

**University of North Carolina at Greensboro
Department of Exercise and Sport Science**

ESS 464 Administration of Physical Education and Athletics

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Course Objectives:

- A. Understand the nature, scope, and skills of administrative roles associated with leadership positions in physical education and sport.
- B. Examine physical education and athletic program philosophies and goals.
- C. Examine effective approaches to the group decision-making process.
- D. Demonstrate the ability to exercise sound judgment of legal considerations when planning for and implementing physical education and athletic programs.
- E. Utilize proper procedures for effective scheduling and budgeting of physical education and athletic programs.
- F. Relate the evaluative process to the program, administrators and teachers / coaches.
- G. Explore administrative issues specific to physical education and athletics.

Reference Text(s) and/or Readings:

Horine, Larry. (2004). Administration of physical education and Sport Programs. (5th ed.). New York, NY: McGraw Hill.

Course Outline:

- A. The nature and philosophy of administration
 - Role and responsibilities
 - Administrative skills
 - Administrative styles
 - The group decision-making process
- B. The Physical Education Program
 - Philosophy and Mission
 - Curriculum
 - Practices
 - Instructional and Administrative Issues
- C. The Athletic Program
 - Philosophy and Mission
 - Equity
 - Administrative Issues and Trends

- D. Administration and the Law
 - Legal Terminology
 - Planning for Lessons and Practices
 - Risk Assessment and management
- E. Management of Equipment and Facilities
 - The Purchasing process
 - Maintenance and care
- G. Management of Finances
 - Sources of funds
 - Budget preparation
- H. The Evaluation Process
 - Student / Athlete
 - Administrator / Athletic Director
 - Teacher/Coach
 - Program

Criteria for Evaluation of Student Performance

- 10% 1. **Prepare** for class by completing readings;
Contributing to class discussions and listening actively;
- 20% 2. **Written Exam** on the following sections of the course:
 - a) Nature and philosophy of administration
 - b) The physical education and athletic programs
 - c) Legal liability
- 10% 3. **Philosophy statement**
Write a professional philosophy statement that conveys your beliefs about teaching/coaching physical education/sport or directing community youth sport development programs.
- 15% 4. **Scheduling assignment**
Develop a one semester class schedule for a secondary school physical education department. A handout with program, staff and facility parameters will be provided.
- 15% 5. **Equipment requisition assignment**
Requisition \$5000.00 of equipment following appropriate purchasing policies and provide a brief rationale justifying your selections.
- 15% 6. **Interview assignment**
Interview a middle school, high school or college coach about administrative responsibilities. Sample questions for the interview will be distributed.
- 15% 7. **Paper and Discussion**
Select an issue or problem in the teaching/coaching profession that is a topic of discussion or controversy. Research the issue and share your findings, leading a class discussion on the topic.