HHPS 584.01W Administration in Sport and Recreation Programs (Online)

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Office Hours: By appointment.
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Class Meeting
Class Meeting: Online

Textbook


Any additional course materials will be made available through eCollege.

Course Description
This course is an overview of the nature and scope of the administrative issues in the sport industry and recreational agencies and will expand the students’ understanding of management theories and their application to sport and recreation administration.

Grading Policy

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>89.5 - 100</td>
<td>(Exceptional, Mastery)</td>
</tr>
<tr>
<td>B</td>
<td>79.5 - 89.4</td>
<td>(Above Average, Good Performance &amp; Learning)</td>
</tr>
<tr>
<td>C</td>
<td>69.5 - 79.4</td>
<td>(Average)</td>
</tr>
<tr>
<td>D</td>
<td>59.5 - 69.4</td>
<td>(Poor)</td>
</tr>
<tr>
<td>F</td>
<td>59.4 and below</td>
<td>(Failing)</td>
</tr>
</tbody>
</table>

25% Blog Post Assignments
15% Organizations & Management Paper
15% Strategic Management & Planning Paper
15% Performance Motivation & Managing Change Paper
30% e-Portfolio or Culminating Research Paper

Late assignments will receive a grade of zero "0".

Course Objectives
Upon completion of this course, the student should be able to:

- Be able to define organizations and management in sport and recreation environments.
- Have a basic understanding of strategic management planning, decision-making processes, continuous improvement theory, performance motivation, human resource management, and managing change in sport and recreation organizations.
- Be able to apply principles of organizational administration to their specific careers.
- Demonstrate competency in relating course topics to peer-reviewed, academic literature by generating a culminating research paper.
- Demonstrate the ability to write in accordance with the guidelines set forth by the American Psychological Association (6th ed.).
This course in an online course that will be 100% online and is located within eCollege. To log onto eCollege, visit the University's main website, then click on "My Leo." Log on using your CWID and your password. Then click on eCollege. Select this course from your list of My Courses and use the headings on the left to navigate.

The following support options are available 24 hours a day / 7 days a week:

- **Help:** Click on the 'Help' button on the toolbar for information regarding working with eCollege (i.e. How to submit to dropbox, How to post to discussions etc...)
- **Chat Support:** Click on 'Live Support' on the tool bar within your course to chat with an eCollege Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with eCollege Technical Support Representative.
- **Email:** helpdesk@online.tamuc.org to initiate a support request with eCollege Technical Support Representative.

**Contacting Your Instructor:** If you have questions pertaining to the content of this course (e.g., questions about an exam, course due dates, grades, etc.), please email me directly.

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**Statement of Student Behavior**

"All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment." (See Student's Guide Handbook, Policies and Procedures, Conduct). Inappropriate behavior will result in a warning followed by class dismissal and a student / teacher conference. Continued inappropriate behavior will result in permanent dismissal from the course.

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**ADA Statement**

Texas A&M University-Commerce is committed to providing access and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. Americans with Disabilities Act (ADA) accommodations will be made in accordance with the law. To request ADA accommodations, please communicate your needs (number) of days before the activity or program you plan to attend by contacting the Director of Disability Resources and Services, 903.886.5835.

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**Non-Discrimination**

A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

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**Course Policies and Procedures**

1. eCollege and myLeo email will be the primary methods of communication between you and me. Please refer to it regularly.

2. The due date listed for assignments are the LAST chance to submit them. Please turn in your work early. Late assignments will not be accepted and exams will not be allowed to be taken late. Any student missing an exam or assignment without prior arrangement will receive a score of zero.

3. If you have a question or concern, TALK to me. I am here to help. Email is the best option for communication; however, there are often times when a phone or Skype call is more conducive. In this case, please email me to set up a time to talk.

4. Academic honesty: At no time should you submit work in place of your own or utilize the words, thoughts, or phrases of other authors. You are required to abide by APA guidelines which state "researchers do not claim the words and ideas of another as their own; they give credit where credit is due (APA Ethics Code Standard 8.11, Plagiarism). Plagiarism, self-plagiarism, and academic cheating is a violation of the university's student code of conduct and will be reported the Dean of Students on all occasions. Please err of the side of caution and become very familiar with your APA Manual. Even when citing a source, you may not utilize other author's words unless their words are in direct quotations and the source is cited properly.
# Tentative Course Schedule

including page numbers. You also, may not utilize your previous works. If you wish to use the thoughts, ideas, concepts, or conclusions from your previous works, that is completely acceptable and encouraged. In doing so, you may not simply copy and paste your prior works and you must rephrase these concepts at all times. When reviewed, the authenticity of your work is checked first and will not be evaluated when issues with authenticity exist. When issues occur, students will receive an automatic zero in the course and will be reported to the Dean of Students. These actions are taken very seriously as it is the student's responsibility to become knowledge with the rules and procedures for plagiarism and authenticity, not the responsibility of the professor. Please see you APA Manual for further clarification.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Units</th>
<th>Unit Content</th>
<th>Topics</th>
<th>Assignments</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.20 – 2.13</td>
<td>Unit 1</td>
<td>Chapters: 1, 2, 3, &amp; 4</td>
<td>Organizations and management in sport</td>
<td>Introduction Discussion</td>
<td>Friday, January 23rd at 11:59pm</td>
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<tr>
<td></td>
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<td>Social responsibility and ethics</td>
<td>Blog Post I</td>
<td>Friday, February 6th at 11:59pm</td>
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<td></td>
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<td></td>
<td>Improved performance through information technology</td>
<td>Organizations &amp; Management Paper</td>
<td>Friday, February 13th 11:59pm</td>
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<td>Developing goals</td>
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<tr>
<td>2.13 – 3.6</td>
<td>Unit 2</td>
<td>Chapters: 5, 6, &amp; 7</td>
<td>The decision-making process</td>
<td>Blog Post II</td>
<td>Friday, February 27th at 11:59pm</td>
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<td>Strategic Management Approach to Planning</td>
<td>Strategic Management &amp; Planning Paper</td>
<td>Monday, March 6th at 11:59pm</td>
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<td>Teamwork</td>
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<tr>
<td>3.6 – 3.27</td>
<td>Unit 3</td>
<td>Chapters: 8, 9, &amp; 10</td>
<td>Performance motivation</td>
<td>Blog Post III</td>
<td>Friday, March 13th at 11:59pm</td>
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<td>Human resource management</td>
<td>Performance Motivation &amp; Managing Change Paper</td>
<td>Friday, March 27th 11:59pm</td>
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<td>Managing Change</td>
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<td>3.27 – 4.10</td>
<td>Unit 4</td>
<td></td>
<td></td>
<td>e-Portfolio or Culminating Research Paper</td>
<td>Friday, April 10th at 11:59pm</td>
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