

KINESIOLOGY AND HEALTH SCIENCES

COURSE OUTLINE – Fall 2024

PE1050 (A2/L1): Introduction to the Administration of Sport, Physical Activity and Recreation– 3 (3-0-1) 60 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR: Karna Germsheid **PHONE:** N/A
OFFICE: N/A **E-MAIL:** kgermsheid@nwpolytech.ca
OFFICE HOURS: 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: Applied Sport Management Skills (4th edition) Looseleaf with HKPropel by Lussier. Human Kinetics.

DELIVERY MODE(S): This is an in-person course. This course will be delivered via lectures, class discussions, group work, in-class activities, and individual student work that includes various delivery methods.

LEARNING OUTCOMES:

1. Develop basic competencies required by administrators in the areas of sport, physical education and recreation.
2. Develop a basic understanding of the concepts and skills involved in being a successful leader and manager of sport organizations.

3. Provide an opportunity to apply their skills through practical and experiential activities and by participation in a group project.
4. Introduce challenges and issues confronting different sport segments.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page <http://www.transferalberta.alberta.ca>.

**** 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:

Lab and Homework Assignments	See myClass for details	25%
Midterm	Nov 20	15%
Project	See myClass	30%
Presentations	Nov 22, 29, Dec 6	10%
Final Exam	TBD (Dec 12-19) – 2 hours	20%
Total		100%

GRADING CRITERIA:

Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100		C+	2.3	67-69
A	4.0	85-94		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
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

Lecture: Monday & Wednesday: 10:00-11:20am (J201 unless otherwise noted)

Lab: Friday: 10:00-10:50am (E306)

Date	Monday/Wednesday Lecture	Readings	Friday Lab
Sept 4	Course Introduction (Wed)	Course Outline	Start a game plan for starting a sport business
Sept 9/11	Managing Sports	Text Ch 1	Project planning and goals
September 16/18	<i>Strategic and Operational Planning.</i>	Text Chapter 4 Readings on myClass	Strategic planning sessions
**Sept 12 – Add/Drop Deadline			
Sept 23/25	<i>Facilities and Events Management.</i>	Chapter 14	Budgeting
Sept 30 / Oct 2	Sept 30th – NO CLASS Marketing / Sponsorship / Event Planning	Reading on myClass	Building digital assets / Sponsorship packages /
Oct 7/9	Organizing and Delegating Work.	Text Chapter 5	Communications
October 14	Thanksgiving (no classes)		
Oct 16	<i>Managing Change, Culture, Innovation, and Diversity.</i>	Chapter 6	Event planning tools / Registration software
October 21/23	<i>Human Resources Management / Risk Management</i>	Chapter 7 Reading on myClass	Writing policies & job descriptions
Oct 28/30	<i>Behavior in Organizations: Power, Politics, Conflict, and Stress.</i>	Chapter 8	Review progress of game plan for starting a sport business
Nov 2	<i>Event Day</i>		Event preparation
Nov 4/6	<i>Day off in lieu of event (Mon) Event Debrief (Wed)</i>		Sponsorship deliverables
Nov 11/15	No Classes: Fall Break		
Nov 18/20	<i>Review (Mon) Midterm(Wed)</i>		Presentations
Nov 25/27	<i>Team Development / Communicating for Results.</i>	Chapter 9 & 10	Presentations
**Nov 27 – Last Day to Withdraw			
Dec 2/4	Motivating to Win / Leading to Victory	Chapter 11 & 12	Presentations
Dec 9	<i>Controlling Quality, Financials, and Productivity, and Managing People.</i>	Chapter 13	
Dec 12-19 Final Exam (2 hour exam scheduled by Registrar's Office)			

STUDENT RESPONSIBILITIES:

- Specific times, tasks and other details for the project will be provided in the first two weeks of class so students can plan accordingly.
- Instructions for all evaluations will be provided on myClass, including due dates, late penalties, and grading criteria.
- If you have a significant issue or concern (e.g., illness or family emergency), contact the instructor as soon as possible.

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

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

Additional Information:

There will be some off campus opportunities for real life learning. If students don't have access to transportation, they are to let their Instructor know.