



Department of Physical Education and Kinesiology
COURSE OUTLINE – Fall 2021

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

Grande Prairie Regional College respectfully acknowledges that we are located on Treaty 8 territory, the traditional homeland and gathering place for many diverse Indigenous peoples. We are honoured to be on the ancestral lands of the Cree, Dene/Beaver and Métis, whose histories, languages, and cultures continue to influence our vibrant community. We are grateful to have the opportunity to work, learn, and live on this land.

INSTRUCTOR: Julia Dutove, Ph.D. **PHONE:** 780-539-2974
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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., Greenwell, T. C., Danzey-Bussell, L. A., & Shonk, D. (2021). *Introduction to Sports Administration: GPRC*. Custom eBook available for purchase at <https://canada.humankinetics.com/products/introduction-to-sports-administration-gprc>
Other readings posted on myClass

DELIVERY MODE(S): This course will be delivered via lectures, class discussions, group work, in-class activities, and individual student work that includes various delivery methods. This class is a high-flex class, meaning that portions of the course can be done either in class or remotely via Zoom. Note that some in-class dates will be mandatory (see Course Schedule for more information).

COURSE OBJECTIVES:

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.

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:

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.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:

Homework	Due Mondays, 5pm unless otherwise noted	30%
Tests	Oct 1, Nov 5, Dec 3	30%
Presentation	Dec 6 or 8	10%
Final Exam	December 11-20	30%
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	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

STUDENT RESPONSIBILITIES:

- This is a high-flex course, meaning that parts of the course can be completed remotely on Zoom. Students joining on Zoom are expected to actively participate as though they are in class and have cameras on throughout class.
- Some classes will require in-person attendance and are indicated on the Course Schedule.
- Homework will be assigned in lab on Friday and will be due the following Monday, unless otherwise noted in the Course Schedule.
- Late homework:
 - Tests and Presentations must be completed during the class periods as assigned
 - Homework will be deducted 10% per day late, including weekends
 - Exceptions may be made for extenuating circumstances, discuss any concerns with the instructor as soon as possible
- More information about Evaluations will be posted in myClass and reviewed in class.

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 Calendar at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at <https://www.gprc.ab.ca/about/administration/policies>

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

COURSE SCHEDULE/TENTATIVE TIMELINE (subject to change):**Lecture:** Monday & Wednesday: 2:30-3:50pm (J204)**Lab:** Friday: 11:30am-12:20pm (J204)

Date	Topic	Readings	Homework
Sept 1-3	Course Introduction	Course Outline Knudson & Hoffman, 2018 (posted on myClass) Learning Commons: Sept 3 (Required in person)	About Me
**Sept 6 – No Classes: Labour Day			
Sept 8-10	Management Concepts in Sport Organizations	Babiak et al., 2019 (posted on myClass) Byers et al., 2012 (posted on myClass)	Group Information
**Sept 9 – Add/Drop Deadline			
Sept 13-17	Managing and Leading in Sport Organizations	Kerwin et al., 2019 (posted on myClass) Altman et al., 2013 case study for Wed (posted on myClass)	Project Overview
Sept 20-24	Sponsorship and Marketing	Textbook p. 1-31 (Event Sponsorship and Event Marketing) Naraine et al., 2015 case study for Wed (posted on myClass)	Sponsorship Letter
Sept 27-Oct 1	Budgeting	Textbook p. 32-49 (Event Budgeting) Test #1: Oct 1 (Required in person)	Budgeting Assignment Peer Feedback (in class Oct 1)
Oct 4-8	Strategic and Operational Planning	Textbook p. 50-80 (Strategic and Operational Planning) Armentrout et al. case study for Wed (posted on myClass) O'Brien & Corbett, 2016 (posted on myClass)	SWOT Analysis
Oct 11-15	No Classes: Fall Break		
Oct 18-22	Problem Solving and Decision Making	MacIntosh & Burton, 2019 (posted on myClass)	No homework-work on project
Oct 25-29	Risk Management	Textbook p. 81-101 (Risk Management and Negligence)	Risk Management Plan
Nov 1-5	Academic Skills	No readings Test #2: Nov 5 (Required in person)	Article Review #1 Peer Feedback (in class Nov 5)
Nov 8-12	Organizational Behavior	No readings	No homework-work on project
Nov 15-19	Evaluation and Research	Andrew et al., 2020 (posted on myClass) Textbook p. 102-138 (Controlling Quality, Financials, and Productivity, and Managing People)	Evaluation Plan
Nov 22-26	Teamwork and Motivation	Textbook p. 139-195 (Team Development and Motivating to Win)	Article Review #2
**Nov 26 – Last Day to Withdraw			
Nov 29-Dec 3	Leadership	Textbook p. 196-223 (Leading to Victory) Test #3: Dec 3 (Required in person)	No homework-test during lab
Dec 6-8	Presentations	No readings Required in person for when presenting	No homework-no lab
Dec 11-20:	Final Exam (Required in person)		

Note: The textbook has 2 sets of page numbers, one inside the white that is the original book page number and another on the bottom right in the blue. All pages listed here are the bottom right in blue page numbers.