Instructor: Dr. Trey Cone
Telephone #: (405) 974-5237
Fax #: (405) 974-3805
E-mail: tcone@uco.edu
Office: Wantland Hall 10
Office Hours: M – 9-10, 2-3, W – 9-10, F – 9-11

CLASSROOM: HPE 012; CLASSROOM SCHEDULE: M, W, F 1:00 – 1:50

The College of Education and Professional Studies and the Department of Kinesiology and Health Studies are committed to helping students learn by providing a range of transformative learning experiences in discipline knowledge and in the five core areas: leadership; research, creative and scholarly activities; service learning and civic engagement; global and cultural competencies; and health and wellness.

PREQUISITES: KINS 2643 Introduction to Kinesiology


COURSE DESCRIPTION: This course is designed to introduce the process of designing and maintaining the facilities typically found in recreational environments. Emphasis will be placed upon actual facilities found in the area. Additional emphasis will be placed upon the maintenance requirements typically experienced in all recreation areas.

This course is approximately 2/3 web-based. You will be expected to keep up with weekly readings and assignments as posted. In order to successfully complete all readings and assignments you will be expected to log on via WebCT a minimum of twice per week checking for new assignments and postings.

Assignments will normally be posted by Wednesday of each week. Due dates will be included (in most cases you will be given through Sunday to complete each assignment). Page or line minimums will also be included with each assignment. If you do not meet the line minimum, you will not receive full credit for that assignment.

If at any time you need technical assistance contact the UCO Help Desk by calling 974-2255 or e-mailing support@ucok.edu.
METHODS OF INSTRUCTION:  Lecture, group discussion, reading outlines posted weekly, site visits, discussion responses or papers, site visits.

COURSE OBJECTIVES
1. To develop an understanding of the scope of services related to recreation and leisure facilities.
2. To gain an understanding of the importance of natural and physical recreation resources to facilitate participant involvement.
3. To gain an understanding of the facility demand evaluation process.
4. To develop an understanding of the facility planning, development, and operation process.
5. To develop an understanding of the needs assessment process as related to given facilities and areas.
6. To gain an understanding of operational maintenance plans for outdoor and indoor recreation areas.
7. To gain an understanding of basic techniques and principles related to the environment, design, and management of Parks and Recreation facilities.
8. To gain an understanding of various needs related to diverse recreation consumers and resulting interrelationship with the natural environment.
9. To learn basic principles related to resource stewardship.
10. To develop an understanding of the needs of special consumer groups and the application of those needs through legislation and architectural access.
11. To develop knowledge of the components of an equipment maintenance/repair program and how it may be used to evaluate the condition of exercise equipment to reduce the potential risk of injury. KSA 1.10.13
12. To develop the ability to identify the components that contribute to the maintenance of a safe environment including equipment operations and maintenance, proper sanitation, safety and maintenance of exercise areas and overall facility maintenance. KSA 1.10.17
13. To develop a basic understanding of selected legislation and legal procedures related to the design and operation of areas and facilities.
14. To understand basic legal concepts and processes related to the design, maintenance and operation of recreation areas and facilities.
15. To gain experience in design and maintenance of recreation areas through actual site visitation.

TENTATIVE SCHEDULE:  (Outlines will be posted weekly on Web-CT)

Week 1:  Planning Facilities: Master Plan, Site Selection and Development Process
Week 2:  Financial Management Process / Understanding Revenue Streams
Week 3:  Planning Facilities for Safety and Risk Management
Week 4:  Universal and Accessible Design
Week 5:  Indoor Surfaces
Week 6: Project discussion and assignment

Mid-term

Week 8: Strength and Cardiovascular Training Facilities
Week 9: Campus Recreational Sport Centers
Week 10: Maintenance areas
Week 11: Field Spaces
Week 12: Playgrounds
Week 13: Aquatic Facilities
Week 14: Trends in Equipment and Supplies
Week 15: Field Spaces
Week 16: Presentations and final review

Final

GRADING AND ATTENDANCE:
Your grade in this course will be based on satisfactory completion of assignments, scores on tests, and active participation in class and on-line.

RELATIVE VALUE OF EVALUATION
1. Exams 2 @ 100 points each = 200 pts.
2. Papers/Assignments 7 @ 15 points each = 110 pts.
3. Quizzes 5 @ 10 points each = 50 pts.
4. Presentation = 50 pts
Total = 410 pts.

* The instructor reserves the right to slightly alter the number of papers and quizzes. The result could slightly increase or decrease the number of total points possible.

GRADING SCALE:
The following scale will be used for grading:

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

MAKE-UP TESTS: Missed exams earn a “0”. Prior approval from the instructor must be obtained in order to make up the exam. If approval is obtained, a period of one week from the scheduled exam time will be allowed for a make-up. All make-up exams will receive a 10% deduction.

Some group and individual assignments will be completed during class. These assignments may not be made up. Such assignments may include quizzes, written responses to videos, written responses to class discussions, and formative assessments of learning.

LATE ASSIGNMENTS: Assignments are expected to be turned in electronically via Web CT. Late assignments will not be accepted.
DO NOT BE LATE TO CLASS!! Attendance will be taken at the beginning of each class period. If you are late you will be counted absent. Students who are late are expected to come in quietly, take a seat near the back door and avoid disrupting others. Lecture material or assignment instructions will not be repeated for the benefit of students who arrive late. Students are responsible for obtaining, after class and from other classmates, any information disseminated before their late arrival.

No talking on, touching, texting, or looking at cell phones during class. Participating in any of these activities will result in a 10 point deduction from your next exam. Keep cell phones out of sight during class.

All e-mail correspondence should be written at a college level. Professor will not respond to e-mails that are not properly written (i.e. all lower case letters, no punctuation, greeting not included, etc.). When e-mailing a professor, keep in mind that you are not e-mailing or text messaging your best friend. Practice professionalism!

Fatal Error Policy
All written assignments must meet minimal presentation standards to be acceptable. These standards address spelling, punctuation, format and basic grammar. The term Fatal Errors refers to technical American English errors of form. Specifically, they include the following:

a) each different word misspelled;
b) each sentence fragment;
c) each run-on sentence or comma splice;
d) each mistake in capitalization;
e) each serious error in punctuation that obscures meaning;
f) each error in verb tense or subject/verb agreement;
g) lack of conformity with assignment format; and,
h) each improper citation, or lack of citation, where one is needed.

Papers with more than three (3) fatal errors marked by an instructor on any one page, or more than 12 non-repeated errors for the entire document will be returned to the student and subject to 20% off the grade immediately and may be subject to 10% off for each day until the paper is returned corrected.

Instructors will determine the number of resubmissions allowed for each assignment. Final course papers (where there is no time for a resubmission) will be docked one percent of the grade for each error including one percent off for each repeated error.

*NOTE: UCO subscribes to the Turnitin.com plagiarism prevention service. Students agree that by taking this course, all required assignments may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted assignments will be included as source documents in the Turnitin.com restricted access reference database for the purpose of detecting plagiarism of such assignments. Use of the
Turnitin.com service is subject to the Terms and Conditions of Use posted on the Turnitin.com website. Turnitin.com is just one of various plagiarism prevention tools and methods which may be utilized by your faculty instructor during the term of the semester. In the UCO Student Handbook, there is a process for contesting any plagiarism allegations against you.

SPECIAL ACCOMMODATIONS: The University of Central Oklahoma complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Students with disabilities who need special accommodations must make their requests by contacting Disability Support Services at (405) 974-2516. The DSS Office is located in the Nigh University Center, Room 309. Students should also notify the instructor of special accommodation needs by the end of the first week of class.

EMERGENCIES DURING FINALS: If an emergency occurs that prevents the administration of a final examination, the student’s final course grade will be calculated based on the work in the course completed up to that point and the faculty member’s judgment. Final exams will not be rescheduled, and a grade of “I” will not be given as a result of the missed exam.

UCO Weather Line: 974-2002 or access weather related closing info at www.uco.edu

Ethical conduct is expected in this course: academic dishonesty will not be tolerated. Academic dishonesty includes, but is not limited to: plagiarizing; cheating on exams or in the preparation of academic work; copying from tests, reports, etc.; collaborating with others without prior authorization; reuse of work in more than one class without informing the instructor; possessing contents of an un-administered examination; and using materials during a test not authorized by the instructor. While collaboration with cohorts in study groups is encouraged, each student is responsible for his or her own work. Students may not, under any circumstances, turn in work that has been prepared by someone else.

Disciplinary action (as outlined by the Code of Student Conduct) will result in one of the following at the instructor’s discretion:

- A substitute assignment or examination
- A reduced grade for the assignment, examination, or course
- A grade of zero of F for the assignment, examination, or course
- A grade of F for the course

UCO Student Information Sheet and Syllabus Attachment:
http://www.uco.edu/academic-affairs/files/aa-forms/faculty/StudentInfoSheet.pdf