 20            | 200      |
| equipment storage per classroom                         | 100  | 20            | 2000     |
| Subtotals   |      |               | 16400    |
| <b>Large Multipurpose Room/Storm Refuge</b>             |      |               |          |
| (including small kitchen/adult & children bathrooms     | 3000 |               | 3000     |
|   |      |               | 4500     |

Chair & table storage areas: (Equipment Storage)

**Program Support Facilities**

|                                    |      |    |      |             |
|------------------------------------|------|----|------|-------------|
| Staff Lounge/Work Area per teacher | 40   | 20 | 800  |             |
| File/Archive Storage               | 100  |    | 100  |             |
| Custodial Closet                   | 50   | 1  | 50   |             |
| Equipment Storage                  | 200  | 1  | 200  |             |
| Kitchen/Food Preparation           | 1000 | 1  | 1000 |             |
| Nutritionist/Cook                  | 120  | 1  | 120  |             |
| Laundry Center                     | 150  | 2  | 300  |             |
| <b>Subtotals</b>                   |      |    |      | <b>2570</b> |

**Research and Instructional Facilities**

|                                |        |    |     |             |
|--------------------------------|--------|----|-----|-------------|
| Classroom for 30 (30*15sq.ft.) | 450    | 1  | 450 |             |
| Research/Faculty Offices       | 120    | 1  | 120 |             |
| Media Room w/Storage           | 50     | 1  | 50  |             |
| Observation Access             | 75-100 | 10 | 900 |             |
|                                |        |    |     | <b>1520</b> |

Hallways & Access .2\*34000

6800

**Total Square Feet**

**34000**

| <b>Campus Child Care Center Space Summary</b>      |              |
|--|--------------|
| 216 Fte children                                   |              |
| <b>Administrative Offices</b>                      |              |
| (Including conference & support areas)             |              |
| Subtotals  | 1470         |
| <b>Get Well &amp; Family Resource Center</b>       |              |
| Subtotals  | 740          |
| <b>Child Care/Education Classroom Requirements</b> |              |
| Subtotals  | 16400        |
| <b>Large Multipurpose Room/Storm Refuge</b>        | 4,500        |
| <b>Program Support Facilities</b>                  | 2570         |
| <b>Research and Instructional Facilities</b>       | 1520         |
| <b>Hall ways/Access .20 X 34000</b>                | 6800         |
| <b>Total Square Feet</b>                           | <b>34000</b> |

| 200 Full-Time Equivalents |                        | Tuition    | Weekly Tuition | Yearly Tuition            | 75%        | 90%          |
|---------------------------|------------------------|------------|----------------|---------------------------|------------|--------------|
| Child                     |                        |            |                |                           |            |              |
| Infants                   | 24 @ \$100.00 week     |            | \$ 2,400       | \$ 115,200                |            |              |
| Toddlers                  | 30 @ \$ 95.00 week     |            | \$ 2,850       | \$ 136,800                |            |              |
| Twos                      | 42 @ \$ 90.00 week     |            | \$ 3,780       | \$ 181,440                |            |              |
| Preschoolers              | 64 @ \$ 85.00 week     |            | \$ 5,440       | \$ 261,120                |            |              |
| School Age                | 40 @ \$ 60.00 week     |            | \$ 2,400       | \$ 115,200                |            |              |
| <b>Total Tuition</b>      |                        |            | \$ 16,870      | \$ 809,760                |            |              |
| Minus 10 holiday days     |                        |            | \$ 33,740      | \$ 776,020                | \$ 582,015 | \$ 698,418   |
| <b>Staff</b>              |                        |            | <b>Fringe</b>  | <b>Total Salary</b>       |            |              |
| Director                  | Base Salary            | \$ 38,388  | \$ 11,516      | \$ 49,904                 |            |              |
| Assistant Director        |                        | \$ 33,864  | \$ 10,159      | \$ 44,023                 |            |              |
| Admin. Secretary          |                        | \$ 20,364  | \$ 6,109       | \$ 26,473                 |            |              |
| Prog. Coord               |                        | \$ 29,916  | \$ 8,975       | \$ 38,891                 |            |              |
| <b>Total</b>              |                        | \$ 122,532 |                | \$ 159,292                |            |              |
| <b>Teachers</b>           |                        |            |                |                           |            |              |
| 30 Full-Time Teachers     | 14.62 Avg. Hourly Rate | \$ 30,410  | \$ 912,288     |                           |            |              |
| 46 Part-Time Teachers     | 7.00 Per Hour          | \$ 3,640   | \$ 167,440     |                           |            |              |
| <b>Total</b>              |                        |            | \$ 1,079,728   |                           |            |              |
| <b>Cook</b>               |                        |            | <b>Fringe</b>  | <b>Personnel Expenses</b> |            |              |
| 1 Cook                    | Base Salary            | \$ 16,120  | \$ 4,836       | \$ 20,956                 | \$ 947,517 | \$ 1,137,020 |
| 0.5 @ 6.50 per hour       |                        | \$ 3,380   |                | \$ 3,380                  |            |              |
| <b>Total Personnel</b>    |                        |            | \$ 1,263,356   |                           |            |              |
| Food \$3.15 per child     |                        | \$ 153,720 | \$ 115,290     | \$ 138,348                |            |              |

Worksheet for Operating Cost Projections

|                          |   |                |  |  |  |  |  |  |
|--------------------------|---|----------------|--|--|--|--|--|--|
| PreOpening Personnel     | .75% of full time teachers = 22.5 @ \$14.62 for one month |                |  |  |  |  |  |  |
|                          | \$  | 52,632         |  |  |  |  |  |  |
| Director for 5 months    | \$  | 20,793         |  |  |  |  |  |  |
| Assistant for 5 months   | \$  | 18,343         |  |  |  |  |  |  |
| Admin Secretary for 3 mo | \$  | 6,623          |  |  |  |  |  |  |
| Prog. Coord for 4 mo     | \$  | 12,964         |  |  |  |  |  |  |
| <b>Total</b>             | <b>\$</b>   | <b>111,355</b> |  |  |  |  |  |  |



This survey will take approximately 10 minutes of your time

## Texas Tech University/Texas Tech University Health Sciences Center Campus Child Care — Needs Assessment

The Campus Child Care Committee TTU/TTUHSC requests your help to assess the child care needs of faculty, staff and students. Please return this questionnaire by May 1, 2000. Your help is greatly appreciated.

### MARKING INSTRUCTIONS

- Use number 2 pencil only.
- Make dark marks that fill the oval completely.
- Erase cleanly any mark you wish to change.
- Make no stray marks.

Correct Mark 

Incorrect Marks 

Please answer the questions below to the best of your ability. Mark all answers clearly.

1. In what capacity are you affiliated with TTU/TTUHSC? (Mark all that apply)

#### TTU:

- Faculty
- Staff
- Undergraduate Student
- Graduate Student

#### TTUHSC:

- Faculty
- Staff
- Student
- Resident

2. Do you live?

- On Campus
- Off-Campus

3. Please indicate your age group and gender.

- Under 24
- 25-29
- 30-39
- 40-49
- Over 50
- Male
- Female

4. Approximately how many days were you absent from work/classes in the last year because of problems with child care arrangements? (Not including illness)

- 0-1
- 2-3
- 4-5
- 6-7
- 8-9
- 10 or more
- 15 or more

5. How important is the issue of having a child care center to the university?

- Very Important
- Important
- Not Important
- Undecided

6. Why do you think we should have a TTU/TTUHSC child care center? (Mark all that apply)

- Increase of campus faculty, staff & student population
- To reduce absenteeism
- Can be used as a recruitment tool
- I need this service for convenience
- Other (please explain)

7. Should the child care center be open to the public?

- Yes
- No

8. What would be a good location for the facility?

- TTU campus
- TTUHSC
- A location between TTU/TTUHSC
- Off-campus

9. Would you use a campus child care center if it were used, in part, as a teaching facility?

- Yes
- No

10. What child care services would you require? (Mark all that apply)

- Not Applicable
  - Under age 2
  - Toddler age 2 - under 4
  - Preschool age
  - Kindergarten
  - Before school care
  - After school care
  - Transportation for your child to and from school (mark your transportation needs).  AM  PM
  - Children with Special Needs (i.e., Cerebral Palsy, Downs Syndrome, delayed speech, etc.)
- Please explain in the space provided below:

**11. What time and days will you be needing child care services? (Mark all that apply)**

- Full-time care (7:30am- 6:00pm)  
 M  T  W  Th  F  Sat  Sun
- Half-day care in which I prefer care in the  
 mornings  afternoons  
on these days  
 M  T  W  Th  F  Sat  Sun
- Early morning care (6:00-7:30am)  
 M  T  W  Th  F  Sat  Sun
- Evening care (after 6:00pm)  
 M  T  W  Th  F  Sat  Sun
- Drop-in day care less than 3 hours per day  
 M  T  W  Th  F  Sat  Sun
- Summer care- full-day  
 M  T  W  Th  F  Sat  Sun
- Summer care- half-day mornings  
 M  T  W  Th  F  Sat  Sun
- Summer care- half-day afternoons  
 M  T  W  Th  F  Sat  Sun
- Varies depending on semester  
 Fall  Spring  Summer
- Holiday care
- Temporary acute sick child
- I will need child care service in the near future
- Other (please explain)

Not Applicable to Me

**12. What are your current child care arrangements per child?**

|  | First Child           | Second Child          | Third Child           | Fourth Child          |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| < 20 hours                                 | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 21-30 hours                                | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 31-40 hours                                | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| 41-50 hours                                | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| > 50 hours                                 | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="radio"/> Not Applicable to Me |                       |                       |                       |                       |

**13. What is the average overall cost of child care per week per child?**

|  | First Child           | Second Child          | Third Child           | Fourth Child          |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| < \$50.00                                  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| \$51.00-\$75.00                            | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| \$76.00-\$100.00                           | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| \$101.00-\$125.00                          | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| >\$126.00                                  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| <input type="radio"/> Not Applicable to Me |                       |                       |                       |                       |

**14. Would you consider changing your present child care arrangements if the university provided an on-site child care center?**

- Yes
- No
- Not Applicable to Me

**15. What is your level of satisfaction with your current child care arrangements?**

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Somewhat dissatisfied
- Very dissatisfied
- Not Applicable to Me

**16. Additional Comments: Please feel free to voice your comments concerning a campus child care center. Include additional pages for comments if needed.**

**PLEASE READ BEFORE SUBMITTING:**

The TTU/TTUHSC Campus Child Care Committee thanks you for participating in this study.  
 Chair: Christy Meriwether, Quality Management Coordinator, Staff Senate  
 Committee Members: Jackie Driskill, Early Childhood Coordinator; Cathy Nathan, Director of the Child Development Research Center; Donna Bacchi-Smith, Associate Professor-Pediatrics; Jimmie Feeves, Assistant Professor in Mass Communications, Faculty Senate; Melissa Green, Student Senate; Marc Giccardo, Associate Professor in Architecture, Faculty Senate; Becky Hyde, Accounting Services, Senior Accounting Group Supervisor; Le-Ann Diandreth-Elkins, Techniques Center Coordinator; Dani Joyner, Research Coordinator-Dept. of Anesthesiology; Carrie Edwards, Faculty, Nursing Administration; Patricia Herrera, Graduate Student Representative & Graduate Student Senator  
 Special Advisor; Albert Moffitt, Project Manager, Facilities Planning & Construction

Visit our website at: <http://www.mcom.ttu.edu/reeves/childcar.htm>

**Please return to:**

**On Campus Address:** Child Care Assessment Committee, University Computing Services, Mail Stop 3051  
**Off Campus Address:** Child Care Assessment Committee, University Computing Services, Box 43051, Lubbock, TX 79409-3051

## Summary of Survey Comments

\*\*\*\*\*

### No Kids

+++ Retrieval for this document: 74 units out of 1094, = 6.8%

\*Even though I don't currently have children I plan to while I am attending TTUHSC. Having this childcare program available would decrease my stress level and allow me to focus on my graduate school responsibilities.

\*No children at this time but support this initiative!

\*I don't have a child but I have always wanted children. I believe a campus childcare center would be great. It would make it easier for students with children to succeed.

\*I don't have a young child in need of childcare, but I believe it would be beneficial for people affiliated with TTU & TTUHSC to have a place close by to take their children. I feel it should not be open to the public.

\*Even though my wife and I have no children. I can see the need for a childcare center at TTU/TTUHSC.

\*Although I don't have children, I think that it would be a huge benefit to many people if accessible childcare was available thru TTU & TTUHSC. I think it would make life a lot easier for many.

\*Even though at this time this is not applicable to me I sure could have used this when I first started here.

\*When our children were younger, the service was needed. I would charge a nominal fee and have the center as a service to Tech faculty and staff.

\*I think it is essential to have a campus childcare center. I personally know several students who are disadvantaged because they do not have childcare that is convenient to their schedules.

\*Although I have no children, I do recognize how important childcare is to faculty & staff.

\*\*\*\*\*

**Needed Service**

+++ Retrieval for this document: 254 units out of 1094, = 23%

\*This is something that is really needed for TTU/TTUHSC. It probably should have already happened. It will be beneficial to the University/HSC in so many ways, especially financially. For parents to have to stay home with sick children, it could save Tech/HSC from paying for sick leave.

\*When my children were younger this opportunity would have been greatly appreciated. We need to get on the ball and offer our employees this service.

\*Think this is a desperately needed service. Also have employees with joint custody arrangements, ability to place a child for a one or two week period every so often would be beneficial. Need to have a "sick room" as well.

\*A childcare center on campus is needed for the parents convenience. Childcare services should be applied during same hours that TTU is operating for assurance of times to all parents.

\*I think this is a much needed service. The childcare center at Methodist/Covenant has done extremely well. Please keep in mind state salaries when considering fees.

\*I think this would be a very good idea and very beneficial to everyone, students especially. I also think that rates should be prorated according to student's financial need, etc.

\*There is a great need for this service.

\*Long overdue improves work environment validates employee need.

\*I have several employees who need this service full time.

\*\*\*\*\*

**Recruitment**

+++ Retrieval for this document: 19 units out of 1094, = 1.7%

\*I am currently FT, but because of childcare issues I am considering and probably will go PT. I would have liked to have had the option of a TTUHSC facility.

\*Fabulous idea. HSC&TTU could include this in training needs, aid in employee retention, recruitment. Would be great for special needs children. TTU is going to open a nursing home and it might be labeled age discrimination if we didn't take care of kids too.

\*This is crucial issue for TTU especially for recruiting and retention of quality faculty.

\*We are in competition with other universities for good faculty. Having a childcare center on campus will help in recruitment and retention.

\*Great recruitment tool. Food for child development classes use. Shows Administration cares about students and staff.

\*\*\*\*\*

### Future Needs

+++ Retrieval for this document: 18 units out of 1094, = 1.6%

\*My husband and I do not have children, but if we decide to in the near future, I would like to have a childcare facility on campus.

\*I am new to Lubbock so my family couldn't help out. I don't have children yet but plan to in the near future. My greatest fear is how to find something suitable.

\*This information is what I would need if I had a child. I plan to have a child in the future.

\*Writing in regard to a friend who is considering attending school in the near future but is a single mother with 2 pre-toddler children would like more information.

\*My youngest child will soon be starting kindergarten, but I'm answering for our part time secretary who will soon be full time. I may be having another child in the future and think that this is a great idea.

\*\*\*\*\*

### No other options

+++ Retrieval for this document: 6 units out of 1094, = 0.55%

\*I registered last November. However, there's no space for my child until now. I think it would be more helpful with large accommodations for TTU or TTUHSC faculty & students. Thank you!

\*Before, thinking of having a child. I am looking at my options. I prefer childcare here at the campus more flexible.

\*At present my mother-in-law takes care of my baby. However, I would like to have other options available in the future.

\*I currently available to utilize flex time, but I feel I am but of the norm and forcing my employees to make an exception. I would like to go back to normal hrs, but have other

options other than let my kids be latch key kids. I am not originally from Lubbock and I do not know a lot of accommodating people to help out.

\*\*\*\*\*

### No Lab

+++ Retrieval for this document: 3 units out of 1094, = 0.27%

\*I would prefer, if it were to happen, that the center not be a recollection of the current Human Sciences lab center. Too expensive and no consistency of the staff. Also, it is not large enough to be able to serve the Tech community with any attempt at helping all, only those with financial means and connections, Students need this option-other state institution have one!

\*The teaching facility issue would be complicated. Of course you would want a regular trained staff and not just some freshman who is thinking of going into a similar major. I have no kids so I've not really thought about this much.

\*I believe this service will be very valuable if not abused by those only seeking easy credits. If the daycare is used as a learning and faculty/staff daycare, the same standards should apply as the facilities have to abide by for Lubbock's daycare facilities. Special care should be taken to make sure the child's well-being is top priority and they should not be used a guinea pigs for the sake of the university to see if TTU can attract more publicity. The final decision to go forward should be for the good of the children and TTU will benefit because there will be less turnover by parents with younger children.

\*\*\*\*\*

### Yes lab

+++ Retrieval for this document: 5 units out of 1094, = 0.46%

\*If possible, childcare & eldercare facility should be located next to each other giving quality interaction time/space as well as quiet naptime space /place for each. It would also facilitate childcare/eldercare worker training on campus. Parents & children could have lunch together. Children are fascinated by stories the elderly can tell and elderly are rejuvenated by being around youth. A great symbiotic relationship lab as well.

\*Great idea. Even students studying in the childcare field could serve times as part of a class lab.

\*\*\*\*\*

### Cost

+++ Retrieval for this document: 82 units out of 1094, = 7.5%

\*It would depend on the cost. I would be more interested in the after school care.

\*I would like to see CDRC quality day care at half the price the CDRC charges.

\*This should be offered free or based on income by the university. Payment should be related to ability to pay. A set percentage of adjusted gross income.

\*I wouldn't mind paying an additional small amount included with tuition to pay for childcare so that it is free for students who have children. Each student could pay a small amount each semester to cover it.

\*A program of this type would be of tremendous help. It is especially difficult locating a facility that meets my specific needs as a student. Nor can I afford to pay for childcare that I don't need.

\*My husband and I are expecting our 1st child this summer. We were dismayed to learn that the waiting list for the childcare center affiliated w/the Child Development Research Center has a waiting list for over a year. Plus, the cost seems high.

\*When my son was younger, I had to drop out until he started school due to lack of affordable childcare.

\*I have to do a lot of running around to keep childcare costs down. I want affordable childcare on campus.

\*Have a newborn and will need childcare. Will need a break from high childcare costs.

\*Teachers can be students working for degree. Should help keep cost down. People making 250 a week cannot pay 125 a week for childcare, welfare is easier than working but I believe most people want to work.

\*I've had many students miss class because they had to take care of their children. A center for students in class would be good, Maybe one which offered low cost or free services.

\*I would love to have my child attend daycare at the University. I have looked into the daycare program before and have had to find other means of daycare because of cost. There are many single mothers attending Tech that cannot afford the rates that are currently being charged. think I would like an on-campus childcare center rather than elsewhere.

\*\*\*\*\*

### Cost in dollars

+++ Retrieval for this document: 14 units out of 1094, = 1.3%

\*Price of childcare is very important. At present it is too expensive at TTU facility. Try to have same prices as outside day care centers. Ex.) Full time for 3 year old, \$330-\$430/month.

\*My oldest is now old enough to care for the youngest. Prior to that I spent \$80 a week per child, was forced to stay home if the center closed.

\*The cost of such childcare should be comparable to the care I have now. I pay approximately \$65. A week for the care I have now, and I do not have to provide any extra's (lunch, breakfast, sleeping mats, etc.).

\*I've checked in to the campus childcare facility before and it was too expensive. Compared to Administration and Faculty salaries, Staff don't make near enough to pay over \$100 a week for childcare.

\*I am pregnant with my first child and I have already begun my search for adequate childcare services. I am concerned about the cost of day care; from my brief research into the issue. I have found that, at minimum, I will be spending at least \$400 a month in childcare. I am a full-time research scientist and I'm afraid that I may have to cut my hours to part-time if my husband (a full-time grad. Student) and I cannot find affordable childcare. I think that it would be a step in the right direction if Texas Tech University could offer reasonable and affordable childcare to it employees and students. I have many colleagues that are from Europe and they have mentioned that their universities and businesses seem to be ahead of ours in this important issue.

\*It would be nice if the facility would benefit those of us that make under \$16,000.00/year.

\*People have a hard time finding good and affordable daycare for their children. Most daycares want \$100+ per week per child. My children work but still have to rely on government programs to be able to afford good day care for their children. This is not right.

\*I feel an on-site childcare would be very convenient to employees and help decrease tendency of absenteeism. I have a 2 year old that I pay \$82. A week for and a 5 year old I pay \$80. A week for during the summer. If prices are competitive, I would definitely change.

\*\*\*\*\*

No support

+++ Retrieval for this document: 3 units out of 1094, = 0.27%

\*I do not support childcare. Discriminates against single persons or people who are not parents.

\*I do not want my tuition money going to a center to care for other peoples children! Children do not belong on campus.



\*\*\*\*\*

**Location**

+++ Retrieval for this document: 36 units out of 1094, = 3.3%

\*If the childcare center were open to the public, perhaps two facilities would be appropriate—one for TTU/TTUHSC faculty, staff, and students & one for the public offered on a sliding scale to families who might need that break. Such a segment might be a public service to families and their children, who might otherwise end up in trouble.

\*I understand current facilities are excellent. However, I imagine parking presents a problem for parents picking up/dropping off.

\*I feel a childcare center is better at TTUHSC because parking is better and TTU already has a childcare Development Center. Somewhere between both would be great, But parking would be a MAJOR FACTOR! Easy, Fast drops off and pick up!

\*Although I don't need childcare – most of my employees do. Childcare problems do increase absenteeism. Would be a good recruiting tool. Are you considering sick children care? Possible location – near Ronald McDonald House? Off Indiana (by meat Lab?) Needs to have easy access. This sounds like a great idea. Good luck!

\*This center should have ample short term parking for pick up & drop off of children. A site not directly on campus would be more easily accessible during high traffic times, but should not be too far away.

\*#1. Because we are a public institution a certain percentage or when available should go to the public. #2. Anywhere on campus, just not more than a block or two off campus. This should be a benefit and the charge to use the faculty should be no more than half the average for childcare. The public would have to pay more than staff students.

\*Expand the CDRC at present location and then have 2-3 satellite sites.

\*I love the idea of having childcare as part of our employee services. It not only opens the door for more dependable employees, but eases their minds and their convenience with all the hassles of childcare.

\*\*\*\*\*

**Absenteeism**

+++ Retrieval for this document: 25 units out of 1094, = 2.3%

\*As a supervisor, I see this as a way to reduce absenteeism and stress in my unit. Employees cannot be effective when childcare is a problem.

\*Covenant Health Systems already provides a day care for their employees and their absentee rate is very low. In Dallas UT they also provide day care. TTUHSC is so behind everything and spending a lot of money for the United Area and sports, that they are forgetting the employees if it wasn't for our hard work and long hours how would they survive. It's time to start doing something for us!

\*We see a lot of absenteeism due to parents with sick children. I believe this would decrease it on campus facility to sick kiddos

\* 1. Absenteeism will be reduced

\*I think childcare on campus is a good idea for my classmates that have children. Convenience and absenteeism are the 2 things that are most important.

\*Because so many of my fellow employees have pre-school and or school age children, I feel that absenteeism and quality of work (less worry about children) would improve. Certainly it would decrease stress for parent.

\*Absenteeism will be reduced, non-traditional students will find Tech attractive, productivity of faculty staff will be enhanced, and childcare must be affordable to students, staff, and faculty.

\*Very important to many employees. Considering sick childcare is of most importance to me and would decrease my absenteeism.

\*\*\*\*\*

### Benefits

+++ Retrieval for this document: 89 units out of 1094, = 8.1%

\*Even though I don't currently have children I plan to while I am attending TTUHSC. Having this childcare program available would decrease my stress level and allow me to focus on my graduate school responsibilities.

\*On-campus childcare for after-school care would assist me tremendously. I spend many hours at school and work, I think a good environment for my son would benefit him and me both, while being on campus where I can go see him.

\*Although my children are grown, I can see the benefit of having this service available.

\*I think it would be great. I think it should only be offered to students, though sort of as a benefit of being enrolled in school.

\*There is concern and a need for childcare provision for third and fourth year medical students, as well as residents. It would be a great benefit if the school could provide a facility to meet childcare needs.

\*Although I don't have children, I think that it would be a huge benefit to many people if accessible childcare was available thru TTU & TTUHSC. I think it would make life a lot easier for many.

\*While not needing childcare this is a long overdue problem that needs a good solution. If Methodist Hospital can provide childcare, why not Tech? Safe childcare reasonably priced would be a tremendous benefit to employees.

\*The concept of a childcare facility on campus for employees is long overdue at TTU. When so many private businesses are realizing the benefit of these services, the world of higher education is once again lagging "behind the times."

\*Other Lubbock State agencies employees maybe interested as well; view as state employee benefit if facilities, service, cost, quality/convenient.

\*It's nice to see someone actually follow through on a proposal that was originally made when I could have benefited from it—18 years ago!

\*An on campus childcare facility priced reasonably would be of great benefit to TTU/TTUHSC faculty & staff.

\*I think this would be a positive project that would benefit Texas Tech in many ways, for employees, students, and the community.

\*Childcare on campus would have been a great benefit to me. My husband and I both work at Tech. I feel this would enhance the University. You will also have employees who are more dedicated to their jobs knowing their children are close by to be able to check on