



SUL ROSS
KINESIOLOGY DEPARTMENT

KES 3321-001
Sports Rec. Admin
Fall 2021

Instructor: Mary Powers, Adjunct Instructor

Instructor Information

Office: GPC 102C

Office Hours: Mondays/Wednesdays 10a-2pm, Tuesdays/Thursday 12:30pm-1:30pm

Meeting: Monday/Wednesday/Friday 9am-9:50, GPC 106

Email: mrp17jf@sulross.edu (Must include "KES 3321" in subject of emails Course Description)

Required Text: Title: Leisure Services Management, 2nd Ed.
Author: Amy R. Hurd, et al.
Publisher: Human Kinetics, Inc.
Print ISBN: 9781492557111, 1492557110
eText ISBN: 9781492589921, 1492589926

Permanent link to syllabus: HB2504 WEBSITE

(<https://srinfo.sulross.edu/hb2504/courses.php>)

Purpose of the Course

The purpose of this course is to prepare students to be a manager in the field of commercial recreation, public agency, or the nonprofit sector.

Course Description

This course provides students with an understanding of management functions in organizations that deliver recreation and leisure programs. Students will learn key elements in organizational

development and planning, issues related to interagency collaboration and contracts, components of successful marketing, and sound financial practices and principles (e.g., accountability).

The textbook outlines the essential knowledge and skills that successful managers need to have and helps students build those competencies by encouraging them to think as managers. This will be accomplished through activities, projects, and examples to help students connect the competencies to real-world situations. Students will learn what management is, what the manager's role is, and how their work affects their agency and their customers. They will also explore specific management areas such as:

- Marketing
- financial management
- human resources
- employee development
- Communication
- Evaluation

Course Student Learning Objectives

Upon successful completion of this course students will:

1. Provide education for and promote the benefits of recreation and leisure services.
2. Develop a marketing strategic plan that represents the vision and mission of an organization.
3. Prepare budgets, financial analysis, and reports for financial operation of an organization.
4. Be able to perform personnel actions (e.g., disciplinary actions, coaching, recognitions, terminating, grievances).
5. Ensure agency compliance with national, state, and local laws and regulations.
6. Develop a comprehensive program plan.

Standard II

The physical education major understands principles and benefits of a healthy, physically active lifestyle and motivates students to participate in activities that promote this lifestyle.

Competency 009

The teacher understands health and wellness concepts, including those related to nutrition, weight control and stress management, and analyses ways in which personal behaviors influence health and wellness.

Course: Marketable Skills

The following marketable skills are achieved in this course:

Critical Thinking/Problem Solving: Exercise sound reasoning to analyze issues, make decisions, and overcome problems. The individual is able to obtain, interpret, and use knowledge, facts, and data in this process, and may demonstrate originality and inventiveness.

Program Learning Outcomes

1. The Kinesiology and Sport Science students will understand the principles of motor learning; understand the practice for developing motor skills; apply knowledge to biomechanical principles; apply knowledge of individual and teams sports and understand the principles of dance, personal performance activities, recreational activities and outdoor pursuits (Movement Skills and Knowledge Domain).

2. The Kinesiology and Sport Science students will understand major body systems, principles of physical fitness and benefits of a healthy lifestyle; understand the principles and activities for developing cardiovascular endurance; understand principles and activities for developing and maintaining flexibility, muscular strength and endurance; and understand health and wellness concepts (Health-Related Physical Fitness Domain).

3. The Kinesiology and Sport Science students will know how to use effective instruction and assessment to prepare physically educated individuals; understand factors relevant to learning and performance in physical education and use knowledge to promote students' development; understand the structure and purposes of physical education programs; and understand legal issues and responsibilities of physical education teachers (The Physical Education Program Domain).

Style Of Teaching:

The objectives of this course will be met through an integrated teaching style that will include online presentations and discussion boards. Students will be encouraged to remain actively involved in class discussions and will be responsible for reading all assigned material for this class. This is an online blackboard course. No assignments shall be accepted via email and all assignments shall be turned in on blackboard or during class.

Attendance

Attendance for class is mandatory. Every class day is a grade. You will receive 100% credit for being on time, 75% credit for being tardy. One letter grade will be deducted for every absence after four (4). Students with zero (0) absences (not including athletic related absences) and with no missing assignments will be exempt from the final exam.

GRADING POLICIES/TESTING/ASSIGNMENTS/ATTENDANCE/EXPECTATIONS

Outcome Measure	Points Per Item	Number of Items	Available Points
Case Studies	40	5	200
Discussion Boards	50	6	300
Homework Assignments	50	4	200
Tests	100	2	200
Final Project	100	1	100
Total/Final Grade*	-	-	1000

*Letter Grading as per SRSU policy will be used in this course.

**Be sure to complete all assignments by the due date.
Late assignments will not be accepted.**

COURSE REQUIREMENTS

I. Chapter Readings (e.g. SmartBook via Connect). 11 units

II. Discussion Boards. Choose a topic from each unit and write a minimum 250 word essay, also reply to two (2) classmates' discussion boards with a minimum 100 word scholarly reply.

III. Homework assignments. Six (6) available; will vary in difficulty and be in class and through distance IV. UNIT TEST. Two tests will be given.

V. Nutrition Project. Using the NutritionCalcPlus app, you will track your nutrition for three days and write a one (1) page summary paper of the results (minimum 500 words).

All Course Requirements Deadline

Due to the time requirement for grading purposes, all course requirements must be submitted/completed by the 'Course Requirements Deadline' of Wednesday in Week 15 at 11:59pm to be counted for credit towards the final letter grade in this course. There will be no exceptions to this policy. Late deductions will apply as per above policy.

Late Work Policy

All coursework must be submitted by the provided due dates in Blackboard or Connect. LearnSmart readings must be completed by the due date for credit – no late work will be accepted.

Zoom Etiquette for Class

1. Join the meeting early – Show your respect for the other meeting attendees, join a Zoom meeting up to five (5) minutes before it is scheduled to start.
2. Dress appropriately – One of the magical things about working remotely is the freedom to wear anything to work. It's the dream, right? Still, there is no reason to show your fellow students your PJs and bedhead. Take a few minutes to throw on a clean shirt and brush your hair. The best part of actually getting ready while attending class remotely is that you will put yourself in the right headspace to be productive.
3. Be aware of your surroundings – Your fellow students will not be able to hear your ideas or take you seriously when there is a pile of dirty clothes in the corner behind you. You also want to avoid looking like you work from the inside of a cave because of bad lighting. Adjust your work setup so that you face a window or are exposed to plenty of light. And make sure your background is professional and work appropriate. While kids and pets are adorable (and a much needed distraction when you're feeling overwhelmed), your fellow students will not love having to talk over a screaming child or barking dog. So, be mindful of noise. This means: No beds (unmade or made) in the background No messy rooms or open closets where everyone can see your clutter No NSFW artwork
4. Mute your microphone when you are not talking – There is nothing more frustrating than hearing that alien echo noise from conflicting microphones. Save everyone from the ear-splitting madness by joining the meeting while on mute. Muting your microphone when you're not speaking gives other participants the ability to share their thoughts.
5. Have your camera turned on – Remember to look into the camera when talking instead of looking at yourself. If you are looking at yourself on the screen while you are talking, it will seem like your attention is elsewhere. Direct eye contact into the camera while speaking gives attendees the impression that you are looking at them rather than off to the side, which creates an environment where everyone feels engaged and present in the conversation. Position your web camera and monitor at eye level If you are sharing a screen to discuss a report, chart, worksheet, etc., try to place the image on your screen close to your webcam, this will help your eyes align with the camera.
6. Speak up – Don't be afraid to project your voice. Your classmates will appreciate being able to hear you without having to strain their ears or turn their volume all the way up.
7. No food allowed – Try to eat a snack before your virtual class. No one wants to see you stuff your face with chips while discussing course work.
8. Stay seated and stay present – It may be tempting to check your inbox or carry on a side conversation during a dull moment in a meeting, but don't! You might miss out on key information or an opportunity to give input. If you are using your webcam, use attentive body language: sit up straight, do not make big extraneous movements, and do not let your eyes wander too much.

TENTATIVE COURSE CALENDAR

Week	Dates	Content	CH.	Due
1	8/23-8/27	Defining management and competencies	1	Competency scorecard
2	8/30-9/3	Foundations of Management	2	
3	9/6-9/10	Leisure services managers	3	Management philosophy
4	9/13-9/17	Legal foundations	4	
5	9/20-9/24	Organizational Structure	5	
6	9/27-10/1	Coordinations of resources, programs and services	6	
7	10/4-10/8	Planning and decision making	7	Piers mgmt CS (section 1, Q1&2)
8	10/11-10/15	Marketing & Public Relations	8	
9	10/18-10/22	Communication	9	
10	10/25-10/29	Personnel Procedures & Practices	10	
11	11/1-11/5	PPP cont'd (GOOD FRIDAY)	10	Marketing Plan
12	11/8-11/12	Motivation, Rewards, & Discipline	11	Piers Mgmt CS (job desc.& announcements)
15	11/15-11/19	Motivation, Rewards, & Discipline	11	
16	11/22-11/26	Fiscal Management / Thanksgiving Break	12-13	
17	11/29-12/1	Evaluation (LAST CLASS DAY)	12-13	Budget exercise

UNIVERSITY POLICIES

Distance Education Statement

Students enrolled in distance education courses have equal access to the university's academic support services, such as Smarthinking, library resources, online databases, and instructional technology support. For more information about accessing these resources, visit the SRSU website. Students should correspond using Sul Ross email accounts and submit online assignments through Blackboard, which requires secure login information to verify students' identities and to protect students' information. The procedures for filing a student complaint are included in the student handbook. Students enrolled in distance education courses at Sul Ross are expected to adhere to all policies pertaining to academic honesty and appropriate student conduct, as described in the student handbook. Students in web-based courses must maintain appropriate equipment and software, according to the needs and requirements of the course, as outlined on the SRSU website.

Accidents & Injuries

In the case of bodily or personal property damage, the Kinesiology Department will not be held responsible. The student must report any field experience related injury or illness to the Instructor immediately. Any expense incurred due to injury or illness will be the student's responsibility.

Academic Integrity Statement

Academic dishonesty hurts everyone and reduces the value of college degrees. Doing someone else's work, presenting the ideas and work of others as your own, submitting the same paper for multiple classes, and/or failing to cite your sources when you utilize the ideas of others, are all examples of academic dishonesty. It is your responsibility to read and understand the university's policy on academic dishonesty in the SRSU Student Handbook, as all violations will be taken seriously and handled through the appropriate university process. The Student Handbook can be found at: <https://www.sulross.edu/page/2454/student-handbook> (page 80).

In addition, please note that plagiarism detection software will be used in this class for written assignments, as well as monitoring software for course exams.

Academic Civility Statement

Students are expected to interact with professors and peers in a respectful manner that enhances the learning environment. Professors may require a student who deviates from this expectation to leave the face-to-face (or virtual) classroom learning environment for that particular class session (and potentially subsequent class sessions) for a specific amount of time. In addition, the professor might consider the university disciplinary process (for Academic Affairs/Student Life) for egregious or continued disruptive behavior.

Academic Affairs Service Statement

Sul Ross faculty, staff, and students are expected to model responsible citizenship through service activities that promote personal and academic growth while enhancing the university, local, regional, national, and global communities. These activities will foster a culture of academic/public engagement that contributes to the achievement of the university's mission and core values.

Academic Excellence Statement

Sul Ross holds high expectations for students to assume responsibility for their own individual learning. Students are also expected to achieve academic excellence by:

- Honoring the core values of Sul Ross.
- Upholding high standards of habit and behavior.
- Maintaining excellence through class attendance and punctuality.
- Preparing for active participation in all learning experiences.
- Putting forth their best individual effort.
- Continually improving as independent learners.
- Engaging in extracurricular opportunities that encourage personal and academic growth.
- Reflecting critically upon feedback and applying these lessons to meet future challenges.

SRSU Disability Services:

ADA (Americans with Disabilities Act) Sul Ross State University (SRSU) is committed to equal access in compliance with Americans with Disabilities Act of 1973. It is SRSU policy to provide reasonable accommodations to students with documented disabilities. It is the student's responsibility to initiate a request each semester for each class. Students seeking accessibility/accommodations services must contact Rebecca Greathouse Wren, LPC-S, SRSU's Accessibility Services Coordinator at 432-837-8203 (please leave a message and we'll get back to you as soon as we can during working hours), or email rebecca.wren@sulross.edu. Our office is located on the first floor of Ferguson Hall (Suite 112), and our mailing address is P.O. Box C-122, Sul Ross State University, Alpine, Texas, 79832.