

Curriculum Proposal Cover Sheet - University-Wide Undergraduate Curriculum Committee

Contact Person(s) Joshua Castle	Email Address j.l.castle@iup.edu
Proposing Department/Unit Health and Physical Education	Phone 7-6248

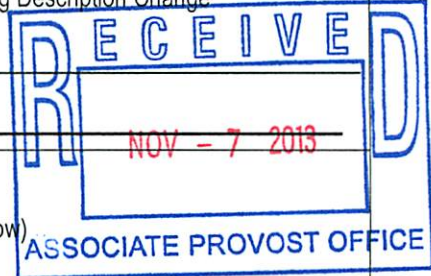
Check all appropriate lines and complete all information. Use a separate cover sheet for each course proposal and/or program proposal.

1. Course Proposals (check all that apply)

- New Course Course Prefix Change Course Deletion
 Course Revision Course Number and/or Title Change Catalog Description Change

Current course prefix, number and full title: _____

Proposed course prefix, number and full title, if changing: _____



2. Liberal Studies Course Designations, as appropriate

- This course is also proposed as a Liberal Studies Course (please mark the appropriate categories below)
 Learning Skills Knowledge Area Global and Multicultural Awareness Writing Intensive (include W cover sheet)
 Liberal Studies Elective (please mark the designation(s) that applies – must meet at least one)
 Global Citizenship Information Literacy Oral Communication
 Quantitative Reasoning Scientific Literacy Technological Literacy



3. Other Designations, as appropriate

- Honors College Course Other: (e.g. Women's Studies, Pan African)

4. Program Proposals

- Catalog Description Change Program Revision Program Title Change New Track
 New Degree Program New Minor Program Liberal Studies Requirement Changes Other

Current program name: Minor - Sport Management

Proposed program name, if changing: _____

5. Approvals	Signature	Date
Department Curriculum Committee Chair(s)		10/17/2013
Department Chairperson(s)		10/17/2013
College Curriculum Committee Chair		10/30/2013
College Dean		11/2/13
Director of Liberal Studies (as needed)		
Director of Honors College (as needed)		
Provost (as needed)		11/8/13
Additional signature (with title) as appropriate		
UWUCC Co-Chairs		11/13/13



Part II. Description of Curriculum Change

1. Complete catalog description for minor. This includes both the description about the minor and the list of courses and credits for the new minor.

This minor is recommended for students majoring in related disciplines such as Exercise Science, Health & Physical Education, Athletic Training, Accounting, Communications, Economics, Finance, Human Resource Management, Management, Marketing, and for students who have a personal interest in the management in sport. It provides students with the necessary skills to work in management within the sport industry.

Minor-Sport Management 18

Required Courses: 12

HPED 292	Introduction to Sport Management	3cr
HPED 320	Managing Facilities and Events in Sport	3cr
HPED 445	Business Practices in Sport	3cr
HPED 460	Law and Issues in Sport	3cr

Controlled Electives: 6

Choose Two of the Following:

ECON 239	Economics of Sport	3cr
HPED 335	Athletic Coaching	3cr
HPED 351	Managing Budgets and Technology in Sport	3cr
HPED 493	Internship	3cr

2. A detailed description for the minor including a rationale/justification, credit requirements, sequencing and restrictions.

Sport continues to be a growing industry on a global level. The minor in Sport Management will allow students who are pursuing other majors to prepare for a career in the sport industry, allowing them to be more marketable and expand their possibilities for employment. Additionally, students that major in Exercise Science, Health & Physical Education, and Athletic Training are asked to take on management roles. This minor will allow these students to be sufficient in these tasks and be more marketable.

Students will be required to complete the credits for the minor before graduation.

Sequencing and Restrictions:

Must be enrolled in one of the following Levels: Undergraduate

Must be enrolled in one of the following Campuses: Indiana

HPED 292 is a prerequisite for HPED 460

HPED 292 and HPED 320 are prerequisites for HPED 445

HPED 292, ECON 121 and ECON 122 are prerequisites for HPED 351

Part III. Implementation- Provide answers to the following questions:

1. Are faculty resources adequate? If you are not requesting or have not been authorized to hire additional faculty, demonstrate how this course will fit into the schedule(s) of current faculty. What will be taught less frequently or in fewer sections to make this possible?

All courses for the minor are offered routinely during the fall and spring semesters. Additionally, HPED 292, HPED 445 and HPED 460 are offered in the summer and winter via online. Also HPED 320, HPED 335 have been offered over the summer. HPED 493 is also offered during the summer. Because of when and how often these courses are offered it will allow for students to complete the minor in a timely manner with limited additions to faculty course load.

2. Are other resources adequate? (Space, equipment, supplies, travel funds)

All of these courses are already offered and can accommodate additional students. All other resources are adequate.

3. Do you expect an increase or decrease in the number of students as a result of these revisions? If so, how will be the department adjust?

There is an expected increase in student numbers. Because courses in the minor are offered in summer and winter, room is available for additional students. Additionally, HPED 292, HPED 445 and HPED 460 are offered in the summer and winter via online. Also HPED 320, HPED 335 have been offered over the summer. HPED 493 is also offered during the summer. Because of when and how often these courses are offered it will allow for students to complete the minor in a timely manner.

4. Intended implementation date (semester and year).

Fall 2014

Part IV. Periodic Assessment- Departments are responsible for an on-going review of curriculum. Include information about the department's plan for program evaluation:

1. Describe the evaluation plan. Include evaluation criteria. Specify how student input will be incorporated into the evaluation process.

The Sports Administration Program currently conducts a program review every five years. In preparation for this review the program conducts surveys of internship site supervisors. This includes evaluative feedback from on-site internship supervisors. This is considered by the department to be a very important component of assessing student performance. Student Learning Outcomes (SLO) are measured using a rubric-based assessment that distinguishes

between Target, Acceptable, and Unacceptable levels of student performance. Specific SLO include demonstration of knowledge and skills expected during the culminating educational experience (internship). Examples of SLO include demonstration of writing skills, independence, responsibility, ability to adapt, cooperation and punctuality. For a complete list see Appendix A.

Also, a part of the Five Year Program Review are student surveys. The Student Satisfaction Survey will be completed annually. Students are asked to indicate their responses as Strongly Agree, Agree, Neutral, Disagree, or Strongly Disagree related to their experiences in the program. Below is a summary of student questions.

- Are the practical classroom activities provided are instrumental for the acquisition of knowledge in Sport Administration?
- Do the faculty was knowledgeable and instructional methods were effective in facilitating student learning?
- Are the internship opportunities were instrumental for the acquisition of knowledge in Sport Administration?
- Do the faculty exhibited and encouraged good professional ethics and character (good role models)?
- Are the classrooms, instructional supplies/equipment, and other resources adequate and instrumental in the provision of a comprehensive learning experience/environment?
- Are the internships instrumental in providing an adequate learning experience/environment?

Students will be surveyed in HPED 460.

Additionally, the Sports Administration Program meets with an External Advisory Board made of professionals within the sport industry. This Advisory board provides feedback to the program regarding curriculum needs.

All of these assessments are a part of the Sport Administration Major and will be incorporated into the Sport Management Minor.

2. Specify the frequency of the evaluations.

Annually or semi-annually.

3. Identify the evaluating entity.

The Five Year Program Review is evaluated by the following entities; The Health & Physical Education Department, College of Health and Human Services, Provost, & PASSHE.

Part V. Course Proposals- Proposals for any new courses included in the new minor.

There are no new courses in this proposal.

Part VI. Letters of Support or Acknowledgement -Attach letters from interested or affected departments.

Attached.

Appendix A

PHYSICAL EDUCATION AND SPORT SCIENCE INTERNSHIP

Mid-Term Evaluation

Satisfaction Questionnaire of Intern's Performance

Indiana University of Pennsylvania

Intern _____ Supervisor _____

Indicate how satisfied you were with the intern's performance:

- 1 -- far exceeded expectations: did a first-rate job
- 2 -- somewhat exceeded expectations: did a good job
- 3 -- met minimal expectations: did a satisfactory job
- 4 -- did not meet expectations: did a below-average job
- 5 -- fell far below expectations: did a poor job

	1	2	3	4	5	not sure
1. Came well-prepared for the position						
2. Possesses necessary writing skills						
3. Shows ability to work independently						
4. Does assignments thoroughly						
5. Shows a sense of responsibility						
6. Is dependable						
7. Shows creativity on assignments						
8. Works at high level of productivity						
9. Exhibits a professional attitude						
10. Can adapt to changing circumstances						
11. Is cooperative						
12. Shows up for work regularly						
13. Is punctual						
14. Is courteous and friendly						
15. Presents acceptable personal appearance						
16. Shows general maturity						
17. Overall assessment of intern						

Comments:

Mid Point Assessment

Target

Acceptable

Unacceptable

100-90%
(80-72 points)

89-70%
(71- 56 points)

≥ 69%
(Less than 56 points)

Joshua Castle

From: Debbie Bacco <dbacco@iup.edu>
Sent: Thursday, October 24, 2013 4:21 PM
To: j.l.castle@iup.edu
Cc: eblair@iup.edu; Nicholas Karatjas; Debbie Bacco
Subject: Sport Management Minor

The following is from Dr. Nicholas Karatjas:

Dr. Castle -

We received the Sports Management Program Proposal for the minor in Sports Management. The Department of Economics supports inclusion of ECON 239 Economics of Sports in the program.

If you have any other questions, please let me know.

Thank you,

Nicholas Karatjas, Chairperson
Department of Economics

----- Original Message -----

Subject:Sport Management Minor
Date:Wed, 23 Oct 2013 17:09:56 -0400
From:Joshua Castle <j.l.castle@iup.edu>
To:<KARATJAS@iup.edu>
CC:<eblair@iup.edu>

Dear Dr. Nicholas Karatjas:

The Sports Management Program in the Health and Physical Education Department (HPED) is currently proposing a Minor in Sport Management. Our college curriculum committee has requested that we expand our list of controlled electives by one course. Our program felt that ECON 239-The Economics of Sport, would be the best fit for the minor. It is our belief that some of the students, both inside and outside your department would be interested in pursuing this minor and ECON 239 would be a great benefit. Sport continues to be a growing industry on a global level. The minor in Sport Management will allow students who are pursuing other majors to prepare for a career in the sport industry, allowing them to be more marketable and expand their possibilities for employment. Listed below is the minor that the program will be proposing.

Minor-Sport Management

18

Required Courses:	12
HPED 292 Introduction to Sport Management	3cr
HPED 320 Managing Facilities & Events in Sport	3cr
HPED 445 Business Practices in Sport	3cr
HPED 460 Law and Issues in Sport	3cr
Controlled Electives:	6
<i>Choose Two of the Following:</i>	
ECON 239 Economics of Sport	3cr
HPED 335 Athletic Coaching	3cr
HPED 351 Managing Budgets & Technology in Sport	3cr
HPED 493 Internship	3cr

If you support the Sport Management Minor and support ECON 239's inclusion in it, please respond in via email stating that you support this proposal. If you have any questions or concerns regarding this minor please contact me via email or by phone 357-6248. Thank you for your time.

Joshua Castle, Ph.D
 Health & Physical Education Department
 238 Zink Hall
 Indiana University of Pennsylvania
 Indiana, PA 15701
 724-357-6248

Joshua Castle

From: Ramesh Soni <rgsoni@iup.edu>
Sent: Wednesday, October 16, 2013 5:54 PM
To: 'Joshua Castle'
Subject: RE: Minor in Sport Management

My department will support your program. Best wishes,
rgs

Ramesh G. Soni, Ph.D., Chair & Professor, Management Dept, 304A Eberly COBIT (IUP) Indiana, PA 15705 USA Ph. 724 357 7786; Fax 724 357 5743	Office Hours for Fall '13: Tue/Thurs: 10:50-11:50; Wed: 9—noon* * Oct 30, and Dec 4: Office hours will be from 9 to 10:30am ; make office hours will be on Friday from 10:30 to Noon of that week.
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From: Joshua Castle [<mailto:j.l.castle@iup.edu>]
Sent: Wednesday, October 16, 2013 1:26 PM
To: Ramesh.Soni@iup.edu
Subject: Minor in Sport Management

Dr. Soni:

I was just wondering if you had a chance to discuss the Sport Management Minor proposal with your department? Our program is trying to move the proposal forward and we are just looking for letters of support. If you need any further information regarding the minor or have any questions please feel free to contact me. Thank you for your time.

Joshua Castle, Ph.D
Health & Physical Education Department
238 Zink Hall
Indiana University of Pennsylvania
Indiana, PA 15701
724-357-6248

Joshua Castle

From: Jeffrey A Miller <jmiller@iup.edu>
Sent: Friday, August 09, 2013 1:42 PM
To: Joshua Castle
Subject: Re: Minor in Sport Management

I support this minor and believe there to be interest in it from Hospitality Management students.

Jeffrey A. Miller
Chairman
Assistant Professor
Department of Hospitality Management
16 Ackerman Hall
724-357-2626

On Fri, 9 Aug 2013 11:14:56 -0400

"Joshua Castle" <j.l.castle@iup.edu> wrote:

>Dear Department Chair or Program Coordinator:

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>The Sports Management Program in the Health and Physical Education
>Department (HPED) is currently proposing a Minor in Sport Management.
>Part of the proposal is obtaining letters of support from interested departments
>or programs outside of the Sport Management Program. All of the courses
>within this minor are taught by Sport Management faculty in HPED. It
>is our belief that some of the students within your department would be
>interested in pursuing this minor. Sport continues to be a growing
>industry on a global level. The minor in Sport Management will allow
>students who are pursuing other majors to prepare for a career in the sport industry, allowing them to
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>Minor-Sport Management

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> HPED 445 Business Practices in Sport

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> HPED 460 Law and Issues in Sport

>3cr

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> Controlled Electives:

>6

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> Choose Two of the Following:

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> HPED 335 Athletic Coaching

>3cr

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> HPED 351 Managing Budgets & Technology in

>Sport 3cr

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> HPED 493 Internship

>3cr

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>If you support the Sport Management Minor, please respond in via email

>stating that you support this proposal. If you have any questions or

>concerns regarding this minor please contact me via email or by phone

>357-6248. Thank you for your time.

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>Joshua Castle, Ph.D

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>Health & Physical Education Department

>

>238 Zink Hall

>

>Indiana University of Pennsylvania

>

>Indiana, PA 15701

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>724-357-6248

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Joshua Castle

From: Madeline Paternostro Bayles <mpbayles@iup.edu>
Sent: Friday, August 09, 2013 9:11 AM
To: j.l.castle@iup.edu
Subject: Minor in Sport Management

Josh,

The Exercise Science group is very happy to support a minor in Sport Management. I expect it to be very popular with the undergraduate Exercise Science students. If there is anything else you require, please let me know.

Thanks!

Dr. Madeline Bayles
Coordinator, Exercise Science Program

Joshua Castle

From: Madeline Paternostro Bayles <mpbayles@iup.edu>
Sent: Wednesday, August 07, 2013 11:15 AM
To: Joshua Castle
Subject: Re: Minor in Sport Management

an email of support from Exercise Science which should be fine for UWUCC.

On Wed, 7 Aug 2013 10:55:37 -0400

"Joshua Castle" <j.l.castle@iup.edu> wrote:

> What did you send to Emily?

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>From: mpbayles [mailto:mpbayles@iup.edu]

> Sent: Wednesday, August 07, 2013 10:48 AM

> To: Joshua Castle

> Subject: RE: Minor in Sport Management

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> Already sent to Emily Josh

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> Sent from my Verizon Wireless 4G LTE smartphone

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> ----- Original message -----

>From: Joshua Castle <j.l.castle@iup.edu>

> Date: 08/07/2013 9:50 AM (GMT-05:00)

> To: David.Lorenzi@iup.edu, Madeline Paternostro Bayles

><mpbayles@iup.edu>,"Jose E. Rivera"

><jose.rivera@iup.edu>,gpkline@iup.edu,affaneh@iup.edu,rgsoni@iup.edu,bh

>agat@iup.edu,mark.piwinsky@iup.edu,sshiring@iup.edu,Nicholas.Karatjas@i

>up.edu,michele.papakie@iup.edu

> Subject: Minor in Sport Management

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> Health & Physical Education Department
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> 238 Zink Hall
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> Indiana University of Pennsylvania
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> Indiana, PA 15701
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> 724-357-6248
>
>
>

Joshua Castle

From: Michele Renee Papakie <zkyn@iup.edu>
Sent: Thursday, August 08, 2013 7:49 PM
To: Joshua Castle
Cc: Lauber, Erick J; Mukasa, Stanford G; randyj@iup.edu; Loomis, David O; lcvest@iup.edu
Subject: Re: Minor in Sport Management

Hi, Dr. Castle.

I definitely support this minor, and I think the rest of the journalism department faculty would, too (please chime in, j-department faculty, if I've spoken out of turn). We have many j-students interested in pursuing a sports-writing or sports PR career.

If you're interested, Dr. Castle, let's talk about developing some kind of collaborative course. I'm always up for creative ways to break out of our silos!

Also, please recommend a journalism minor to any of your sport management majors. It never hurts to have some writing/communication/PR skills in their back pockets as they head out into the wide world of sports. ;)

Here's a link to the information regarding our minor: <http://www.iup.edu/page.aspx?id=37873>

Thanks, and good luck with your minor! I'll pitch it to all of my sports enthusiasts.

Dr. Michele Papakie
Associate Professor/Chairwoman
Journalism Department

On Wed, 7 Aug 2013 09:50:32 -0400

"Joshua Castle" <j.l.castle@iup.edu> wrote:

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