

Abilene Approval Chart for Curriculum Changes

A = Approve I = Information Item R = Respond In Writing

Course Number: KINE 406 Degree Plan(s): Sport & Recreation Management in B.S. in Kinesiology

KINE 406 Facility and Event Management is being proposed as a new course.

	Campus-Level Academic Review¹	A	I	R	E	N	O
	Change to a Course Include signatures from all chairs/program directors for cross-listed courses. ¹						
1.	Title (description unchanged)	A	A	A	I	I	I
2.	Description (not affecting content)	A	A	A	I	I	I
3.	Course term(s)	A	I	A	I	I	I
4.	Content (change of course outcomes)	A	A	A	I	I	A
5.	Number of credit hours	A	A	A	A	A	A
6.	Course number within the hundred	A	A	I	I	I	I
7.	Course number beyond the hundred	A	A	A	A	A	A
8.	Prerequisites	A	A	A	I	I	I
9.	Course restriction (e.g., majors only, junior standing)	A	A	A	A	A	A
10.	Level change (U to G or G to U)	A	A	A	A	A	A
11.	Cross list course	A	A	A	A	A	A
12.	Department of record	A	A	A	A	A	A
13.	Open or close a course	A	A	A	A	A	A
	Change to a Degree Plan						
14.	Educational Program — Revise	A	A	A	A	A	A
15.	Educational Program — Adopt/revise admission requirements	A	A	A	A	A	A
16.	GPA — Revise program-required GPA	A	A	A	A	A	A
17.	Minor — Revise	A	A	A	A	A	A

		1	2	3	4	5	6	7	8	9
	Full Review									
	Change to Catalog Information (for Campus)									
18.	General requirements for Bachelor's and Associate Degrees	-	-	-	-	A	A	A	A	I
19.	Policies governing academic probation and suspension	-	-	-	-	A	A	A	A	I
20.	Requirements for graduating with honors	-	-	-	-	A	A	A	A	I
	Change to a Degree Plan									
21.	Educational Program — Add or Discontinue ^{2 3}	A	A	A	A	A	A	A	A	I
22.	Educational Program — Discontinue (Provost-proposed)	R	-	R	A	A	A	A	A	I
23.	Minor — Add or Discontinue	A	A	A	A	A	A	-	A	I
24.	Minor — Discontinue (Provost-proposed)	R	-	R	A	A	A	-	A	I
25.	Degree — Add or Discontinue	A	A	A	A	A	A	A	A	I
26.	Degree — Discontinue (Provost-proposed)	R	-	R	A	A	A	A	A	I

	Change to General Education Requirements for Undergraduates (System)	1	2	3	4	5	6	7	8	9
27.	Change course outcomes of an included course	A	A	A	A	A	A	-	A	I
28.	Add or drop a required course from the General Education Requirements	A	-	A	-	A	A	A	A	I
29.	Add or drop a course from a menu within the General Education Requirements	A	-	A	-	A	A	-	A	I
30.	Comprehensive revision of General Education Requirements	-	-	-	-	A	A	A	A	I

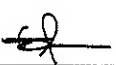
Notes

² Any change to a cross-listed course requires the signature of both department chairs or program directors overseeing the course to ensure that the courses stay in sync. This includes courses taught at other campuses (e.g. BIBL 101 and BIBO 101).

³ For undergraduate majors, a minimum of 30 hours is required. These programs must have a minimum of 6 elective hours, unless the requirements of external accrediting bodies make it impossible. Master's programs must include a minimum of 30 hours, and doctoral programs must include a minimum of 30 hours beyond the master's.

⁴ When a department/school or dean proposes closing a program, approval routing follows the typical process beginning with the department/school. An administrative proposal by the provost or senior vice president for academic affairs would follow the "provost-proposed" routing on the chart.

Updated 8/1/2023

Department/School(s)	
 Melissa Long (Jan 11, 2026 08:43:23 CST)	01/11/2026
Chair Signature	Date
Chair/Program Director Signature	Date
College Academic Council(s)	
	02/09/2026
Chair Signature	Date
Chair Signature	Date
Dean(s)	
	02/10/2026
Signature	Date
Signature	Date
Teacher Education Council	
Signature	Date
Campus Academic Council: Abilene Undergraduate or Abilene Graduate	
Signature	Date
Provost	

Provost

Signature

Date

University General Education Council

Signature

Date

University Faculty

Abilene Faculty Senate Chair signature

Date

Dallas Faculty Council Chair signature

Date

Senior Vice President for Academic Affairs

Signature

Date

President

Signature

Date

Abilene New Course Application

You may delete the preceding instructional pages before submitting application.

Course ID (<i>Subject Code and Number</i>)	KINE 406
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1. Systems and Catalog Information Complete each item.

A	Course Developer	ODIES WRIGHT
B	Course Instructor	ODIES WRIGHT
C	Course Title	Facility and Event Management
D	Course Abbreviation for Banner if title is more than 30 characters	
E	College	CHBS - Health and Behavioral Sciences ▾
F	Department or School	KINU - Kinesiology & Nutrition ▾
G	Number of Credit Hours	3 ▾
G1	Number of Lecture Contact Hours	3 ▾
G2	Number of Lab Contact Hours	0 ▾
H	Is the course for a fixed or variable number of credit hours?	Fixed ▾ If variable, explain rationale:
I	Is the course repeatable for additional credit?	No ▾
J	Maximum total number of credit hours a student can earn for this course	3
K	Course Schedule Type	Lecture (LEC) ▾ See Schedule Type definitions in the Reference section.
L	Number of Faculty Workload Hours	3 ▾
M	Grading Mode	Standard ▾
N	Maximum Enrollment	24

O	Catalog Description (50 words or less)	Designed to examine all aspects of the management of sport facilities and events, including development, planning, staffing, operations, and evaluation.
P	List any prerequisites (course/s, test scores, class standing, major, etc.)	KINE 201 Introduction to Sport and Recreation Management
Q	List any corequisites (these <i>must</i> be taken at the same time; note that a single requirement cannot be both a prerequisite <i>and</i> a corequisite)	N/A
R	If the course is cross-listed, specify the subject code and course number of the other course	N/A
S	Does this course require any additional student course fees?	No - If yes, attach a completed course fee form (see form "Request to Add or Change Course Fees").
T1	Will the course be offered in fall terms?	Yes, every year -
T2	Will the course be offered in spring terms?	No -
T3	Will the course be offered in summer terms?	No -
U	First semester this course will be offered under new Course ID. <i>May not be earlier than the coming fall semester.</i>	Fall 2026
V	Is this course required for a program(s)?	Yes - If yes, submit a separate completed curriculum proposal to change the program(s).
W	Should the addition of this course be retroactively applied to the degree plan it supports? <i>This is rare, and rationale should explain compelling extenuating circumstances.</i>	No - If yes, provide rationale:

X	Has this course been offered as a Special Topics course? <i>New courses are not required to be taught as Special Topics courses prior to approval.</i>	No - If yes, provide course ID, term, and enrollment:
Y	List any courses in which the content overlaps the proposed course. (Course ID and Name). <i>Attach a statement from the instructor/dept chair of the existing course justifying the new offering.</i>	KINE 201 Introduction to Sport and Recreation Management (The textbook that is used in the introductory course covers topics that students will encounter as they go through the Sport and Recreation Management curriculum. There is one chapter that gives an overview of Facility and Event Management)

2. Curriculum

- A. Explain any effects of this course on any degree plans. If the addition of the course alters program requirements, submit a separate [Approval Chart for Curriculum Change](#) to update the program.
- B. Justify the addition of this course to the current curriculum, explaining the gap it meets. Adding Sport Facility and Event Management will address industry needs and offer our majors expanded career opportunities. Facility Management and Event Managers/Planning are growing fields with a projection of adding over 30,000 and over 15,000 per year, respectively through 2034 (U.S. Bureau of Labor Statistics).

3. Course Design

- A. Audience and Course Goal
 1. Describe the intended audience, including prerequisite skills. This class is intended for students majoring in Sport and Recreation Management
 2. State the overarching course goal(s) in performance terms. The overarching course goal is to equip students with the knowledge and skills to successfully plan, organize, and execute sport events and manage sport venues.

B. Student Learning Outcomes and Measurements

	Student Learning Outcome	Measurement
1	Demonstrate a comprehensive understanding of the process of event management, from planning, marketing, implementation, and evaluation of the event.	Assignment evaluation and presentations, tests

2	Apply principles of management in the operations of a sport facility, including planning, organizing, leading and evaluating the operations of the facility.	Presentations Tests
3	Demonstrate a comprehensive understanding of risk management and apply principles of risk management in operations of both sport facilities and events.	Tests Presentations
4	Demonstrate an understanding of the process of planning and developing a facility, including knowledge of the role of the Americans with Disabilities Act, in the planning process.	Tests Presentations
5	Understand principles of event bidding and the Request for Proposal process in sport facility and event management.	Quizzes Tests Presentations
	Demonstrate an ability to develop and implement an event management plan for a sport event.	Presentations Project

C. Text and Resources

Give the full publication information of the textbook/s and other required resources and outside readings. For **combined undergraduate/graduate** courses, make two lists:

A. full publication information; label **Undergraduate**

Text: Managing Sport Facilities 5th edition © 2026; authors: Fried, G., Kastel, M.; Human Kinetics; ISBN: 9781718223806; Champaign, IL.

B. full publication information; label **Graduate**.

4. Supporting Documentation

Required of all applications	
1	Approval Chart for Curriculum Changes
2	Syllabus — Attach the syllabus for the course based upon the anticipated first-semester offering.
4	Library — Submit new course application and syllabus to the Library dean's office. Attach the Library's memo.
Attach if applicable	
5	Content Overlap — Include one document for each course you listed in Section 1Y. Attach statement from instructor/dept chair of existing course justifying the new offering.
6	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).
7	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.
8	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.
9	Justification — Attach any documents to which you refer in Section 2B.

Updated 8/19/2024

KINE 406.01 – Sport Facility and Event Management
Syllabus
Fall 2026

T/TH 12:00-1:20 Teague Room 145
3 Hours Credit
Prerequisite KINE 201

Text: Fried, Gil, Kastel, Matthew. (2026) *Managing Sport Facilities*. 5th ed. (ISBN: 9781718223806)
Additional course readings and media are available within Canvas

Associate Professor: Dr. Odies L. Wright Jr. – Office: 111 Teague Special Events Center
Office Phone: 325-674-2724
wrighto@acu.edu

Office Hours: W 8:00-10:00 and 1:00-6:00 p.m.

Mission Statements

ACU: To educate students for Christian service and leadership throughout the world

College of Health and Behavioral Sciences: To equip students for global ministry through exemplary practice and service in education and human services

KINE: To prepare students to serve and lead through the development of healthful lifestyles

Course Content

Catalog Description: Designed to examine all aspects of the management of sport facilities and events, including development, planning, staffing, operations, and evaluation.

Course Goal: To equip students with the knowledge and skills to successfully plan, organize, and execute sport events and manage sport venues.

Intended Audience: Open to students in Sport and Recreation Management

Unique Christian Perspective: As a leader, students will be encouraged to model their leadership style after Jesus, which means they will prioritize the needs of others. In sport management, this means focusing on the well-being of employees, athletes, volunteers, and the community. They will be encouraged to foster a positive work environment, value people over profit. In their major project, each student will be required to include how they plan to integrate faith into their work.

Some Topics: History and Future of Sport and Public Assembly Facilities, Facility Administration, facility systems and How they Operate, Security Planning, facility management, legal issues, ethical principles, event management.

Teaching/Learning Methods

This class format is based on two one hour, fifty-minute class period per week. Classes consist of a mixture of lecture, site visits, writing assignments, discussion, video, and student presentations. Mobile media will be used as needed. Students will participate in active learning that results in multiple products.

What Should Students Expect: Students should expect to gain a comprehensive understanding of the principles and practices required to effectively plan, manage, and operate sport events and facilities.

Outcomes

After completing this course, the student will be able to:

1. Demonstrate a comprehensive understanding of the process of event management, from planning, marketing, implementation and evaluation of the event.
2. Apply principles of management in the operations of a sport facility, including planning, organizing, leading and evaluating the operations of the facility.
3. Demonstrate a comprehensive understanding of risk management and apply principles of risk management in operations of both sport facilities and events.
4. Understand principles of event bidding and the Request for Proposal process in sport facility and event management.

Competency	Measurement Instrument	Measurement Standard
Articulate how to manage an event from conception to completion, applying planning, marketing, implementation, and evaluation.	Written assignments, exams, Projects	Benchmarks: students demonstrate learning outcomes with 70% of students earning at least a 75% or higher on this measure.
Apply the fundamentals of planning for planning for new or existing facilities.	Discussions, Presentations, End of Chapter Questions, projects	Grading Scale to determine mastery of subject matter. 80% of the students will demonstrate successful demonstration of learning outcome by earning an 80% on plan
Analyze legal concerns and risks associated with facility and event management	Case studies, projects Case brief assignments and presentations End of Chapter Questions	Rubric for case studies, presentations, feasibility of plans
Evaluate the domestic and global impact of sporting events and facilities.	Exams, Case Briefs, presentations, End of Chapter Questions, Debate	Rubric for debate, presentations and case studies.
Create a proposal for a sport facility and an event.	Exam and quizzes, project	Test benchmark: using the NCAA's standardized bidding format

Materials Used in Classroom, in addition to the textbook: Event Management in Sport, Recreation, and Tourism. Mallen, C. and Adams, L.J. 4th edition (not required, but some information will be beneficial to the students; The NCAA Bid Portal for learning the bid process for obtaining host status for NCAA Championships.

Grading Criteria

A = 900-1000; B = 800-899; C = 700-799; D = 600-699; F = 0-599

12 Quizzes	100 (10 points each, drop 2)
Event Management Project	200
Exams (2)	200
Accountability/Participation	100
Presentations	100
Chapter Questions	100
Case Studies	100
Final Exam	100

Case Studies

The purpose of each case study is to present you with a 'real life' example of a topic area within sport management and allow you to apply what you have learned to analyze of that area. Each case study will include 1-3 questions that will need to be analyzed and discussed using information from both the case study and course materials (lectures/readings). Be sure to read the instructions for each case study that are posted in Canvas. The case studies will have a written component (case study paper) and an in-class discussion (case study analysis). Please note that the in-class component of the case study is a crucial component of the class.

Sport Event Management Project

As part of the final sport event management project, each group will be required to submit a series of checkpoint sections to be included in their final paper. All due dates are listed on the course outline and in the "Sport Event Management Project" section of the syllabus (see below). For this project, you are going to develop a sport event and engage in all aspects of event development, planning, implementation, and evaluation as if you were actually going to carry out the event. The purpose of this project is to provide you an opportunity to integrate all areas of event management that are covered throughout this course. You are encouraged to be creative and inventive when completing this project. Groups will be assigned for this project.

Attendance

Two (2) unexcused absences are allowed. Each additional unexcused absence will result in a 20 point reduction in the Accountability/Participation grade for each occurrence. **Two (2) tardies** are allowed. For each tardy after two, one point will be deducted from your final class average.

****If you stop coming to class, it is your responsibility to drop the class. Names on the roll at the end of the semester, will receive an F for non-attendance.**

Any absence not excused within one week of returning will be unexcused. It is your responsibility to inform Dr. Wright when you come in late. Missing class because of working at a job or helping a friend is not excused. Leaving early or returning late from holidays is not excused.

Late Work:

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 within the timeline.

Cell Phones

Phones and watch devices are to be put away (out of sight) when in class. They may be used only as part of a class activity directed by the professor. For each incidence your phone is used in class, 20 points will be

deducted from your accountability/participation grade. Refusal to honor a professor's request is showing disrespect and you will be asked to leave the class.

Participation:

Students are expected to participate in activities of the class, which include, but not limited to: cooperative learning activity, class speaking assignments, game play, field trips, and active learning activities. Failure to participate will reduce your Accountability/Participation Grade by 20 points for each event. Students who refuse to participate will be asked to leave the class.

Quizzes

Quizzes will be taken over sections of information from your reading assignments. Quizzes missed for any absence will count as a zero. Quizzes are not made up.

Research and Presentations

Each student will make a research presentation on your selected study, which is a summary without notes.

University Resources

I care about your class experience. The university also has a number of resources in place to support the ACU community both in this class and all aspects of university life.

Bias Education and Response Team (BERT):

Bias incidents affect our ability to work with, instruct and learn from each other. For more information about the reporting process of bias incidents at ACU, see <https://acu.edu/about/diversity-and-inclusion/bert/>.

SOAR (Student Opportunities, Advocacy, and Resources):

SOAR partners with faculty, staff, parents and students to assist ACU students and connect them to resources available to support their path to success. For more information about SOAR or to make a SOAR recommendation, see <https://acu.edu/soar-program/>.

Mental Health Resources

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. Abilene Christian University is committed to supporting students addressing any of these concerns. You can contact the [Medical Care and Counseling Center](#) at counseling@acu.edu, or by calling 325-674-2626. In addition, you can access free confidential counseling services through the Timely Care app by googling "timely.md acu" or calling (833) 484-6359.

In a crisis situation contact the National Suicide Prevention Hotline open 24/7 by dialing 988, or call the Police at 911.

University and Course Policies

ADA Compliance Policy:

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 ACU website provides more information at <https://acu.edu/accessibility-statement/>. Please contact me to discuss any approved accommodations that you require for this class.

Title IX Policy:

At ACU, we strive to comply with all applicable legal requirements prohibiting, preventing, and responding to sexual misconduct against any member of the ACU community. The full Title IX policy and process can be found at <https://acu.edu/human-resources/title-ix-and-sexual-misconduct-information/>.

Academic Integrity Policy:

Academic integrity is demonstrated by behavior that honors the learning environment, regardless of setting, context, location or modality. ACU's Academic Integrity Policy can be found at <https://acu.edu/office-of-the-provost/academic-policies/>.

***If you violate this policy, you have disqualified yourself from receiving credit for this course.

Sexual Harassment

Harassment will not be tolerated at Abilene Christian University. As a Christian community, Abilene Christian University has committed itself, unequivocally, to ensuring a working and learning environment in which the dignity of every individual is respected. Therefore, it is the purpose of this policy to maintain a work and academic environment that is free of harassment, sexual or otherwise. This policy applies to all members of the ACU community, including trustees, faculty, staff, students, and volunteers at Abilene Christian University. For a more in-depth look at the university's anti-harassment policy, full definition of harassment, and procedure for reporting, visit: www.acu.edu/campusoffices/studentlife/judicial/For Students/Harassment Policy

Course Outline

WEEK	DATE	TOPIC	READINGS DUE	ASSIGNMENTS DUE
1	Aug. 25	Course Introduction & Syllabus Review		
	Aug. 27	Introduction to Sport Events & Facilities		
2	Sep. 1	Introduction to Sport Events & Facilities	Text Chapter 1	Quiz 1
	Sep. 3	Facility Management & Operating Facilities	Text Chapter 2	Quiz 2
3	Sep. 8	Planning New Sport Facilities & Events	Text Chapter 4 & 5	Quiz 3
	Sep. 10	Planning New Sport Facilities & Events	Text Chapter 4 & 5	
4	Sep. 15	Employee Management for Facilities & Events	Text Chapter 3	Sport Event Management Project, Part 1 DUE
	Sep. 17	Employee Management for Facilities & Events	Text Chapter 3	
5	Sep. 22	Event Operational Planning	Mallen & Adams Chapter 5	Quiz 5
	Sep. 24	Event Operational Planning	Mallen & Adams Chapter 5	Case Study 1 due Sep. 24
6	Sep. 29	Case Study – Here's the Pitch Risk Management	Canvas Week 5 Text Chapter 14	Quiz 6
	Oct. 1	ADA Compliance; Sustainable Sport Facilities	Site Visit Convention Center Chapter 10	Sport Event Management Project, Part 2 Due
7	Oct. 6	ADA Compliance; Sustainable Sport Facilities	Text Chapter 10	Quiz 7
	Oct. 8	Event Bidding/Attracting Events & Customers	NCAA Document/ Bid Process	Quiz 8
8	Oct. 13	Exam #1		
	Oct. 15	Group Meetings – Event Presentations	Chapter 10 NCAA Documents/Bids	
9	Oct. 20	Marketing & Sales	Text Chapter 11	Quiz 9
	Oct. 22	Case Study – College Sport and Declining Stadium Attendance	Canvas Readings	
10	Oct. 27	Legal Responsibilities	Text Chapter 13	Quiz 10
	Oct. 29	Group Meetings – Event Presentations		

11	Nov. 3	Finance Management	Text Chapter 12	Sport Event Management Project, Part 3 DUE
	Nov. 5	Group Meetings – Event Presentations		Quiz 11
12	Nov. 10	Planning & Evaluation	Text Chapter 14	Quiz 12
	Nov. 12	Planning & Evaluation	Text Chapter 15	Sport Event Management Project, Part 4 Due
13	Nov. 17	Environmental and Social Impacts	TBD	
	Nov. 19	Environmental and Social Impacts	TBD	
14	Nov. 24	EXAM #2		
	Nov. 26	THANKSGIVING		
15	Dec. 1	Event Presentations		
	Dec. 3	Event Presentations		Sport Event Management Project Paper Due Dec. 8

I reserve the right to modify the calendar as necessary.



December 2, 2025

Dr. Odies Wright, Jr.
Associate Professor
Department of Kinesiology and Nutrition
Abilene Christian University
wrighto@acu.edu

Re: Sport Facility and Event Management (KINE 406)

Dear Dr. Wright,

Thank you for submitting Sport Facility and Event Management (KINE 406) to us for review. I have reviewed it based on the ACU Syllabus Guidelines. I found the syllabus to meet all aspects of the checklist.

Please note that this letter is intended as a reference, which will be read by the department chair and council members, who may also have questions or comments of their own. If you have any questions, please feel free to let me know.

Sincerely,

Scott Hamm

Dr. Scott E. Hamm,
Assistant Director, Adams Center

ABILENE CHRISTIAN UNIVERSITY

LIBRARY

M E M O R A N D U M

DATE: January 11, 2026
TO: Dr. Odies Wright
FROM: Mark McCallon, Associate Dean for Library Information Services
RE: Course Application for KINE 406 – Sports Facilities and Event Management

After reviewing the syllabus and application, the library can adequately support the proposed course. If additional resources are needed for the course please contact Melinda Isbell (mgil2a@acu.edu), Librarian Liaison. Thank you for letting us examine the proposal.