

**KINESIOLOGY AND HEALTH SCIENCES**

**COURSE OUTLINE – Fall 2023**

**PE1050 (A2/L1): Introduction to the Administration of Sport, Physical Activity, and Recreation Programs**

**3 (3-0-1) 60 Hours for 15 Weeks**

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

**INSTRUCTOR:** Julia Dutove, Ph.D.                      **PHONE:** 780-539-2974  
**OFFICE:** K218    **E-MAIL:** jdutove@nwpolytech.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:**

Hoye, R., Misener, K., Naraine, M. L., & Ordway, C. (2022). *Sport management: Principles and applications* (6<sup>th</sup> ed.). Routledge.

Other readings posted on myClass

**DELIVERY MODE(S):** This is an in-person course. This course will be delivered via lectures, class discussions, group work, in-class activities, and individual student work that includes various delivery methods.

**LEARNING OUTCOMES:**

1. Students will be able to identify and demonstrate basic competencies required by administrators in the areas of sport, physical education, and recreation.
2. Students will be able to identify challenges and issues confronting different sport segments.
3. Students will apply their skills through practical and experiential activities and by participation in a group project.
4. Students will be able to practice effective written and oral communication, critical thinking, decision-making, 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:**

Lab and Homework Assignments	See myClass for details	25%
Midterm	Nov 8	15%
Project	Oct 21/see myClass	30%
Presentations	Nov 20, 27, Dec 4	10%
Final Exam	TBD (Dec 14-21) – 2 hours	20%
<b>Total</b>		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	95-100		C+	2.3	67-69
A	4.0	85-94		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:**

- The project for this class will have a required class project on **October 20 or 21**. Details will be provided on specific times and tasks in the first two weeks of class so students can plan accordingly.
- Instructions for all evaluations will be provided on myClass, including due dates, late penalties, and grading criteria.
- If you have a significant issue or concern (e.g., illness or family emergency), contact the instructor as soon as possible.

**STATEMENT ON ACADEMIC MISCONDUCT:**

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at <https://www.nwpolytech.ca/about/administration/policies/index.html>.

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

**COURSE SCHEDULE/TENTATIVE TIMELINE:****Lecture:** Monday & Wednesday: 8:30-9:50am (J226 unless otherwise noted)**Lab:** Monday: 4:00-4:50pm (E306)

Date	Monday/Wednesday Lecture	Readings	Monday Lab
Sept 6	Course Introduction (Wed)	Course Outline Text Ch 1	
Sept 11/13	Event Conceptualization Event Logistics	Readings on myClass	Project Planning & Goals
<b>**Sept 14 – Add/Drop Deadline</b>			
Sept 18/20	Sponsorship	Reading on myClass	Sponsorship
Sept 25/27	Marketing	Text Ch 12	Marketing
Oct 2/4	Marketing, Sponsorship, & Logistics		Event Planning
Oct 9/11	Monday: No Classes (Thanksgiving) Legal Issues & Risk Management	Text Ch 6	No Classes (Thanksgiving)
Oct 16/18	Event Preparation		Event Preparation
<b>**Oct 20 or 21 – Event Day</b>			
Oct 23/25	Class off in lieu of event (Mon) Sport Policy (Wed)	Text Ch 2	Event Debrief
Oct 30/Nov 1	Nonprofit Sport Professional Sport	Text Ch 3 & 4	Budgeting
Nov 6/8	Review (Mon) & Midterm (Wed in E306)		Presentation Prep
Nov 13/15	No Classes: Fall Break		
Nov 20/22	Sport Governance Strategic Management	Text Ch 5 & 7	Presentations
Nov 27/29	Organizational Design Human Resource Management	Text Ch 8 & 9	Presentations
<b>**Nov 28 – Last Day to Withdraw</b>			
Dec 4/6	Leadership in Sport Sport Organizational Culture	Text Ch 10 & 11	Presentations
Dec 11	Sport Media & Digital Technology	Text Ch 13	Review
Dec 14-21	Final Exam (2 hour exam scheduled by Registrar's Office)		