



HHPS 310 Facilities and Venues in Sport and  
Recreation  
NHS 162  
COURSE SYLLABUS SUMMER I 2021

**M-F 11:00 am – 1:00 PM**  
**M,T,W face to face and in Virtual Classroom**  
**Thursday each week will consist of an on-line exam**  
**Friday the 11<sup>th</sup>, 18<sup>th</sup> & 25<sup>th</sup> are in-person tours in DFW**  
**\*See the Schedule at the end of the syllabus for more details**

**Instructor:** Dr. Clay Bolton, Assistant Professor for Sport and Recreation Management

**Office Location:** NHS 149

**Office Hours:** M-W 10:00 AM – 11:00 AM or by appointment

**Dr. B's Cell Phone:** 803-917-5138

**University Email Address:** clay.bolton@tamuc.edu

**Preferred Form of Communication:** email

**Communication Response Time:** I will always try to respond the same day if possible, excluding weekends and holidays!

## **COURSE INFORMATION**

This course is extremely time sensitive, does require the student to buy the textbook (ebook is recommended), **does have three travel dates for tours of various facilities in DFW (transportation is not provided by the University)**, and is conducted over a five week period. The class has a weekly exam and multiple assignments and papers are to be completed during the term.

### **Required Textbooks:**

Fried, G. (2021). Managing Sport Facilities (4th Edition)  
Champaign, IL: Human Kinetics (ebook is highly recommended)  
ISBN: 9781492589570

*Syllabus/schedule subject to change*

Hardcopy is over \$100, ebook is around \$89

**Communication from You and Me:**

**It is absolutely required that you check your school email every single day during the semester and reply to messages from me. This will be the way we communicate in this course. Failure to check your email messages and reply accordingly may seriously impact your grade and you may miss important deadlines, messages, etc.**

**APA format:**

Please use APA 7th Edition (American Psychological Association). American Psychological Association. (2020). Publication Manual of the American Psychological Association (7<sup>th</sup> ed.) Washington, DC: American Psychological Association. All papers should have the title of the work, the class name, the name of the student and professor, and the due date and submission date incorporated in *one line* of the header on the 1<sup>st</sup> page only. Papers not in this format will be requested for resubmission without grading, and record them as late according to when the paper is resubmitted. Substantial grade reductions will occur on any final drafts failing to follow these guidelines for submitted written work.

**Course Description:** (3 hours)

This course will provide students with information and practical knowledge and skills competencies needed for facility and Venue management within the context of the sport activity setting. Among the topics to be explored are sport facility and venue trends, planning and designing sport facilities, facility and event operations, as well as human resource as well as legal aspects of the facilities and venues world.

**Student Learning Outcomes:**

Upon completion of this course, students should be able to demonstrate:

1. Have an appreciation of the planning and development processes of sport facility design.
2. Have a better understanding and knowledge necessary to effectively manage a venue.
3. Be Aware and understand pro-active management and risk management techniques regarding facilities in sport and recreation.

## COURSE REQUIREMENTS

This class is taught in a traditional format, with some on-line assistance utilizing the My Leo online (D2L, Brightspace) system for communicating and submitting assignments. We will be primarily focusing on in class discussions, use of video clips and movie clips, as well as individual presentations and papers. This class requires extensive work outside the classroom and does include travel. Please be certain you understand the demands and schedule for this course!

### **Student Responsibilities:**

1. You should be prepared each day in coming to class a few minutes early, as we will get started promptly at 11:00 am. You will need to read ahead of class and be familiar with course concepts and outside readings, especially as it relates to the topics and trends covered. The class is very interactive so please be aware that your contribution to in-class discussions are being noted. You should be aware of off campus requirements and additional requirements, such as meeting with the Career Development Office.
2. You should be prepared for papers and presentations and be professional in your written assignments as well as all other aspects of the class.
3. Be prepared for all class periods and complete all aspects of the class.
4. Be honest, be engaged, and enjoy learning about this exciting subject!
5. Students are expected to attend class, be prepared, and actively participate in class discussions. Arriving late and/or leaving early can be disruptive to class. If you are going to be late or need to leave early alert me ahead of time. Points will be deducted from class participation for any unexcused absences, tardiness, or other disrespectful disruption of class (such as cell phone or unapproved tablet or device usage, headphones, etc.)
6. **NO late assignments or work will be accepted, unless there has been a prior arrangement made between the student and instructor or a university excused absence.**
7. All written assignments will be accepted in MYLeo, unless there has been a change made by the instructor. You can simply put those written

assignments in the submission area. If you have technical difficulty you can always email an assignment to me to be safe.

8. Any in-class work missed due to an absence may NOT be made up, unless there is a prior arrangement OR the absence is a university "excused absence". An excused absence is defined as a documented university approved activity or event. (See Student Handbook). Please notify me ahead of time if you know you will be absent. To be considered an excused university absence, you must present written documentation on the day of your return to class.
9. You are expected to produce their own work and they should prepare for a facility presentation and a major paper in the course. Students are expected to exhibit professionalism during all class meetings, class discussions, presentations, and activities. Critical thinking and debate are encouraged, but students should be respectful of their fellow classmates. All students enrolled at the university shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Student Handbook) **Also, please turn off all cell phones, Ipods or any other electronic devices. If you are taking notes on a laptop or tablet, please see me in advance for permission.**
10. Students are expected to exhibit professionalism in all communication with the instructor, this includes in-person and email.
11. Students should adhere to the university policies regarding academic misconduct (i.e. plagiarism, cheating, and other dishonest representations of academic work). Students in violation of these policies will be subject to the university's academic misconduct procedures.

**Tour Dates – The University will not be providing transportation for the three days we are in DFW touring facilities and venues, nor do we provide meals. It will be up to you to find your own transportation to each location. Dr. Bolton will provide details as to exact locations, parking, meeting points, etc. prior to the three Friday's on the schedule. Students (just like in years past) are encouraged to car pool and ride together to these tours. Also, you should be reminded to wear comfortable clothes, closed toed sneakers or tennis type of shoes (no flip flops or sandals), and bring a face mask for protection. Because we will be inside and outdoors for these tours, students are strongly encouraged to check the weather on day of. Additionally, because of the locations, please plan well ahead for traffic and road -work!**

### **\*Reminder about APA:**

Students are expected to do their own work (note: simply turning work in does not guarantee a good grade).

Please note that all assignments **must be typed, a 1-inch margin on all sides, double-spaced in 12-point font (Times New Roman only). Please use APA 7th Edition (American Psychological Association).**

American Psychological Association. (2020). Publication Manual of the American Psychological Association (7<sup>th</sup> ed.) Washington, DC: American Psychological Association. All papers should have the title of the work, the class name, the name of the student and professor, and the due date and submission date incorporated in *one line* of the header on the 1<sup>st</sup> page only. Papers not in this format will be requested for resubmission without grading, and record them as late according to when the paper is resubmitted. Substantial grade reductions will occur on any final drafts failing to follow these guidelines for submitted written work. Additionally, all citations in the content of the paper(s) and the reference page should be in APA format as well.

### **Summary of Assignments and Assessments:**

<b>Assignments (for due dates see schedule)</b>	<b>Points</b>
<b>1. Daily Assignments (10 x 20 pts each)</b>	<b>200</b>
<b>2. Exams (4 x 100 pts each)</b>	<b>400</b>
<b>3. Favorite Facility Presentation</b>	<b>200</b>
<b>4. Major Paper</b>	<b>200</b>
<b>Total</b>	<b>1000</b>

**Total Points Available 1000**

**A= 900**

**B=800-899**

**C=700-799**

**D=600-699**

**F=599-**

## **Assignments**

### **Daily Assignments (200 points)**

We will be meeting face to face in class (or if you must, in Virtual Classroom) on Mon, Tues, and Wed of each week (fourth week on-line only for that Mon) Each Class day we will spend at least the first hour discussing the chapter and in the second hour there will be an in-class or take home assignment worth 20 points. These sessions will be recorded, but you will need to have prior approval in regards to assignments being submitted other than the day they are assigned.

### **Exams (4 worth 100 points each, total of 400 points)**

Four (4) exams will be given to determine student progress and assist students in learning. Exams will only cover the material from the current week or since the most recent examination (see the schedule for more details). The format of the exams may consists of short answer, true / false, multiple choice and essay items. \*No make-up exams will be given unless previously discussed and approved by Dr. Bolton. Unless otherwise indicated exams will be given on-line on each Thursday (week 1-3) and will open at 12:01 am and close at 11:30 pm. The exams will only be open for that one day. The Final covers more chapters and is open for more days during our last week.

**Favorite Facility Presentation (200 points)** – Each Student will produce a minimum of a 10 slide presentation in Prezi or at least Power Point on their favorite sport or recreation facility. This will be done in class or via Zoom and a rubric will be provided the first day of class on this project.

### **Major Paper (200 points)**

Each student will complete a culminating paper that needs to compare and contrast at least three of the facilities we tour during this term. The paper will be a minimum of 6 pages (one cover, one reference and at least 4 full pages of content). A rubric for this assignment will be provided the first few days of class.

### **Late Work**

**Students are to turn in assignments by the due date given! No Late work will be accepted in this class unless a prior arrangement has been made with the professor.**

## Course Delivery Reminder

\*Please remember that this course is taught primarily in the traditional format; however, you will want to check the syllabus, documents (readings and other announcements), and emails in MyLeo. You will submit assignments in a submission folder and schedule changes may be announced in class as well as in MyLeo on-line.

## TECHNOLOGY REQUIREMENTS

### Browser support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

## Desktop Support

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

## Tablet and Mobile Support

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or <b>point</b> release of that major version) and the previous major version of iOS (the latest minor or <b>point</b> release of that major version). For example, as of June 7, 2017, D2L supports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version.  Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - 512 MB of RAM, 1 GB or more preferred



- Broadband connection required courses are heavily video intensive
- Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- **For YouSeeU Sync Meeting sessions 8 Mbps is required.** Additional system requirements found here: <https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>
- You must have a:
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
  - \*For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site](http://www.java.com/en/download/manual.jsp)  
<http://www.java.com/en/download/manual.jsp>
- Current anti-virus software must be installed and kept up to date.

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - [Adobe Reader](https://get.adobe.com/reader/) <https://get.adobe.com/reader/>
  - [Adobe Flash Player](https://get.adobe.com/flashplayer/) (version 17 or later)  
<https://get.adobe.com/flashplayer/>
  - [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/>
  - [Apple Quick Time](http://www.apple.com/quicktime/download/) <http://www.apple.com/quicktime/download/>
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software.

Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

### Brightspace Support

### Need Help?

#### Student Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

#### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words “[click here](#)” to submit an issue via email.



#### System Maintenance

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST

#### Course & University Procedures/Policies

**Class Participation (see the grading and requirements section for detailed information)**

Systematic and timely on-line participation is expected. University policy notes that excused absences include (i) participation in an authorized university activity, (ii) illness verified by a physician, (iii) death in the immediate family, and (iv) verifiable, official court appearance.

**Respect Differing Views**

As with all courses, this course deals with ideas. Please be respectful of individuals with ideas and beliefs that differ from your own. If you disagree with someone then ask them why they believe as they do, and then listen to the answer. People can have complex reasoning for what is seen as, on the surface, a simple idea. Only civil and even tempered discussions will be permitted in class.

**Academic Honesty**

Plagiarism within an assignment will result in a failing grade for that assignment. I expect all assignments for this course to be original works produced specifically for this course. Work produced, whether in part or in whole, from assignments for other courses will not be accepted for credit.

**Religious Holidays Policy**

Reasonable accommodation will be given to students who require homework extensions because of religious holidays. However, your best option is to complete the required work early, as this is a fast paced summer course and you will not want to get behind.

**Dropping the Class**

If you need to adjust your schedule by dropping this course, please follow university procedures to officially drop the class. If you fail to officially drop the class, a failing grade shall be assigned at the end of the course. Incompletes: Per university policy is granted only for circumstances beyond student's control which prevented the student from attending classes during Finals Week or the preceding three weeks (Policy A 12.07, 1998). The extension cannot exceed one semester. Failure to fulfill plan requirements within the specified time will result in an F.

**Course Communication**

Course communication will occur through MyLeo and regular email.. You will need to regularly and systematically review your e-mail on a daily basis.

**Writing Center**

Students are encouraged to visit the A&M-Commerce Writing Center for writing assistance. Visit the website at:

<http://web.tamuc.edu/academics/colleges/humanitiesSocialSciencesArts/departments/literatureLanguages/writingCenter/default.aspx>

**University Specific Procedures****Students with Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services  
 Texas A&M University-Commerce, Gee Library, Room 132  
 Phone (903) 886-5150 or (903) 886-5835; Fax (903) 468-8148  
 StudentDisabilityServices@tamuc.edu  
 Student Disability Resources & Services

### Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See Code of Student Conduct from Student Guide Handbook).

### Campus Concealed Carry

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## COURSE SCHEDULE / CALENDAR

### Summer I 2021

#### Week 1 June 7 – June 11

Mon, June 7	Chapter 1 and Assignments in Class
Tues, June 8	Chapter 2 and Assignments in Class
Wed, June 9	Chapter 3 and Assignments in Class
Thurs, June 10	EXAM 1 Online Only
<b>Fri, June 11</b>	<b>Tours of TCU Athletics and Globe Life Field</b>

#### Week 2 June 14 – June 18

Mon, June 14	Chapter 4 and Assignments in Class
Tues, June 15	Chapter 5 and Assignments in Class

Wed, June 16	Chapter 6 and Assignments in Class
Thurs, June 17	EXAM 2 Online Only
<b>Fri, June 18</b>	<b>Tours of Allen Parks &amp; Rec and Toyota Stadium</b>

Week 3      June 21 – June 25

Mon, June 21	Chapter 7 and Assignments in Class
Tues, June 22	Chapter 8 and Assignments in Class
Wed, June 23	Chapter 9 & Tour of Athletic Facilities Commerce
Thurs, June 24	EXAM 3 Online Only
<b>Fri, June 25</b>	<b>Tours of The Fieldhouse, Duncanville</b> <b>360 Volleyball (edge of Arlington)</b> <b>Cedar Crest Golf Club, South Dallas</b>

Week 4      June 28 – July 2 (No Face to Face Classes this Week)

Mon, June 28	Chapters 10 & 11 last Assignment *Online only
Tues, June 29	Chapters 17 & 18 *Online only
Wed, June 30	Chapters 19-20 *Online only
Thurs, July 1	Presentations due via Zoom or in person that day
Fri, July 2	No Class Activities / Happy 4 <sup>th</sup> Weekend!

Week 5      July 5 – July 8

Mon, July 5	Final Exam Opens (Chapters 10, 11, 17-20) online
Tues, July 6	Major Papers Due in MyLeo, NO Exceptions
Wed, July 7	Final Exam Closes at 11:30 pm