

KINESIOLOGY AND HEALTH SCIENCES

COURSE OUTLINE – Winter 2025

PE1050 (A3/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 Gernsheid	PHONE:	N/A
OFFICE:	N/A	E-MAIL:	kgernsheid@nwpolytech.ca
OFFICE HOURS:	By appointment.		

CALENDAR DESCRIPTION: This course provides you with the basic skills required to succeed as a sport administrator for a sport organization and/or a 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	30%
Midterm	February 14	20%
Project	See myClass	20%
Presentations	March 27, April 3, April 10	10%
Final Exam	TBD (April 14-23) – 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: Wednesday & Fridays: 1:00pm - 2:20pm (D308 unless otherwise noted)

Lab: Thursday: 9:00-9:50am (A313)

Date	Wednesday/Friday Lecture	Readings	Thursday Lab
Jan 8/10	Course Introduction (Wed) Managing Sports (Fri)	Course Outline Text Ch 1	Mission, Vision, and Values
**Jan 15 – Add/Drop Deadline			
Jan 15/17	Strategic & Operational Planning.	Text Ch 4 Readings on myClass	Strategic Planning
Jan 22/24	Ethics and Social Responsibility in Sport Man.	Text Chapter 2	Event Planning Toolkit
Jan 29/31	Creative problem solving and decision making	Text Chapter 3	Sponsorship
Feb 5/7	Organizing and Delegating Work.	Text Chapter 5	Marketing - Building digital assets, using tools (Canva)/
Feb 12/14	Midterm review 12 th Midterm 14 th	Midterm Chapters 1,2,3,4,5	Media Relations
Feb 19/21	(No Class)		No Lab
Feb 26/28	Managing Change, Culture, Innovation, and Diversity.	Chapter 6	Event Budgeting
March 5/7	Human Resources Management / Risk Management	Text Chapter 7	Policy and Procedure (use league toolkit)
March 12/14	Behavior in Organizations: Power, Politics, Conflict, and Stress.	Chapter 8 Power struggles, negotiations, and conflict resolution scenarios.	Board & Committee Meetings
March 19/21	Team Development / Communicating for Results.	Chapters 9 & 10	Class Networking Event
March 26/28	Controlling Quality, Financials, and Productivity, and Managing People.	Chapter 13	Presentations
**March 31 Last Day to Withdraw			
April 2/4	Facilities and Events Management.	Chapter 14	Presentations
April 9/11	April 9 – Final review April 11 - Day of in Lieu of student projects		Presentations

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.