

Application for a New Course v9

Course ID <i>Subject and Number</i>	KINE 301
Date APPROVED	
Date DENIED	

I. Systems and Catalog Information Complete each item.

1	Course Developer	Odies L. Wright Jr.
2	Course Teacher	Odies L. Wright Jr.
3	Course Title	Risk Management
4	Course Abbreviation (if title is over 30 characters)	
5	College	Education and Human Services
6	Department	Kinesiology and Nutrition
7	Number of Credit Hours	3
8	Is the course Fixed Credit or Variable Credit?	Fixed Credit
9	Is the course repeatable?	Yes
10	Maximum number of times course may be repeated	3
11	Maximum number of hours credit	3
12	Explanation for variable credit	N/A
13a	Course contact hours - LEC	3
13b	Course contact hours - Lab	0
13c	Course contact hours - Practicum	0
13d	Course contact hours - Seminar	0
13e	Course contact hours - Studio	0
13f	Course contact hours - Online	0
13g	Course contact hours - Colloquium	0
13h	Course contact hours – Field Experience	0
13j	Course contact hours - Internship	0
13k	Course contact hours - Research	0
13m	Course contact hours - Workshop	0
13n	Course contact hours – Other (specify)	N/A
14	Instructor Workload	
15	Grade Mode (check all appropriate):	☒ Standard ☐ Credit/No Credit (undergrad only)
16	Maximum Enrollment	30
17	Catalog Description (50 words or less)	The purpose of this course is to provide students with an introduction to the study the management of risk in a sport and recreation setting.
18	List any prerequisites (course/s, test	None

	scores, class standing, major, etc.)	
19	List any co-requisites	N/A
20	If the course is cross listed, specify the Course ID(s) MUST have signature in Section V off all Department Chairs	No
21	Does this course have any special student costs? Yes/No <i>Attach a <u>completed</u> "Request to Add or Change Course Fees" form. Describe in section IV-F.</i>	No
22	How often will it be offered? Fall	Yes
23a	How often will it be offered? Spring	No
23b	How often will it be offered? Summer	No
23c	How often will it be offered? Fall	Each fall
24	Frequency?	Annually
25	First semester this course will be offered <i>New courses may not be taught under their approved course ID until they appear in the catalog, therefore, no earlier than the coming fall.</i>	Fall 2013
26	List course/s that should be deleted, include the last semester for course/s being deleted <i>A course cannot be deleted when it is a requirement in a degree plan in any department.</i>	N/A
27	Is this course required for a degree/s? Yes/No <i>If "Yes," attach a revised degree plan(s) reflecting the placement of the new course.</i>	Yes
28	Has this course been offered as a Special Topics course? Yes/No <i>If "Yes," specify the Course ID and enrollment for each term it was taught.</i>	No
29	List any courses in which content overlaps the proposed course. (Course ID and Name) <i>Attach statement from instructor/dept chair of existing course justifying the new offering in Section IV-D.</i>	N/A

II. Curriculum

1	Degree Plan Explanation of how this course affects degree requirements.	This course is part of the degree requirements.
2	Justification State the justification for adding this course to the current curriculum. Represent the need	This course introduces students to Risk management in Sport and Recreation by examining its importance from the standpoint of safety and risk.

III. Course Design

1. Audience and Course Goal

1	Describe the intended audience, including prerequisite skills.	The course is intended for students interested in exploring Facility and Risk Management
2	State the overarching course goal(s) in performance terms.	Students should leave the course with a solid grasp of the fundamentals of Facility and Risk Management

2. Competencies and Measurements

	Competency	Measurement
1	Explain why a good facility and risk management program is an essential part of the sport and recreation administrators' job	Identify the basic elements of liability and how they relate to facility and risk management
2	Discuss the basic concepts of Tort Law, focusing primarily on issues of negligence and intentional torts.	Identify the steps necessary for students to protect themselves and their organization from claims of negligence
3	Discuss the definitions and application of risk management in sport and recreation settings.	Identify definitions such as: contracts, statutes, torts, criminal and civil law, heat index, etc.
4	Explain how to develop a risk management plan in Sport and Recreation	a. Outline liability issues b. Legal mandates c. Self evaluation d. Risk evaluation e. Management issues f. Review, explore, and discuss the steps necessary for developing a plan
5	Explain duty and care	a. Identify the legal duty and expected professional standards of conduct within the areas of sport & recreation
6	Describe how to solve potential risk in sport and recreation	a. Identify and treat potential risks in sport and recreation operations
7	Create a Risk Management Plan	a. Identify an organization and, in conjunction with a manager for that organization, develop a Risk Management Plan

3. Text and Resources

1. Give the full publication information of the textbook/s and other required resources and outside readings.

Text: *Law for Recreation and Sport Managers. Cotton, D., Wolohan, J. (2013). 5th Ed. Kendall Hunt Publishing. Dubuque, IA.*

2. For **combined undergraduate/graduate** courses, make two lists:
 - a. full publication information; label **Undergraduate**.
 - b. full publication information; label **Graduate**. Indicate number of pages required.

IV. Supporting Documentation

Supporting documents must accompany proposal prior to preliminary approval by chair and dean.

1	Library — Submit new course application and syllabus to the Director of the Library. Consult with the director and establish a deadline for completion of the library report. Attach the signed copy of the library director's report.
2	Instructional Design — The application and syllabus must be reviewed by the Adams Center. Attach a copy of the Adams Center Review Letter.
3	Degree Plan — The impact of the course must be reviewed by the Director of Curriculum. Attach degree plan signed by the Director of Curriculum.
4	Content Overlap — Include one document for each course you listed in Section I-I. Attach statement from instructor/dept chair of existing course justifying the new offering.
5	Departmental Resources — List the resources that support the course and are available only through the department, if applicable. Attach the list of the holdings and the location/s.
6	Resources — List resources (other than library or departmental resources) that are needed to support this course (computers, lab equipment, other technology, etc.). Attach a complete list of all items and indicate possible sources or estimated cost of each. List the sources of any needed funds.
7	Expenses — List additional expenses needed to implement this course (full-time or part-time faculty, graduate or lab assistants, student employees, travel, special student costs, room renovation, storage facility, etc.). Attach a complete list of all items, the estimated cost of each and the source of the funds.
8	Justification — Attach all documents referred to in Section II-2
9	Syllabus — Attach the syllabus for the course based upon the anticipated first-semester offering.
10	Provide documentation for all additional attachments here

V. Preliminary Approvals

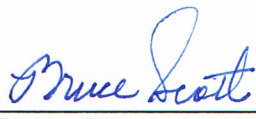
All supporting documentation has been assembled and attached to this application. I believe this course is ready to be presented to appropriate councils. We have a plan to fund this new course.

Primary Department



Department Chair
8-15-13

Date



Dean of the College
9-11-13

Date

Cross-listing Department *Add more lines if multiple departments are cross-listing*

Department Chair

Date

Dean of the College

Date

Cross-listing Department *Add more lines if multiple departments are cross-listing*

Department Chair

Date

Dean of the College

Date

VI. Approvals *Place all approvals on one page.*

A. Course ID: KINE 301

Course Title: Risk Management

1. College Academic Council Action: (for all courses)

Note: Insert additional lines for College Academic Council action for each college involved in cross-listed courses.

Approved ☒ Denied ☐ Bruce Scott 9.10.13
College Dean or Director Date

Approved ☐ Denied ☐ _____
College Dean or Director Date

2. Graduate Council Action: (for graduate level courses)

Approved ☐ Denied ☐ _____
Dean of Graduate School Date

3. University Undergraduate Academic Council Action:

For undergraduate level courses only

Approved ☐ Denied ☐ _____
Associate Provost Date

4. University General Education Council Action: (when applicable)

Approved ☐ Denied ☐ _____
Provost or designee Date

5. University Budget Committee Action: (when applicable)

When applicable – see New Course Application Instructions

Approved ☐ Denied ☐ _____
Chair, University Budget Committee Date

6. Academic Provost Action: (for all courses)

Approved ☐ Denied ☐ _____
Provost Date

7. President of the University Action: (for all courses)

Approved ☐ Denied ☐ _____
President Date

Attach notes, comments, or conditions from appropriate councils:

ABILENE CHRISTIAN UNIVERSITY
Syllabus Fall, 2013

ACU Mission

The mission of Abilene Christian University is to educate students for Christian service and leadership throughout the world.

INSTRUCTOR	DEPARTMENT/COURSE NUMBER	COURSE TITLE
Odies L. Wright, Ph.D. Associate Professor Office: Gibson 138C, Ext. 2724 Home: 665-2550	EXSC 301.01(3 Hour) TTh 1:30-2:50 p.m. E-mail: wrighto@acu.edu Office Hours: MW 9:00-10:00 p.m.; TTh 7:00-8:00 a.m., 1:30-3:00 (app't only)	Risk Management in Sport and Recreation Place: Gibson 135

College of Education and Human Services Mission

The mission of the College of Education and Human Services is to equip leaders for global ministry through exemplary practice and service in education and human services.

Department of Exercise Science and Health Mission

The mission of this department is to prepare students to serve and lead through the development of healthful lifestyles.

Students

The purpose of this course is to provide students with an introduction to the management of risk in a sport and recreation setting.

Course Content

This course examines risk management through the key concepts of risk control, risk financing, and the significance of legal issues in this area.

Synopsis: Students should leave the course with a better understanding of the framework that Facility and Risk Management fall within Sport and Recreation Management.

Course Outline: The purpose of the class is to assist students in the following:

1. Develop an awareness and understanding of the scope and significance Risk Management.
2. Develop awareness and understanding of the roles of the facility manager
3. Recognize and relate how to analyze risk and make decisions to prevent and/or solve problems.
4. Assess personal career paths in relationship to the risk management profession.

Teaching and Learning Methods and Format of Class Sessions

The teaching methodologies will include students collaborating to resolve problems posed during simulations and activities. Students will use class discussions, lectures, and research to complete individual projects. In addition, the course will facilitate students' thinking critically, speaking publicly, and articulating their positions in writing.

Text

Law for Recreation and Sport Managers (6th ed). Cotton, D., Wolohan, J. (2013), Kendal Hall.

Christian Perspective

"Do you not know that your body is a temple of the Holy Spirit, who is in you, whom you have received from God? You are not your own, you were bought with a price. Therefore honor God with your body." (1Cor. 6:10-20)

Faith and Learning: The book, *My Utmost for His Highest* will be used to consistently remind students that believing Jesus, and not just my beliefs about Jesus, is basic to choosing what is consistently good for the soul, mind, and body.

Evaluation Methods:

Students will be evaluated by tests, written papers, class participation/presentations, and projects

Competencies

	Competency	Measurement Instrument	Measurement Standard
1	Explain why a good risk management program is an essential part of the sport and recreation administrators' job.	Test	a. explain risk in relation to facility management b. list ways risk can be measured and transferred c. explain why individuals and corporations care about risk
2	Discuss the basic concepts of Tort Law, focusing primarily on issues of negligence and intentional torts.	Test Project	a. identify the steps necessary for students to protect themselves and their organization from claims of negligence
3	Explain the risk management process that can be applied to a variety of risk	Test Project	a. identify hazard categories b. identify program area hazards c. identify methods to evaluate hazards
4	Explain how to develop a risk management plan in Sport and Recreation.	Test Project	a. outline liability issues b. know the legal mandates c. explain how to do a self evaluation d. show how to do risk evaluation e. what are some management issues f. review, explore, and discuss the steps necessary for developing a plan
5	Explain duty and care	Test	a. identify the legal duty and expected professional standards of conduct within the areas of sport and recreation
6	Describe how to solve potential risk In sport and recreation	Test	a. identify and treat potential risks in sport and recreation operations
7	Create a risk management plan	Project	a. identify an organization and, in conjunction a manager for that organization, develop a risk management plan

Course Goal

Students will be able to explain the theories of risk management and provide an overview of how develop a risk management plan

Evaluation Methods:

Students will be evaluated by tests, written papers, class participation, and projects.

Grading:

The semester grade will be based on:

150 points	Quizzes and Class Assignments
150 points	Case Reviews
100 points	Waiver Assignment
100 points	Mid-Term Exam
250 points	Risk Management Project
100 points	Accountability/Participation
150 points	Final Exam

Course Policies

Attendance:

Two absences are allowed. Each unexcused absence after the two that are allowed, will result in a 6 point deduction from the student's accountability grade. Each absence after 7 (which includes the two allowed absences), will result in a 15 point deduction from the student's accountability/participation grade, regardless of the absences being excused or unexcused.

Participation:

Students are expected to participate in activities of the class, which include, but not limited to:

Active Learning activities

Debates

Case Studies presentations

Discussions

Failure to participate will reduce your Accountability/Participation Grade by 15 points or more (Teacher discretion) for each event. Students who refuse to participate will be asked to leave the class.

Late Work:

Late research papers/projects, regardless of the reason, will not be accepted. All make-up tests, if allowed, will be available for one week after the absence. If you miss the make-up, you will receive a grade of zero. Make-up tests will be allowed if the student has a **documented excused absence**. Generally, students will not be allowed to take more than one (1) make-up test and must take the make-up test during the assigned time line.

Academic Integrity:

ACU expects its students to practice absolute academic integrity. Plagiarism, cheating and other forms of academic dishonesty are not acceptable at ACU. Students should consult the university's Academic Integrity Policy (located in the Student Guide) for a fuller description of the expectations of students and procedures for dealing with violations of the policy.

Apparel: Dress for class in modest clothing. You will be asked to change if the professor deems it inappropriate. 6 points will be deducted from the accountability/participation portion of your grade if apparel is inappropriate or if you fail to change.

Special Needs (ADA) Abilene Christian University is dedicated to removing barriers and opening access for students with disabilities in compliance with ADA and Section 504 of the Rehabilitation Act. The Alpha Scholars Program facilitates disability accommodations in cooperation with instructors. In order to receive accommodations, you must be registered with Alpha Scholars Program, and you must complete a specific request for each class in which you need accommodations. If you have a documented disability and wish to discuss academic accommodations, please call our office directly at (325) 674-2667.

TENTATIVE COURSE SCHEDULE

DATE			TOPIC	READINGS/ASSIGNMENT DUE
Part 1 – Risk Management in Sport and Recreation				
T	August	27	Introduction to class and Risk Management; expectations for semester; how you are evaluated	Chapters 1.10, 1.20 – 1,2
R		29	Discussion of chapters 1.10, 1-20 – 1,2	Chapters 1.10, 1.20 – 3,4
T	September	3	Look at more issues around Chapters 1.10,1.20-3, 4	Chapters 2.11, 2.12 - 5
R		5	Define terms; Chapters 2.11, 2.12 - 5	Chapters 2.11, 2.12 – 6, 8
T		10	Chapters 2.11, 2.12 – 6, 8	Chapters 2.21, 2.22 – 9
R		12	Chapters 2.21, 2.22 - 9	Due: Agency Description Chapters 2.21, 2.22 - 10
T		17	Chapters 2.21, 2.22 - 10	Chapters 2.23, 2.24 - 11
R		19	Chapters 2.23, 2.24 - 11	Due: Wavier Assignment Chapter 2.23, 2.24 - 12
T		24	Chapter 2.23, 2.24 -12	Chapter 2.31 -13
R	October	26	Chapter 2.31 – 13	Chapter 2.32 - 14
T		1	Chapter 2.32 – 14	Due: Job Descriptions Chapters 2.33, 2.34 – 16, 17
R		3	Chapters 2.33, 2.34 – 16-17	Chapter 2.33, 2.34 – 18
T		8	Chapter 2.33, 2.34 – 18	Review Chapter 2.35 – 19, 20
R		10	Chapter 2.35 -19, 20	Due: Participant Forms Chapter 2.36 - 20
Part II – Effects of Crimes on Recreation and Sport Programs				
T		15	Mid-Term Exam Chapters 3.11, (pgs. 250-253) – 21, 22	Chapter 3.22 – 23
R		17	Chapter 3.22 – 23	Due: Emergency Action Plans Chapter 3.22 - 24
T		22	Chapter 3.22 – 24	Chapter 4.11, 4.21 – 25, 26
Part III – Risk Management Applications				
R		24	Chapter 4.11, 4.21 – 25, 25	Chapter 4.22 – 27
T		29	Chapter 4.22 – 27	Chapter 4.22 – 28
R	November	31	Chapter 4.22 – 28	Due: Instruction and Superv. Chapter 4.23 – 29
T		5	Chapter 4.23 – 29	Chapter 4.24 – 30
R		7	Chapter 4.24 – 30	Due: Facility Risk Review Chapter 4.24 – 31
T		12	Chapter 4.24 – 31	Chapter 4.25 – 35
R		14	Chapter 4.25 – 35	Chapter 4.26 – 36
T		19	Chapter 4.26 – 36	Risk Management Manual
R		21	Risk Management Manual Assembly	Risk Management
T		26	Risk Management Manual Assembly	Thanksgiving Break
R		28	Thanksgiving	Risk Management Manual
T		3	Manual Discussion and Make-ups	Summary Review
R	December	5	Class Review Game	
R		12	Final Exam	1:00 – 2:45 p.m.



Odies Wright, Jr.
Department of Kinesiology and Nutrition
Gibson Health & Physical Education Center, Room 138C
ACU Box 28084
Abilene, TX 79699-8084

RE: KINE new course applications
KINE301 Risk Management
KINE303 Ethics in Sport and Recreation Management
KINE401 Legal Aspects of Sport and Recreation

Odies – thank you for sending new course applications and syllabi for the three KINE courses mentioned above to the Adams Center as part of the new course application process. The Instructional Design team has reviewed each item and provided feedback in Google documents that have been shared with you. They are now ready to continue the approval process through councils.

The Instructional Design Team stands ready to assist you as you prepare to teach these courses in the future. Don't hesitate to let us know how we can help.

Blessings,

Melinda (Mindi) Thompson
Director of Instructional Design
Adams Center for Teaching and Learning
Abilene Christian University

ABILENE CHRISTIAN UNIVERSITY

LIBRARY

M E M O R A N D U M

DATE: August 15, 2013
TO: Dr. Odies Wright
FROM: Mark McCallon, Associate Dean for Library Services
RE: New Course Proposal – KINE 301– Risk Management

The library has examined the application and should be able to support the proposed course, dependent on current resources available in the library on the topics presented in the course. Please work with Gary Oliver (oliverg@acu.edu) , library liaison to the Department of Kinesiology and Nutrition, regarding resources available in print and electronic format to support the proposed course.

Thank you for letting us review the syllabus and course application. Please let us know if there are resources that the library will need to obtain to support the course in the future.