

**School of Kinesiology
Faculty of Health Sciences
The University of Western Ontario**

KIN 2298 Introduction to Management in Kinesiology

Instructor: Dr. Laura Misener

Lectures:

Teaching Assistants:

Office: Rm 2360A - Somerville House

Office Hours:

Phone: 519-661-2111 ext 86000

Email: laura.misener@uwo.ca

Calendar Description:

This course provides an overview of sport and organizational management from a macro perspective. Within this general thrust, emphasis will be placed on the managerial components of decision-making and communicating, as well as various functions of management: planning, organizing, staffing, and evaluating.

My Course Description!

Question: Do you intend to work in a sport, physical activity, or health related organization?

If yes – then this course will be essential for you. Organizations are an important feature in all realms of society, and kinesiology is no different. You are likely here because you have an interest in sport/physical activity/health and therefore the functioning of the organizations that service these activities. This course is intended to provide you with an overview of organizational management from a macro-perspective as it applies to sport, physical activity, health and recreation related organizations. Given this approach, we will be focusing on the managerial components of decision making and communicating, as well as the various functions of management—planning, organizing, staffing, and evaluating. Throughout the course, you are expected to examine and analyze issues and theoretical perspectives, and apply this knowledge to the practice of management in sport, recreation, physical activity, and health settings.

NOTE – Please note that this course has an Experiential Learning (EL) Component where you will be partnered with a community sport, physical activity and/or health related organization to gain experience and insights from the field. This will be discussed extensively in the first week of class.

Anti-requisite(s)/Pre-requisite(s)/Co-requisite(s) if applicable: *

You are responsible for ensuring that you have successfully completed all course pre-requisites, and that you have not taken an anti-requisite course. Lack of a pre-requisite or the completion of an anti-requisite cannot be used as a basis for appeal. If you are found ineligible for a course, you may be removed from it at any time and you will receive no adjustment to your fees. This decision cannot be appealed.

Course Format:

Typically this includes three lecture hours per week - one hour on Tuesdays and two hours Thursdays. It is expected that you will contribute a maximum of 2 hours/week to the CEL component of the course. This additional time spent on the CEL component has been offset by a reduction in the readings, and a reduction in lecture contact hours throughout the course. This is a half (.5) course. Check the course website for course syllabus, announcements, emails, grades, assignments, etc.

Learning Outcomes:

Upon completion of this course students will be able to:

1. **Identify and delineate** theoretical terms, concepts, and philosophies related to sport, physical activity, and health sector management.
2. **Analyze and compare** the context of the kinesiology management with the related industries.
3. **Synthesize** management concepts and research through Experiential Learning.
4. **Develop** writing skills and project development related to management in kinesiology.
5. Begin to **develop** abilities to *critically reflect* upon own learning and relate to the topics discussed in class.

Course Readings:

A course textbook entitled *Managing Organizations for Sport and Physical Activity: A Systems Perspective* (4th edition) by Packianathan Chelladurai is available for purchase at the Campus Bookstore. (One copy is available on 2-hour reserve at Weldon Library.)

The assigned weekly readings are contained in this course outline (see “Weekly Schedule”). Additional reading material will be posted on the course website via OWL.

See <http://managingorganizations.hh-pub.com/index.php> for practice test questions. (See Web Links on course website).

Course Evaluation

Course Evaluation Summary:

| | |
|--|-----|
| Best-self Exercise | 5% |
| Mini Organizational Analysis | 10% |
| Group Experiential Learning/Project Interactive Presentation | 25% |
| Mid Term Examination | 25% |
| Final Exam | 35% |

Course Evaluation Details: (NOTE: All assignment details and rubrics will be posted on OWL)

1. Best-Self Exercise

This exercise, inspired by the University of Michigan Reflected Best-Self Exercise (*Roberts et al., 2005 "Composing best-self portrait..." Academy of Management Review, see OWL*) is designed to reveal your unique competencies and skills that you bring to your work and to others. You will seek input from other people who know you in order to more deeply understand your personal, interpersonal, and managerial strengths. You will then develop a one page double spaced 'Reflected Best-Self' paper. **Your paper is due at the beginning of class on DATE.** You must also organize the 5 responses received into a chart or word document and upload these to the OWL site under 'assignments' by the beginning of class on DATE. Please remove all identifying information of respondents (i.e. names and emails). If you fail to upload these to the website, you will automatically be deducted 2% from your paper mark.

2. Sport/PA/Recreation/Health Organizational Analysis

You will work in groups of 3-4 to provide an overview of your Experiential Learning Organization in the sport, recreation, physical activity, or health sector. You may choose your own groups from your experiential learning team by signing up on OWL under the Assignments folder. Guidelines and rubric for this assignment will be posted on OWL and further discussed in class. **Due date is DATE.**

3. Online Experiential Learning Discussion/Reflection (Twitter or OWL Discussion)

You will be asked to sign up for one Experiential Learning Group/Organisation as posted on OWL. Each of the organizations involved in this portion of the course will be discussed the first week of class. The purpose of this experiential component of the course is to you an opportunity to gain practical experience in sport/recreation/physical activity organizations, and to see the course concepts in practice. We will do our best to accommodate all of your requests/needs in working with these organisations. Once all students have signed up for their EL group and organisation, a meeting will be set up with the organisational supervisory to discuss your role and commitment to the organisation. Students are expected to commit no more than 2 hours per week to organisation. Course lectures and readings have been adjusted to account for the time that you will be spending working with these organisations. As part of the process, you will be 'Tweeting' about your experiences with the organisations and the connections to the course concepts. TA's will be closely monitoring these feeds and grading according your depth of insight rather than merely your volume. It is highly recommended that you create a different Twitter account if you are already a Twitter user. A full presentation about reflection and this process will be conducted in class on DATE.

4. Group Experiential Learning Interactive Presentation

Upon completion of your Experiential Learning placement, you will present on your experiences, learning, and evaluation of the outcomes. Groups will be determined based on the types of EL activities taking place in each organisation. Where possible, the Community Partners involved in the EL component will be invited to attend your presentation. It is expected that these presentations be creative and interactive to facilitate a collaborative learning opportunity for students and Community Partners. Extensive details, marking rubric, scoring and other details will be developed as a class and posted on OWL.

5. Mid Term Examination

The mid-term exam will be written during class time. The exam is comprehensive up to and including Organisational Systems. This exam will include short answer questions, and one case study long answer question.

6. Final Exam (Scheduled by Registrar)

The 2-hour final exam will be cumulative and will include multiple choice, short answer questions, and 2 case study long answer question.

Course Policies

“I like students to think about the class as a COMMUNITY. The class is a place to promote dialogue and mutual understanding in all aspects of the course. My goal is to continue to challenge students to think critically about the various social, cultural, historical, and managerial approaches to understanding sport, recreation, leisure, health, and physical activity. As such, my expectation is that students respect the community and all members of this community to promote a mutually beneficial learning environment.”

1. Lateness/Absences: Assignments are due at the beginning of class (8:30am) on the assigned due date and will not be accepted late, except under medical or other compassionate circumstances. Electronic submission of assignments will not be accepted (unless otherwise specified) under any circumstances. Submitting a late assignment without appropriate documentation will result in a zero (0) grade. Appropriate documentation for assignments worth less than 10% should be submitted to the instructor. A missed mid-term examination without appropriate documentation will result in a zero (0) grade. The course policy is not to allow make-ups for scheduled midterms, presentations or final exams, nor to assign a grade of Incomplete without acceptable and verifiable medical (or equivalent compassionate) reasons. Acceptable reasons might include hospital stays, serious illness, family emergencies (like serious accidents or illness, death) or similar circumstances. Written documentation stating specific reasons and dates is required. All such documentation is to be submitted by the student directly to the *Dean of the Faculty Health Sciences Office* and not to the instructor together with a request for relief specifying the nature of the accommodation being requested. These documents will be retained in the student’s file, and will be held in confidence in accordance with the University’s Official Student Record Information Privacy Policy. See <https://studentservices.uwo.ca/secure/index.cfm> for specific policy and forms relating to accommodation.
2. Where possible assignment objectives and rubrics will be posted on OWL. Should you have a concern regarding the grade you received for an assignment or feel that it is unfair in any way, you must wait 24 hours from the receipt of the assignment to approach the instructor or TA. In doing so, please make an appointment and prepare in writing, with evidence, why you feel your grade is inappropriate. Please be aware that in requesting a grade reassessment, your grade could go up/down/or stay the same. Note that calculations errors (which do occur!) should be brought to my attention immediately.
3. Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web

site: http://www.uwo.ca/univsec/handbook/appeals/scholastic_discipline_undergrad.pdf.

4. Students must write their essays and assignments in their own words. Whenever students take an idea, or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy in the Western Academic Calendar). All required papers might be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>)
5. Formatting: APA style is the approved style of writing for all assignments produced for this course. Please refer to the University of Western Ontario Library webpage for information on citation style and format or consult the APA publication manual: Publication manual of the American Psychological Association (6th ed.). (2009). Washington, DC: American Psychological Association.
6. According to the Examination Conflict policy, “A student who is scheduled to write more than two examinations in any 24-hour period may request alternative arrangements through the office of the Dean of their faculty.” **This policy does NOT apply to mid-term examinations.* There will be no make-up for the mid-term exam. Students who miss this exam with a valid reason will have the final re-weighted accordingly.
7. Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.
8. Classroom Behaviour: Class will begin promptly at the time specified at the top of page one of this syllabus. In the event that you must arrive late, please enter the classroom with a minimal disturbance to the class. I reserve the right to lock the classroom door and deny entrance if lateness becomes a common occurrence. Excessive talking during class time is disruptive, disrespectful, and will not be tolerated. Students engaging in such behaviour may be asked to leave the room. Cellular phones, pagers, and text-messaging devices are disruptive when they ring in class. If you must bring these with you, please place them on silent mode or turn them off during class. Failure to do so may result in your being asked to leave.
9. Laptops for the **purpose of typing lecture notes** are permitted in class, but please be respectful to your fellow students and turn the sound off. If I receive complaints from other students regarding noise or other disruptive behaviour (e.g., watching videos on YouTube, playing games), your classroom laptop privileges will be revoked.
10. Audio and/or videotaping of lectures is not permitted unless approval has been sought from the instructor in advance.

11. Attendance will not be taken in class with the exception of Guest Lectures. I believe that out of courtesy to our guests who take time out of busy schedules to be involved in the course that students should attend and be prepared to engage in discussion with guests.

Tentative Schedule (please check OWL frequently for updates)

| DATE | TOPIC | READINGS | NOTES |
|-------------|---|-----------------|--------------|
| | Introduction to Course, Syllabus Review | | |
| | Introduction to Experiential Learning | | |
| | INTRODUCTION Sport/Recreation/Health Services Management: Past, Present & Future | | |
| | Introduction to the Canadian Sport and Physical activity Industry | | |
| | Classical View of Organizations | | |
| | Understanding Organizations | | |
| | What is Management? | | |
| | Principles of Planning Event Planning | | |
| | Managerial Decision Making | | |
| | Decision Making Cont'd | | |
| | Organizational Systems | | |
| | Organizational Sport Systems – International Context | | |
| | Leadership | | |
| | Human Resource Management | | |
| | Organizational Effectiveness | | |
| | Program Evaluation | | |
| | Special Topics in Management | | |
| | Research in Management | | |