



**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**

**INSTRUCTOR:** Julia Dutove, Ph.D.      **PHONE:** 780-539-2974  
**OFFICE:** K217      **E-MAIL:** jdutove@gprc.ab.ca  
**OFFICE HOURS:** 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, in-class 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/onlineearch.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	15%
Final Exam	30%
Event Project	55%

**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 Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage 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
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: Tuesdays & Thursdays: 10:00-11:20am (J204)

Lab: Mondays: 1:00-1:50pm (J229) – Group Meetings

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	Topic	Readings	Due
1	Sept 6	Course introduction		
2	Sept 11 & 13	What is sports administration	Chapter 1 & 2	Goals due (Sept 13)
3	Sept 18 & 20	Budgeting & sponsorship	Reading on Moodle	
4	Sept 25 & 27	Staff & volunteers	Chapters 5-7	
5	Oct 2 & 4	Marketing & promotions	Reading on Moodle	
6	Oct 9 & 11	<i>October 8: Thanksgiving (No classes)</i> October 9: Group Meeting APA Planning & problem solving	Reading on Moodle Chapters 3 & 4	
7	Oct 16 & 18	Planning & problem solving October 18: Midterm		Midterm (Oct 18)
8	Oct 23 & 25	Risk management & logistics	Reading on Moodle	
9	Oct 30 & Nov 1	Evaluation & research	Chapters 7 & 13 Reading on Moodle	Article Critique due (Oct 30)
10	Nov 6 & 8	KIN Games		
11	Nov 13 & 15	<i>November 12 &amp; 13: Fall Break (No classes)</i> Leadership	Chapter 8	
12	Nov 20 & 22	Leadership	Chapter 9	Presentation (Nov 21, 11:30am)
13	Nov 27 & 29	Leadership Nov 29: Community Sport Leaders Panel	Chapters 10 & 11	Binder due (Nov 26) Reflection due (Nov 29)
14	Dec 4 & 6	Leadership Final Exam Review	Chapter 12	Evaluations due (Dec 3)

## 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 <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at [www.gprc.ab.ca/about/administration/policies/\\*\\*](http://www.gprc.ab.ca/about/administration/policies/**)

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