

Dear students,

I hope this course will be one of the most enjoyable and challenging courses of your college career. The goal of this course is to help you learn more about yourself and how you can effectively lead others in pursuit of recreation and leisure. It will be challenging because you will have responsibility for real live participants....and you will be asked to explore your own thoughts and feelings about leadership.

My goals in this class as your teacher are to: expose you to basic content and then give you the opportunity to put that content to use so that **you can learn** it.

My content goals for you as a learner are that you will take advantage of the opportunities in this class to:

1. Understand the role and content of leisure programs and services. (8.12, 8.16)
2. Organize and conduct leisure programs and services in a variety of settings and with a variety of populations. (8.16)
3. Understand group dynamics and be able to use various leadership techniques and strategies to enhance leisure experiences for all populations, including those with special needs. (8.12, 8.19)
4. Understand and use leisure resources to facilitate participant involvement (8.12, 8.20)
5. Understand, and demonstrate the ability to facilitate, the concept of leisure lifestyle for continued individual development and expression throughout the human life span. (8.18)
6. Understand and be able to analyze programs, services and resources in relationship to participant needs and requirements. (8.12, 8.21, 8.22)
7. Formulate, plan, implement, and evaluate goals and objectives for leisure programs and services (8.28)
8. Understand the role of budgeting in program planning, and have the ability to construct a budget for a specific leisure program. (8.33)
9. Understand the techniques and strategies used to market specific leisure programs and services. (8.29)
10. Understand the principles and procedures used to evaluate leisure programs, services, resources, areas, and facilities. (8.23, 8.24, 8.27)
11. Understand the basic principles of risk management planning, and demonstrate the ability to develop a risk management plan for a specific leisure program. (8.40)

*The numbers in parentheses refer to the curriculum accreditation standards of the American Association of Leisure and Recreation/ NRPA.

My goals for you in your life and profession are that you will participate fully so that:

- So that when you are asked to present your ideas and talk to colleagues, participants, funders and lawmakers, you will feel confident and prepared.
- So that when you approach decisions, you will be able to look for the connections between your experience, existing information, and new information you can generate in order to make better decisions.
- So that when you are leading organizations, you will be able to recognize the interconnectedness of recreation, research, and society and consider it.
- So that when you are applying for internships and jobs, you will have tangible skills to discuss in your interviews and the confidence to use them effectively.

I'm looking forward to the adventure!

RLST 2800 Programming in Leisure Services

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Telephone: 542-4332	Class hours: TTh 9:30-10:45
Classroom: 203 Ramsey Center	Office hours: M 6-6:30, T 1:15-2:00
E-mail: gpowell@coe.uga.edu	Other times by appt: 30% of my time is research
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TA: John Paul McNeal jpmcneal@uga.edu (OH: Mon 10-11)	

Course Description: (from UGA Bulletin) A comprehensive approach to leisure programming. Emphasis on elements of program planning and organization, leadership, and supervision.

Required Textbooks, Materials, and Fees

DeGraaf, D.G, Jordan, D.J. & DeGraaf, K.H. (1999). Programming for Parks, Recreation, and Leisure Services: A Servant Leadership Approach. State College, PA: Venture Publishing.
_ day Group Initiative Course (fee \$12)
Liability Insurance (available for \$7 from www.pageinc.org)

Attendance and Due Dates: Attendance will be taken on a regular basis and reinforced by in-class quizzes, activities, discussion and skill development. There is a strong connection between class attendance and comprehension of material and grade performance. Make-up and acceptance of late work will be allowed for excused absences only. Excused absences must be cleared with the instructor in advance (e-mail/phone message acceptable), unless documentation is provided after an unexpected illness/emergency. Make-ups for any assignment, test, quizzes that are collected or occurs during the class meeting will not be allowed for an unexcused absence. In the case of an excused absence, the paper or a make-up written assignment for in-class activities is due the next class week. All assignments must be turned in at the beginning of class; otherwise, they will be considered late. Late assignments will result in automatic lowering of the grade 10% for each 24-hour period. This course requires a significant out-of-class time commitment. If you will be unable to complete an out-of-class assignment, you need to notify the instructor by September 7, so that an alternative assignment can be developed. Students who do not notify me by that time are accountable for the assignments as designed in this syllabus.

Written assignments: All assignments are to be TYPED, 1-inch margins, 12-point font, follow APA formatting guidelines (double-spaced, in-text references, reference list). Spelling, grammar, and formatting mistakes will count against the overall grade of the assignment. Whenever a draft assignment is due, you need to keep the copy with comments on it and turn it in with the final version of the paper. Final paper grade will be reduced by 30% if draft missing.

Academic Integrity: "Academic honesty is vital to the very fabric and integrity of UGA. All students must comply with an appropriate and sound academic honesty policy and code of honest behavior (p37-38 Undergraduate Bulletin)." "All students are responsible for maintaining the highest standards of honesty and integrity in every phase of their academic careers. The penalties for academic dishonesty are severe and ignorance is not an acceptable defense (A Culture of Honesty)." All academic work must meet the standards contained in "A Culture of Honesty." Each student is responsible to inform themselves about those standards before performing any academic work. See: www.uga.edu/ovpi

Special Needs: Any student with special needs should speak to the instructor the first week of class. Every effort will be made to effectively accommodate disabilities and special needs.

Criminal Background Check: Each student will be required to undergo a criminal background check in order to participate in the Recreation Programs. I will not know the nature of anything discovered, but will simply be notified that a particular student is not able to participate. An alternative assignment will be developed that does not require contact with the public.

Grading Scale: A:89-100 (exceptional); B 79-88 (excellent); C 69-78 (average); D 59-68; F 59↓
Incomplete can only be assigned if you talk with me at least 1 week prior to the last day of class.

Course Assignments (more details will be given in class)

Quizzes (20%) and Content Midterm Exam (20%): Due to the nature of the class and the integration of content and application to work-place scenarios, it will be important to gain an understanding of the content quickly and at a steady pace. Frequent quizzes will be used to help you stay accountable for the assigned reading. The lowest quiz grade will be dropped (if class is missed, a score of zero will be entered). If the absence is excused, the make-up quiz will be a detailed summary of the reading material assigned for that day. It must be submitted within one week of the date missed or it will not be accepted. The content midterm exam will take place in less than one month...so start now!! Peer Feedback will occur throughout the semester and will count as 9 point quizzes.

Comprehensive Program Plan and Critique (40%): This project is a comprehensive learning activity that will span the entire semester. This exercise will give you a realistic experience of what it is like to plan and implement recreation programs. In addition, you will work in a group experience much like ones they will encounter in the work world. You have the option to turn in this written assignment individually or as a group (if you plan to turn it in individually, you must notify me two weeks prior to the due date). You will select one of four pre-arranged projects to plan, implement, and evaluate a recreation special event. The written comprehensive program plan and critique must address at least the following components:

Part One: Description of the agency (e.g., brief history, location, contact info, mission and goals); Timeline; Needs Assessment Plan

Part Two: Needs assessment results; Rationale for the program; Program goals and objectives; Target Populations for the program; Inclusive adaptations; Evaluation plan

Part Three: Program Environments; Risk Management; Scheduling; Staffing; Program Budget

Part Four: Pricing; Program Promotion/Marketing; Evaluation Results; Recommendations for future implementation of program

In addition, you will need to serve as “staff” for one other group’s program.

Final Exam (10%): The final exam will be cumulative with the goal to integrate the content and practical aspects of the course.

Group Initiative Course & Reflection (5%): Participate as a class, then write a short reflection.

Course Reflection Paper (5%) The purpose of this paper is for you to reflect upon and analyze your integration of course concepts in relationship to the class project and how the project relates to the course. Use specific examples throughout the paper to clarify your points. You should insightfully include a 7-10 course concepts, **boldfaced** or underlined, to enhance your analysis. Your reflection should be between 4-5 pages, typed, double-spaced, 1-inch margins, 12 point font. No title page needed, but feel free to have a creative title for your paper. Be sure to use essay format (introduction, main paragraphs, conclusion) with professionalism in the writing style and presentation.

DAY	DATE	CLASS TOPIC	ASSIGNMENT DUE
Foundation for Conceptual Thinking and Problem-Solving			
Th	Aug 19	Introductions and Foundations for Conceptual Thinking	
T	Aug 24	Putting all the project pieces together (last drop/add)	Read syllabus and academic honesty policy Ch. 1 and Ch. 2 and Ch. 14; Quiz
Program Organization			
Th	Aug 26	The Programmer, Program Leadership	Ch. 11 and Ch. 3 and Ch. 6; Quiz
T	Aug 31	Planning, Philosophy, Needs Assessment	Ch. 4 and Ch. 5; Quiz
Th	Sept 2	Program Organization, Risk Management	Ch. 7 and Ch. 10; Quiz
T	Sept 7	Program Evaluation, Promotion, Pricing	Ch. 8 and Ch. 9 and Ch. 12; Quiz
From Theory to Practice			
Th	Sept 9	Departmental Staff Meeting	Part One & Quiz
T	Sept 14	Group Initiative: Lake Herrick 9:30-12:15	3850 not held this day
Th	Sept 16	Site Visits	Be at your site by 9:40, tour and ask questions
T	Sept 21	Program Planning	Quiz on site visit
Th	Sept 23	Content Final Exam	Class and course material
Crunch Planning Time			
T	Sept 28	RLST 3850	2800 not held this day
Th	Sept 30	Program Planning for Lab and Class	Part Two, Quiz
T	Oct 5	Departmental Staff Meeting	
Th	Oct 7	Final Trouble-shooting and Planning	Part Three, Quiz
Project Implementation			
T	Oct 12	RLST 3850	2800 not held this day
Th	Oct 14	RLST 3850	2800 not held this day Withdrawal deadline tomorrow
T	Oct 19	On-site project at Lay Park	RLST 3850 not held this day
Th	Oct 21	On-site project at Lay Park	RLST 3850 not held this day
T	Oct 26	On-site project at Lay Park	RLST 3850 not held this day
Th	Oct 28	Fall Break!	
T	Nov 2	RLST 3850	2800 not held this day
Th	Nov 4	RLST 3850	2800 not held this day
What did we learn? How do we apply it in the future?			
T	Nov 9	De-briefing	Part Four, Quiz
Th	Nov 11	Presentations	
T	Nov 16	Presentations	
Th	Nov 18	Presentations	
T	Nov 23	Applications to internships and careers Course evaluation and recommendations	Reflection paper due
Th	Nov 25	Happy Thanksgiving!	
T	Nov 30	Departmental Staff Meeting: Performance Review	Final Group Report due, Quiz
Th	Dec 2	Recognition: Share successes & growth	
T	Dec 7	Friday class schedule	2800 not held this day
Th	Dec 9	Wrap-up and resume polishing	
Th	Dec. 16	Final Exam 8-11 am	

The course syllabus is a general plan for the course; deviations will be announced in class and communicated through e-mail. **It is your responsibility to check the e-mail account you provided at least twice a week.**