



DEPARTMENT OF PHYSICAL EDUCATION AND KINESIOLOGY

COURSE OUTLINE – FALL 2019

PE1050 (A2): Introduction to the Administration of Sport, Physical Activity and Recreation Programs – 3 (3-0-1) UT 60 Hours

LECTURE INSTRUCTOR: Julia Dutove, Ph.D. **PHONE:** 780-539-2974
OFFICE: K217 **E-MAIL:** jdutove@gprc.ab.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:

Lussier, R. N. & Kimball, D. C. (2020). *Applied sport management skills* (3rd ed.). Windsor, ON: Human Kinetics.

Other resources and readings 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. Students will participate in event planning and execution to gain practical sport administration skills.

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.

EVALUATIONS:

Quizzes	15%
Final Exam	30%
Event Project	55%

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**

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

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/**

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

COURSE SCHEDULE/TENTATIVE TIMELINE:

Lecture: Tuesdays & Thursdays: 10:00-11:20am (F207)

Lab: Mondays: 1:00-1:50pm (J228)

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

Date	Topic	Readings	Due
Sept 5	Course and Project Introduction	Course Outline	Quiz #0 (Sept 6)
Sept 9	Group Meeting		
Sept 10 & 12	Introduction to Sport Management	Chapters 1 & 2	Quiz #1 (Sept 10)
Sept 16	Group Meeting		
Sept 17 & 19	Event Management & Sponsorships	Chapter 14 Byers (Sponsorship & Stakeholders)	Quiz #2 (Sept 17)
Sept 23	Group Meeting		
Sept 24 & 26	Marketing & Promotions	Greenwell Ch. 7 & 8 Byers (Sport Marketing)	Quiz #3 (Sept 24)
Sept 30	Group Meeting		
Oct 1	Planning	Chapter 3	Quiz #4 (Oct 1)
Oct 3	Event Prep		
Oct 7	Group Meeting		
Oct 8 & 10	Planning	Chapters 4 & 5	Quiz #5 (Oct 10)
Oct 14	No Classes (Thanksgiving)		
Oct 15	Group Meeting		
Oct 17	Event Prep		
Oct 18 & 19	PERT 20 th Anniversary		
Oct 21	Group Meeting		
Oct 22 & 24	Organizing	Chapters 6 & 7	Quiz #6 (Oct 22)
Oct 28	Group Meeting		
Oct 29	Organizational Behavior *Last Day to Withdraw*	Chapter 8	Quiz #7 (Oct 29)
Oct 31	Event Prep		
Nov 4	Group Meeting		
Nov 5-7	KIN Games		
Nov 11 & 12	No Classes (Fall Break)		
Nov 14	Leading	Chapter 9	Quiz #8 (Nov 14)
Nov 18	Group Meeting		
Nov 19 & 21	Leading	Chapters 10 & 11	Quiz #9 (Nov 19)
Nov 25	20 th Anniversary Presentation		
Nov 26 & 28	Leading & Controlling	Chapters 12 & 13	Quiz #10 (Nov 26)
Nov 29 & 30	Alberta Sport North Conference		
Dec 2	KIN Games Presentation		Presentation Project Binder
Dec 3 & 5	Review		Reflection Paper (Dec 5)
Dec 9	Conference Presentation		Presentation Project Binder Evaluations

Note: All readings are from the course textbook unless otherwise noted

Quizzes will be completed on Moodle and will close at 10am on the due date listed

STUDENT RESPONSIBILITIES AND ADDITIONAL INFORMATION:

- Quizzes will be completed on Moodle and will close at 10am on the date listed on the schedule. Failure to complete the quiz by 10am on the due date will result in a grade of 0. Missed quizzes cannot be made up. Quizzes will be open for a minimum of 24 hours prior to the due date.
- The Final Exam will be during the exam period and will cover content from throughout the semester, with a focus on the application of content.
- The Event Project is worth a total of 55% of your grade in this class. This grade includes:

Evaluations (from self, peer, & instructor)	Completed online (link on Moodle) by Dec 9, 11:59pm	15%
Group Meetings	See note below	10%
Presentation	20 th Anniversary – Nov 25 KIN Games – Dec 2 Conference – Dec 9	15%
Paper	Due Dec 5, 11:59pm (submit on Moodle)	10%
Project Binder	Due same day as presentation	5%
Total		55%

- **Evaluations:** Must be completed using the link posted on Moodle. Late or incomplete evaluations will result in a deduction to your grade.
- **Group Meetings:** Held most Mondays during the lab time (see schedule). Missed meetings cannot be made up and will result in 1% (out of 10%) for each missed meeting.
- **Presentation:** All group members are expected to contribute to the presentation. Specific guidelines will be discussed in class and posted on Moodle.
- **Paper:** Late assignments will be deducted 10% per day up to 4 days late, including weekends. After 4 days late, papers will not be accepted. If you have an issue or concern (e.g., illness or family emergency), contact the instructor as soon as possible. Details on what to include in the paper will be provided in class and on Moodle.
- **Project Binder:** Completed as a group (details will be determined by the class) and is due at the same time as the presentation. Late submissions to the binder will not be accepted.
- **Other Event Volunteering:** Students who volunteer at the other group's event can earn bonus points towards their Event Project grade.