

**GRANDE PRAIRIE REGIONAL COLLEGE  
DEPARTMENT OF PHYSICAL EDUCATION AND ATHLETICS**

**PE 1050**

**INTRODUCTION TO THE ADMINISTRATION OF SPORT, PHYSICAL ACTIVITY AND  
RECREATION PROGRAMS**

**Winter 2009**

**I. GENERAL INFORMATION**

Instructor: Harry Stevens  
Office: K219  
Phone: 539-2974

Class Times: M W 10:00 – 11:20 Room J228  
R 12 – 12:50 Room J228

Credit: 3 credits  
Transferability: Equivalent to PERLS 105 - University of Alberta, Knes 233 (3 credits) University of Calgary, Unspecified PE Options - University of Lethbridge (3 credits),

**II. COURSE OBJECTIVES**

1. To develop basic competencies required of administrators in the area of PE, Sport and Recreation.
2. To develop a basic understanding of the concepts involved in being a successful leader/manager of teams.
3. To give students an opportunity to apply their skills to an administrative practical experience involving work teams.

**III. RESOURCES:**

1. Chelladurai, P. Managing Organizations for Sport and Physical Activity, Holcomb Hathaway Publishing, 2004.
1. COVEY, STEPHEN; Principle -Centered Leadership; New York, NY: Fireside 1990
2. Lussier, R and Kimball, D. Sport Management: Principles, Application, Skill Development. Mason: Thompson Learning, 2004
3. Kouzes, James M. and Posner, Barry Z.; The Leadership Challenge, San Francisco; Jossey - Bass, 1995.
4. Railey, J.H. and Tschauner, P.R.; Managing Physical Education, Fitness, and Sports Programs, Mountainview,CA: Mayfield, 2<sup>nd</sup> edition,1993.
5. DiPadova, Laurie; Becoming a Master Manager, New York; John Wiley and Sons,1996.

**IV. CLASS FORMAT**

1. Course Requirements/Evaluation
  - Mid-Term Test (**Feb 11<sup>th</sup>**) 20%
  - Term work (quizzes, class projects, assignments) 30%
  - Team Project, and Presentation 30%

Final Exam (April 16-27)

20%

**100%**

2. Quizzes –see schedule for tentative dates, could be on reading assignments, class notes, guest speakers, or anything covered in or for this class.
3. Book Report – schedule to be determined, you will present to the class a book (related material) on becoming a successful manager, leader, organizer, see “personal development”.
4. Practical Project Report/Presentation - The following criteria will be used to evaluate your team or individual practical project/report/presentation. **All projects are due April 8<sup>th</sup> by 10:00am.**
  - a) Requires a **minimum** of 12 hours of administrative work **per member** of team.
  - b) A time management assessment of the team project and time assessment by each member.
  - c) The outcome of project, indicating the degree of success in reaching set goals.
  - d) The benefits of your admin. project to others.
  - e) The difficulty of the project.
  - f) Ability to illustrate applied theory.
5. Attendance at lectures and class participation are important components of courses. Students serve their interests best by regular attendance. Those who choose not to attend must assume whatever risks are involved.  
Students who miss class due to medical reasons **MUST** present medical verification to their instructor. Last day to withdraw with permission is Mar 16, 2009.

### ***HOW TO GET THE MOST OUT OF THIS COURSE***

#### **Plan Ahead**

Schedule in class time xxx, but also schedule in prep times to help prepare you for this class. Read material before class.

#### **Meet new people**

Get to know your classmates and your instructors.

#### **Participate**

P.E. students are doers, get involved, ask questions, take notes, and join a club/team or something.

#### **Make it relevant**

"How can I use the information?" - relate/apply new learning to current situations in your life.

#### **Make the commitment**

Drop the "I tried to, but..." and replace that with "I will, I can", and no butt's about it. There is nothing that can stop you from getting the mark you want from this course "just do it!" Make the commitment.

#### **Set Goals**

Everyday set out the goals you want to accomplish. For this course and all your courses and other priorities that are important to your success.

#### **Evaluate and Correct**

Check and see how you are doing on achieving your goals. Remember the goals you set are your road map to your destination, but drive with your lights on by continuously evaluating your progress.

**\*\*NOTE - Your final mark in this course should not be a surprise, remember you earned it, and participated in setting the limits of quality.**