



Department of Physical Education and Kinesiology  
COURSE OUTLINE – Winter 2022

**PE1050 (A3/L1): 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  
**OFFICE:** K218    **E-MAIL:** [JDutove@gprc.ab.ca](mailto: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., 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	See schedule	20%
Tests	Feb 14, Mar 14	20%
Presentation	Apr 11/12	10%
Project	Apr 5	20%
Final Exam	Apr 14-23	30%
<b>Total</b>		<b>100%</b>

## 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.
- Part of the course is a project requiring volunteering at an event on March 10/11 or 18/19. More details with specific times and tasks will be given in the first two weeks of the course so students can plan accordingly.
- 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:** Tuesday & Thursday: 11:30am-12:50pm (A213)

**Lab:** Monday: 11:30am-12:20pm (E306)

Yellow highlighted dates indicate required in person sessions

Week	Date	Topic	Homework/Evaluations
1	Jan 6	Course Introduction	
2	Jan 10	Lab: Learning Commons Introduction	Learning Commons Intro (in class)
	Jan 11/13	Management Concepts in Sport Organizations	
	Jan 12: Last Day to Add/Drop		
3	Jan 17	Lab: Group Introductions & Goals	Group Info & Goals (due Jan 20)
	Jan 18/20	Managing and Leading in Sport Organizations	
4	Jan 24	Lab: Gathering Nominations/Contact List	Nomination List/Contact List (due Jan 27)
	Jan 25/27	Sponsorship & Marketing	
5	Jan 31	Lab: Social Media	Social Media Posts (due Feb 3)
	Feb 1	Sponsorship & Marketing	
	Feb 3	Learning Commons Session	Learning Commons (in class)
6	Feb 7	Lab: Academic Articles	Article Review (due Feb 10)
	Feb 8/10	Strategic Planning	
7	Feb 14	Lab: Test #1	Test #1
	Feb 15/17	Risk Management	
8	Feb 21-25: No Classes – Winter Break		
9	Feb 28	Lab: Social Media Posting	Posting Plan (due Mar 3)
	Mar 1/3	Evaluation & Research	
10	Mar 7	Lab: Event Preparation	
	Mar 8/10	Problem Solving & Decision Making	
	Mar 10-11: Teacher Convention Sport Camp (if your event)		
11	Mar 14	Lab: Test #2	Test #2
	Mar 15/17	Organizational Behaviour	
	Mar 18/19: Sports Awards and Conference (if your event)		
12	Mar 21	No Lab	
	Mar 22/24	Budgeting	
13	Mar 28	Lab: Budgeting/Evaluation	Budget Assignment (due Mar 31)
	Mar 29/31	Teamwork & Motivation	
	Mar 30: Last Day to Withdraw		
14	Apr 4	Lab: Presentation Work Day	
	Apr 5/7	Leadership	Project Final Submission (due Apr 5)
15	Apr 11	Presentations (required in person when presenting)	Presentations
	Apr 12	Lab: Presentations (required in person when presenting)	Presentations
	Apr 14-23: Final Exams (in person)		