

# DEPARTMENT OF PHYSICAL EDUCATION AND

# KINESIOLOGY

**COURSE OUTLINE – FALL 2018** 

#### PE1050 (A2): Introduction to the Administration of Sport, Physical Activity and Recreation

**Programs – 3 (3-0-1) 60 Hours** 

| <b>INSTRUCTOR:</b>   | Ray Kardas                | <b>PHONE:</b> | 780-539-2990       |
|----------------------|---------------------------|---------------|--------------------|
| <b>OFFICE:</b>       | K214                      | E-MAIL:       | rkardas@gprc.ab.ca |
| <b>OFFICE HOURS:</b> | Drop in or by appointment |               |                    |

**CALENDAR DESCRIPTION:** This course provides you with the basic skills required to successfully administer a sport and/or physical education program.

#### PREREQUISITE(S)/COREQUISITE: None

#### **REQUIRED TEXT/RESOURCE MATERIALS:**

Lussier, R. N. & Kimball, D. C. (2014). *Applied sport management skills* (2nd ed.). Windsor, ON: Human Kinetics.

Other resources will be posted on Moodle.

**DELIVERY MODE(S):** This course will be delivered via lectures, class discussions, group work, inclass exercises, and individual student work that includes various delivery methods.

## **COURSE OBJECTIVES:**

- 1. Students will develop basic competencies required by administrators in the areas of sport, physical education and recreation.
- 2. Students will develop a basic understanding of the concepts and skills involved in being a successful leader and manager of sport organizations.
- 3. Students will be provided an opportunity to apply their skills and practical and experiential activities through participation through group projects.
- 4. Students will be introduced to challenges and issues confronting different sport segments.

## **LEARNING OUTCOMES:**

- 1. Students will be able to identify and demonstrate successful principles related to successfully running a sport organization.
- 2. Students will be able to analyze and apply the decision making process to a variety of situations related to the administration of a sport organization.
- 3. Students will be able to use conflict resolution strategies to enhance cohesion in a group setting.
- 4. Students will carry out a group project, which encapsulates coursework throughout the semester.
- 5. Students will be able to practice effective written and oral communication, critical thinking, and problem solving skills necessary to be successful in the sport industry.

## TRANSFERABILITY:

UA, UC, UL, AU, GMU, CU, CUC, KUC.

Please consult the Alberta Transfer Guide for more information (http://alis.alberta.ca/ps/tsp/ta/tbi/onlinesearch.html?SearchMode=S&step=2)

\*\* Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. **Students** are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability

#### **EVALUATIONS:**

| Midterm       | 25% |
|---------------|-----|
| Final Exam    | 30% |
| Event Project | 45% |

#### **GRADING CRITERIA:**

Please note that most universities will not accept your course for transfer credit IF your grade is less than C-. This means DO NOT GET LESS THAN "C-" IF YOU ARE PLANNING TO TRANSFER TO A UNIVERSITY.

| Alpha<br>Grade | 4-point<br>Equivalent | Percentage<br>Guidelines | Alpha<br>Grade | 4-point<br>Equivalent | Percentage<br>Guidelines |
|----------------|-----------------------|--------------------------|----------------|-----------------------|--------------------------|
| A+             | 4.0                   | 90-100                   | C+             | 2.3                   | 67-69                    |
| A              | 4.0                   | 85-89                    | C              | 2.0                   | 63-66                    |
| A-             | 3.7                   | 80-84                    | C-             | 1.7                   | 60-62                    |
| B+             | 3.3                   | 77-79                    | D+             | 1.3                   | 55-59                    |
| В              | 3.0                   | 73-76                    | D              | 1.0                   | 50-54                    |
| B-             | 2.7                   | 70-72                    | F              | 0.0                   | 00-49                    |

# COURSE SCHEDULE/TENTATIVE TIMELINE:

Lecture: Mondays & Wednesdays 8:30 a.m. – 9:50 a.m. (J204)

Lab: Tuesdays: 12:00-12:50pm (J228)

This schedule (including readings) is subject to change based on how we progress as a class. Changes will be announced in class and on Moodle.

| Week  | Date         | Торіс  |  |
|-------|--------------|--|--|
| 1     | Jan 7, 9     | Part I: Introduction to Sport Management           |  |
|       |              | Managing Sport (Ch. 1)                             |  |
|       |              | The Sport Industry Environment (Ch. 2)             |  |
| 2     | Jan. 14, 16  | Part II: Planning                                  |  |
|       |              | Creative Problem Solving & Decision Making (Ch. 3) |  |
| 3     | Jan. 21, 23  | Strategic and Operational Planning (Ch. 4)         |  |
| 4     | Jan. 28, 30  | Part III: Organizing                               |  |
|       |              | Organizing and Delegating Work (Ch. 5)             |  |
| 5     | Feb. 4, 6    | Sport Culture, Innovation, and Diversity (Ch. 6)   |  |
| 6     | Feb 11, 13   | Human Resources Management (Ch. 7)                 |  |
|       |              | Mid-term Exam: Chapters 1-6 (25%)                  |  |
|       |              | End of Part III                                    |  |
| 7     | Feb 18, 22   | Winter Break, no classes                           |  |
| 8     | Feb. 25, 27  | Part IV: Leading                                   |  |
|       |              | Behaviour in Organization (Ch. 8)                  |  |
| 9     | March 4, 6   | Team Development                                   |  |
| 10    | March 11, 13 | Communicating for Results (Ch. 10)                 |  |
| 11    | March 18, 20 | Motivating to Win (Ch. 11)                         |  |
| 12    | March 25, 27 | Leading to Victory (Ch. 12)                        |  |
|       |              | End of Part IV                                     |  |
| 13    | April 1, 3   | Part V: Controlling                                |  |
|       |              | Controlling for Quality and Productivity (Ch. 13)  |  |
| 14    | April 8, 10  | Facilities and Events (Ch. 14)                     |  |
| 15/16 | April 15-27  | Final Exam Period                                  |  |
|       | April 19     | Good Friday, College closed, no exams              |  |

## NOTE ON LAB PROCEDURES:

- The LAB component of this course begins on Tuesday, January 8th in Room J228 from 12:00 12:50 p.m.
- Attendance is **MANDATORY** unless you meet with your project supervisor elsewhere. This project supervisor will oversee your group for your class project.
- An Agenda and Minutes will be kept for all labs
- Please note the lab dates:
  - January 8, 15, 22 and 29
  - February 5, 12, and 26 (no lab on Feb. 19<sup>th</sup>)
  - March 5, 12, 19 and 26
  - April 2 (last lab)
  - Total: 12 labs

#### STUDENT RESPONSIBILITIES:

- Unless otherwise noted, all assignments are due in hard copy, in class, on the due date. Late assignments will be deducted 10% per day up to 4 days late. After 4 days late, assignments will not be accepted. If you have an issue or concern (e.g., illness or family emergency), contact the instructor as soon as possible.
- Regular attendance is a key to success in this and every other course. It is the student's responsibility to acquire any materials and content missed due to absence. Missed labs (group meetings) cannot be made up and will result in points deducted from Event Project grade. Students who miss more than 2 lectures (without documentation for an excused absence) will have their final grade lowered one grade level (e.g., an A- becomes a B+).

## STATEMENT ON PLAGIARISM AND CHEATING:

Cheating and plagiarism will not be tolerated and there will be penalties. For a more precise definition of plagiarism and its consequences, refer to the Student Conduct section of the College Admission Guide at <u>http://www.gprc.ab.ca/programs/calendar/</u> or the College Policy on Student Misconduct: Plagiarism and Cheating at <u>www.gprc.ab.ca/about/administration/policies/\*\*</u>

\*\*Note: all Academic and Administrative policies are available on the same page.