HHPS 310.01W, FACILITY & VENUE MANAGEMENT

COURSE SYLLABUS: SPRING 2025

INSTRUCTOR INFORMATION

Instructor:	Silvia Salinas, EdD
Office Location:	Virtual
Office Hours:	Virtual
Office Phone:	886-649-4914
Email Address:	silvia.salinas@tamuc.edu
Preferred Form of Communication:	Email
Communication Response Time:	24-48 hours

Course Information

Course Location: Online
Course Times: 01/13/2025 to 05/09/2025

Required Textbook
Fried, G. B., and Kastel, M. (2021). *Managing sports facilities*. Human Kinetics.

Optional
Other materials/readings, as assigned, will be posted in D2L under weekly content.

Course Description

This course will teach students about sports facilities and venue management.

Student Learning Outcomes

At the end of this course, the students should be able to demonstrate:
1. Understanding the fundamental principles and concepts of sports facilities management, including facility design, maintenance, safety, and security.
2. An understanding of the legal and regulatory frameworks that govern the operation and management of sports facilities, including compliance with safety and accessibility standards, zoning laws, and liability issues.

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3. An understanding of the economic and financial factors that impact the management of sports facilities, including budgeting, revenue generation, and cost analysis.
4. Skills in strategic planning and decision-making related to sports facilities management, including risk assessment, project management, and performance evaluation.
5. Understanding the various types of sports facilities, including indoor and outdoor facilities, arenas, stadiums, and other venues, and the unique challenges and opportunities associated with each.

6. Proficiency in communication and leadership skills, including managing and motivating staff, communicating effectively with stakeholders, and working collaboratively with other departments and organizations.
7. Understanding the importance of sustainability and environmental stewardship in sports facilities management, including strategies for reducing energy consumption, waste reduction, and promoting environmentally responsible practices.
8. An understanding of emerging trends and technologies in sports facilities management, including the use of data analytics, artificial intelligence, and virtual reality tools to enhance facility operations and the fan experience.
9. An appreciation for sports facilities' social and cultural significance, including their role in promoting community engagement, fostering a sense of identity and belonging, and enhancing quality of life.
10. Critical thinking skills to real-world scenarios, case studies, and experiential learning opportunities to gain practical skills and knowledge in sports facilities management.

Course Requirements
Course Delivery

This class is taught online, and online participation is required.

All assignments will be completed and/or uploaded into D2L (including exams) according to the timelines listed in this syllabus.

Student Responsibilities & Tips for Success in the Course
Students must log into the class daily to keep up with activities, lectures, and assignments.

Students should check their email daily to avoid missing important messages or instructions related to this course. The instructor is not responsible for information that students do not receive because they fail to check their email or student announcements in D2L. Students should read ahead to have the best opportunity to understand concepts presented in class.

Reminder about APA: You are expected to produce quality, original work as part of your course requirements. Please note that all assignments must adhere to APA 7th Edition, including the cover page, references pages, and the totality of the internal matter of your written works.

Grading

Final grades in this course will be based on the following scale:

- A   900-1,000 points
- B   800-899 points
- C   700-799 points
- D   600-699 points
- F   0-599 points

Weights of the assessments in the calculation of the final letter grade for this course are as follows:

Assignment	Points
Class Participation/Discussion Posts (4 @ 100 points each)	400
Weekly Quizzes (4 @ 50 points each)	200
Event & Site Management Project	400
Total	**1,000**

Please refer to your D2L/Brightspace Course for the detailed schedule of assignments, discussion posts, and quizzes. D2L/Brightspace due dates are listed in the calendar.

Assessments

1. **Class Participation and Discussion Posts (400 points)**
   a. Class participation will be earned through a total of four (4) discussion posts worth 100 points each (total of 400 points).
   b. Each discussion post will have its own rubric.
   c. Discussion posts and peer engagement/replies are due by 11:59PM (CST) as outlined in course schedule (pp.8-9).
   d. AI may not be used in this course unless otherwise instructed. Use of AI will result in an immediate 0 for the assignment and a report filed with the Provost's office for plagiarism/academic dishonesty, which can result in your removal from the class.
2. **Weekly Quizzes (200 points)**
   a. Students will demonstrate their understanding of course topics through quizzes that include any combination of true/false, multiple-choice, or essay questions.
   b. There will be four (4) quizzes, each worth 50 points, for a total of 200 points.
3. **Event & Site Management Project (400 points)**
   a. For their project, each student is required to attend an athletic event (e.g., a sporting event, professional, collegiate, or high school event).
   b. The event must have an attendance of at least 200 people (spectators) to be acceptable for this project
   c. While at the event, the student should observe various aspects of the event/facility and create a final project.

d. A template and rubric for this project will be provided in the assignment in
      D2L.
*Late submissions will not be accepted. Please plan! Students are encouraged to
manage their time effectively and may submit assignments prior to any expected
absences with the professor's approval.*

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by East Texas A&M University have a corresponding course
shell in the myLeo Online Learning Management System (LMS). Below are technical
requirements

LMS Requirements:
https://community.brightspace.com/s/article/Brightspace-Platform-Requirements

LMS Browser Support:
https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.
htm

Zoom Virtual Classroom Requirements:
 https://support.zoom.us/hc/en-us/articles/201362023-Zoom-system-requirements-
Windows-macOS-Linux

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**.**

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
ETAMU campus open computer lab, etc.

COMMUNICATION AND 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. Other support options can be found here:

https://community.brightspace.com/support/s/contactsupport

Interaction with Instructor Statement

Communication and interaction with the instructor will be requested, scheduled by email, and held virtually as requested.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Students will follow the readings and assignments described in the syllabus. They must complete all discussion posts and assignments for each module by the deadline indicated for each module.

Syllabus Change Policy

The syllabus is a guide. During the semester, circumstances and events, such as student progress, may require the instructor to modify it. Any changes will be announced in advance.

UNIVERSITY SPECIFIC PROCEDURES

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook

https://inside.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf.

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: https://www.britannica.com/topic/netiquette

ETAMU Attendance

For more information about the attendance policy, please visit the webpages below.

Attendance,

https://inside.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty, see the following procedures:

Undergraduate Students Academic Integrity Policy and Form

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf](#)

[Undergraduate Student Academic Dishonesty Form](#)

[https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf](#)

Graduate Students Academic Integrity Policy and Form

[Graduate Student Academic Dishonesty](#)

[https://inside.tamuc.edu/aboutus/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10.pdf](#)

[Graduate Student Academic Dishonesty Form](#)

[http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf](#)

Students with Disabilities-- ADA Statement

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 Services
Velma K. Waters Library- Room 162
Phone (903) 886-5930
Fax (903) 468-8148
Email: StudentDisabilityServices@tamuc.edu
Website: https://www.tamuc.edu/student-disability-services/

Nondiscrimination Notice

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University 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 ETAMU Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M University campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

East Texas A&M University Supports Students' Mental Health

Counseling Center Services

The Counseling Center at ETAMU, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit **www.tamuc.edu/counsel**

Mental Health and Well-Being

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR

code to download the app and explore the resources available to you for guidance and support whenever you need it.

COURSE OUTLINE / CALENDAR

TENTATIVE COURSE SCHEDULE:

Module 1: January 13 – February 9 *(4 weeks)*
- Review Lectures:
    - Welcome to the Course! – Course Orientation
    - Lecture 1: History and Future of Sport and Public Assembly Facilities
    - Lecture 2: Facility Management
    - Lecture 3: Management Theory and Human Resources
    - Lecture 4: Facility Planning
- Respond to Discussion Topic #1.
- Complete Quiz #1.
- All work is due by **Sunday, February 9, 2025**, by 11:59 PM (CST).
- Late work is not accepted.
- It is suggested to complete and submit assignments/quizzes before the deadline, in case of issues with connectivity.

Module 2: February 10 – March 9 *(4 weeks)*
- Review Lectures:
    - Lecture 5: Facility Site and Design
    - Lecture 6: Facility Construction
    - Lecture 7: Facility Systems
    - Lecture 8: Facility Operations
- Respond to Discussion Topic #2.
- Complete Quiz #2.
- All work is due by **Sunday, March 9, 2025**, by 11:59 PM (CST).
- Late work is not accepted.
- It is suggested to complete and submit assignments/quizzes before the deadline, in case of issues with connectivity.

Module 3: March 17 – April 13 *(4 weeks)*
- Review Lectures:
    - Lecture 9: Facility Maintenance

- - - o Lecture 10: Green Facility Management
    - o Lecture 11: Marketing and Sales
    - o Lecture 12: Finance and Budgeting
- Respond to Discussion Topic #3.
- Complete Quiz #3.
- All work is due by **Sunday, April 13, 2025**, by 11:59 PM (CST).
- Late work is not accepted.
- It is suggested to complete and submit assignments/quizzes before the deadline, in case of issues with connectivity.

Module 4: April 14 – May 4 *(3 weeks)*

- Review Lectures:
    - o Lecture 13: Legal Responsibilities
    - o Lecture 14: Implementing a Security Plan
    - o Lecture 15: Facility Preparation and Event Management
- Respond to Discussion Topic #4.
- Complete Quiz #4.
- All work is due by **Sunday, May 4, 2025**, by 11:59 PM (CST).
- Late work is not accepted.
- It is suggested to complete and submit assignments/quizzes before the deadline, in case of issues with connectivity.

Module 5: April 21 – May 9 *(3 weeks)*

- Event & Site Management Project Due **Friday, May 9, 2025**, by 11:59 PM (CST).
- Late work is not accepted.
- It is suggested to complete and submit assignments/quizzes before the deadline, in case of issues with connectivity.

Please refer to your D2L/Brightspace Course for the detailed schedule of your modules, discussion posts, and quizzes. D2L/Brightspace due dates are listed in the calendar.