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**TEXAS A&M UNIVERSITY – COMMERCE**  
**Department of Health & Human Performance**

**HHPS 400**  
**Sport and Recreation Organizational Management**

**Fall 2013    Online**

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**COURSE INFORMATION**

Instructor:     Scott Waltemyer, Ph.D.  
Office:           Field House 100  
Office Hours:   TR – 11-12pm, W – 9:30-11:30am, or By Appointment  
Office Phone:   903-886-5544  
Email:           [scott.waltemyer@tamuc.edu](mailto:scott.waltemyer@tamuc.edu)

**COURSE DESCRIPTION**

This course will examine the administration, management, operational techniques, and strategies for sport and recreation organizations. An examination of the planning, organizing, leading, and evaluating functions of management, as well as determination and implementation of organizational strategies that will enable the organization to be successful.

**COURSE MATERIALS**

Textbook (Required)

Chelladurai, P. (2009). *Managing organizations for sport and physical activity: A systems approach* (3<sup>rd</sup> ed.). Scottsdale, AZ: Holcomb Hathaway. ISBN: 978-1-890871-93-2

Management/Leadership Book (Required) – *For Book Review (Books will vary)*

**COURSE OBJECTIVES**

After completion of this course, the student should be able to:

1. Effectively define the field of sport management
2. Understand the functions of management and the roles of a manager
3. Describe the planning techniques a manager will use
4. Understand organizational structure and behavior
5. Understand different methods for workplace evaluation
6. Provide an overview of leadership in organizations

## COURSE POLICIES AND EXPECTATIONS

1. Attendance/participation is required. Since this is an online course, the majority of the work (class assignments and discussions) can be done at your own pace; however, this also means submitting assignments/discussion on time! There will be weekly due dates. You do not have to wait until the due date to submit assignments, **you may submit them at your own leisure ON OR BEFORE the due date**, as some students prefer to complete their tasks as soon as possible.  
*Be sure to read specific instructions beforehand (especially the major assignments).*
2. **NO late assignments/discussions will be accepted, unless there is a prior arrangement between the student and instructor.**
3. All assignments should look professional. Typed with your name!
4. All assignments should be submitted in the appropriate “Dropbox” and should be typed as a *Microsoft Word.doc* document. No assignments will be accepted via email unless specifically stated by the instructor.
5. Exams will consist of objective, as well as subjective, items. Students are expected to take each exam at the scheduled time. **NO make-up exams will be given unless there is a prior arrangement or because of an excused university absence WITH proper documentation.**
6. Students are expected to exhibit professionalism during all class meetings, class discussions, presentations, and activities. Critical thinking and debate are encouraged, but students should be respectful of their fellow classmates. All students enrolled at the university shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Student Handbook)
7. Students are expected to exhibit professionalism in all communication with the instructor, this includes in-person and email.
8. Students should adhere to the university policies regarding academic misconduct (i.e. plagiarism, cheating, and other dishonest representations of academic work). Students in violation of these policies will be subject to the university’s academic misconduct procedures.
9. Please do not hesitate to contact me if you have any questions or concerns. I am more than willing to provide any additional assistance if I can help. Remember, students earn grades; I do not give them.

## ADA STATEMENT

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. Students requesting accommodations for disabilities must contact the Director of Disability Resources and Services, Gee Library, Room 132, 903-886-5835.

## PLAGIARISM

As commonly defined, “plagiarism” consists of the passing off of one’s own, the ideas, words, writing, etc., which belong to another. In accordance with this definition, you are committing plagiarism if you copy the work of another person and turn it in as your own, even if you have the permission of that person. When using another person’s ideas, words, writing, etc., you should always cite that person, giving them credit for their work. If you have any questions regarding plagiarism, please consult the instructor or university handbook.

## GRADING SCALE

90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
0% - 59%	F

## EVALUATION

Module Discussions/Participation	60 pts.
Module Assignments	100 pts.
Sport Organization Report	60 pts.
Book Review Paper	80 pts.
Exam #1	100 pts.
Exam #2	100 pts.
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TOTAL	500 pts.

Students are responsible for obtaining all materials presented online and assigned readings. All assignments (discussion questions, class assignments/papers, exams) will be posted on eCollege. You are responsible for making sure that all weekly assignments/discussions are completed on time.

### MODULE DISCUSSIONS (2 per module, 15 pts. each)

Although this is an online course, students are still required to interact with each other and this will be accomplished through class discussions. Interpersonal communication serves an important educational purpose. Students will be responsible for participating in two “online discussions” per module. For each course “Discussion” there will be an open-ended question that I will post to the class. Each student is responsible for answering the question AND posting their own related question and comments to their classmates. For each discussion question topic, you will need to initially respond to my questions (at least one week before the due date/time) and then respond/post a reaction to at least two of your classmates. Remember, be professional and respectful, even if you disagree. Both your initial post (minimum 400 words) to the discussion question AND your ability to respond (minimum 100 words) to your classmates’ posts will be taken into account when graded. Your initial post (and further responses) should include both personal thoughts, as well as outside information and research to backup your answer/viewpoint. Make sure to cite (APA-style) your references! *You should post your initial response at least one week before the due date, so that your classmates have a chance to reply.*

### MODULE ASSIGNMENTS (2 per module, 25 pts. each)

Students will complete two assignments per module, posted under the section “Assignment” in each module. Most questions will come directly from the textbook. Students are to type (Word, 12-pt. font) their response and submit it through the appropriate “Dropbox” basket (tab at top of course webpage). Please ATTACH all assignments to your Dropbox submission in *Microsoft Word.doc* format. If you do

not have Word, please let me know. *Assignments will not be accepted through email.* There is no limit on your response, but you should answer the question completely and to the best of your ability.

*All class assignments and discussion topics will be posted within their specific module (left-hand column) on eCollege.*

### **SPORT ORGANIZATION REPORT**

Students will research a sport or recreation organization. You will choose a sport organization, research that organization, and write a report on that organization incorporating the different management concepts and theories from class. *Detailed instructions will be provided in class.*

### **BOOK REVIEW PAPER**

The purpose of this assignment is to acquaint students with popular press literature in the areas of leadership, administration, and management and how they can relate to management of sport organizations. Students should critically examine the material presented in the book, and will be asked to answer certain questions related to the book and its message. *Specific details about the books approved for the project, and instructions for the paper will be posted in eCollege.*

### **EXAMS**

Exams will be completed fully online, which means they will have a time limit. Questions will be based on any and all information and materials utilized in class lectures, class discussions, videos, and the textbook readings. They may include true/false, multiple choice, matching, short answer, and essay-style questions. *See specific details in eCollege.*

**This course will follow a Module Schedule. There will be two modules, which all assignments, discussions, and exams due by the module due date. Be sure to pay close attention to due dates!**

## **COURSE SCHEDULE & READINGS**

### **MODULE 1 (8/26 – 10/14) – Functions of Management (P.O.L.E.)**

#### Sport Management: Past, Present, Future (Intro)

- The Field of Sport Management (Chelladurai, Ch. 1)
- What is an “organization”? (Ch. 2-3)
  - Inputs-Throughputs-Outputs Model
- The Meaning of Management (Ch. 4)

#### Functions of Management (P.O.L.E.)

- Planning (Ch. 5)
- Organizing and Structure (Ch. 7-8)
- Leadership (Ch. 10-12)
- Evaluation and Effectiveness (Ch. 13-14)

*Module 1 Discussion Posts* – Due by Monday, October 14<sup>th</sup> at noon (12:00pm CST)

*Module 1 Assignments* – Due by Monday, October 14<sup>th</sup> at noon (12:00pm CST)

*Book Choice for Book Review Project* – Due by Monday, October 14<sup>th</sup> (email)

**Exam #1 – Due by Monday, October 21<sup>st</sup> at noon (12:00pm CST)**

### **MODULE 2 (10/21 – 12/2) – Organizational Behavior**

- Review Inputs-Throughputs-Outputs Model
- Managerial Decision Making (Ch. 6)
- Human Resource Management and Staffing (Ch. 9)
- Leadership: Communication and Motivation (Lecture Only, Review Ch. 10)
- Organizational Culture and Environment (Lecture Only, Review Ch. 12)
- Managing Diversity (Ch. 15)
- Managing Conflict and Change (Lecture Only)

*Module 2 Discussion Posts* – Due by Monday, December 2<sup>nd</sup> at noon (12:00pm CST)

*Module 2 Assignments* – Due by Monday, December 2<sup>nd</sup> at noon (12:00pm CST)

*Sport Organization Report* – Due by Monday, December 2<sup>nd</sup> at noon (12:00pm CST)

*Management/Leadership Book Review* – Due by Monday, December 9<sup>th</sup> at noon (12:00pm CST)

**Exam #2 – Due by Monday, December 9<sup>th</sup> at noon (12:00pm CST)**