

# PE 4308

## Administration of Athletic Training

### Fall 2022

**Billy Ray Laxton, M.Ed, LAT, ATC - Lecturer - Kinesiology**

**Office:** Gallegos 103

**Phone:** 432/837-8241 office

**Email:** [billy.laxton@sulross.edu](mailto:billy.laxton@sulross.edu)

**Office Hours:** Tuesday and Thursday- 830AM or **By appointment**

**Textbooks:**

Management Strategies in Athletic Training, Konin & Ray, 5<sup>th</sup> Edition. 2019 ISBN 978-1-4925-3618-5

**Class Meeting:** M @ 6:30 PM to 8:30 PM; ROOM 108

### **Course Description**

The study of the administration and management strategies in Athletic Training. Functions such as record keeping, insurance, public relations, pre-participation examinations, facility, and equipment. Maintenance and budgets will be discussed. We will spend sufficient time on Licensure exam prep.

### **Style of Teaching**

The objectives of this course will be met through an integrated teaching style that will include discussion, use of pop quizzes, and PowerPoint presentations. Students will be encouraged to remain actively involved in class discussions and will be responsible for reading all assigned material for this class.

### **Zoom Etiquette for Classes**

- 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. 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

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.

**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. Unless you live alone, your house is probably pretty noisy these days. Muting your microphone when you're not speaking gives other participants the ability to chime in and share their thoughts without distraction or frustration.

**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 with 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. Again, as much as possible, position your web camera and monitor at eye level so you can look into the camera and simulate that eye-to-eye connection with other attendees. 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 coursework. Not only is it distracting to others, but you also will not be able to focus on the task at hand because you will be worried about dropping crumbs all over your keyboard.

**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 do it. 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.



**Program Learning Outcomes**

The purpose of this course is to provide an in-depth study of the principles of injury detection in the lower body of the athlete. The student will be able to identify common injuries and be able to do an evaluation. The student will apply skills learned in the class and be prepared for real-life scenarios on and off the field.

## **Learning Objectives**

- See the TSATA Guidelines for Administrative SKAs

## **Attendance**

Attendance for the class is mandatory.

## **GRADING POLICIES/TESTING/ASSIGNMENTS/ATTENDANCE/EXPECTATIONS**

Grade calculation	Grade (Points)	Grading Scale	
Class attendance/Participation/Pop Quizzes/Labs/Discussions	30%	90 and Above	A
Practical exams	20%	79 to 89%	B
Exams – Mid-term / Final	40%	69 to 79%	C
		59 to 69%	D
Total percentage of grade	100%	59% and Below	F

**No Late Assignments Will Be Accepted.**

## **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 integrity represents the choice to uphold ethical responsibility for one's learning within the academic community, regardless of audience or situation.

## **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.

**ADA Statement**

Sul Ross State University is committed to equal access in compliance with the Americans with Disabilities Act of 1973. It is the student’s responsibility to initiate a request for accessibility services. Students seeking accessibility services must contact Mary Schwartze, M. Ed., L.P.C., in Counseling and Accessibility Services, Ferguson Hall, Room 112. The mailing address is P.O. Box C-122, Sul Ross State University, Alpine, Texas 79832. Telephone: 432-837-8691. E-mail: mschwartz@sulross.edu.

<b>Mondays</b>	<b>Class Activity</b>	<b>Review</b>
22-Aug	AT Today	Special Test for foot
8/29	Licensure VS Certification	Special Tests for ankle
<b>5-Sep</b>	<b>no Class</b>	<b>no Class</b>
12-Sep	Management	Special Tests for calf
19-Sep	Program	Special Tests for knee
26-Sep	NCAA/UIL/NAIA	Special Tests for knee

3-Oct	Staffing	Special Tests for knee
10-Oct	Budget	Mid Term
17-Oct	Facilities	Design
24-Oct	Record-keeping	SOAP NOTES
10/31	Ethics / Legal	Case Study
11/7	How do I get paid?	Design
14-Nov	Physicals, Drug testing	Design
21-Nov	EAP's	Design
11/30	Final	Due Dec 3rd

