**Planning, Designing, and Maintaining**

**Recreation, Park, Leisure, and Sport Facilities and Areas**

**RECR 4180, Spring 2012**

University of North Texas

Department of Kinesiology, Heath Promotion, and Recreation

**Fridays - 10:00 a.m.- 12:50 p.m.**

**PE Building - Room 216**

**Professor: John Collins**

Office Hours: PE Building - Room 210-Q

Mondays - 3:30 p.m. to 5:00 p.m.

Tuesdays – 12:30 p.m. to 1:30 p.m.

Wednesdays – 3:30 p./m. to 5:00 p.m.

Thursdays – 12:30 p.m. to 1:30 p.m.

or by Appointment: (940) 565-3422

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**I. Purpose:**

The purpose of this course is to provide the students with the basic knowledge and abilities necessary to plan, develop, operate, and maintain a variety of park, recreation, and sport relates areas and facilities. Students will be introduced to principles and practices related to planning capital development projects which includes: master planning, facility design and construction, ADA’s relevance to capital projects, and maintenance principles and practices

**II. Objectives:**

Upon satisfactory completion of this course, the students will be able to:

1. understand the impact of the built environment on quality of life;

2. implement the master planning process;

3. conduct a needs analysis;

4. understand the components related to a feasibility study;

5. understand financing strategies;

6. understand the facility planning process;

7. understand the bidding process;

8. understand the design and assessment of playgrounds;

9. apply the Americans With Disabilities Act to facility planning;

10. understand principles of maintenance;

**III. Readings:**

Course materials will either be handed out with lectures or available on the course web-site

**IV. Performance Evaluation:**

**Assignment I** will require the student to supervise the PEB and Bahnsen Gym facility operations during a planned (Denton Youth Basketball – DYB) sporting event on the UNT campus.

**Assignment II** will require the student to pair up with another student and develop an opening and closing procedure manual for the PEB and Bahnsen Gym BYB sporting event.

**Assignment III** will require the student to develop a joint facility use agreement contract between two parties.

**Assignment IV** will require the student to estimate the number of staff needed to maintain a recreation/sport facility.

**Assignment V** is a community service project that will be announced

**Quizzes**

**Participation**

**V. Grading Scheme:**  **Percent:**

Assignment I – Facility Event Operations 5

Assignment II – Facility Operations Procedures Manual 10

Assignment III – Joint Facility Use Agreement Contract 5

Assignment IV – Staff Maintenance Estimation 10

Assignment V – Community Service Project 5

Quizzes 60

Participation 5

**VI. Grading Scale**:

A = 100-90 **Excellent** - Far exceeds expectations.

B = 89-80 **Good** - Meets and often exceeds expectations.

C = 79-70 **Fair** - Meets and sometimes falls below expectations.

D = 69-60 **Poor** - Often falls below expectations.

F = 59-00 **Unsatisfactory** - Does not meet expectations.

**VII. Class Policies:**

The course will be governed by all policies described in the ***Faculty Handbook***, the ***Student Guidebook***, and the ***Undergraduate Catalog*** of the University of North Texas.

**Attendance:**

All students are expected to conduct themselves in a professional manner. To receive maximum benefit from this course students are expected to attend all classes.

**Classroom Etiquette:**

Please remember to turn off all phones and beepers before entering the classroom. When you are in the classroom, your attention is to be given to the person speaking, so keep personal chat to a minimum, eating is allowed as long as it is not distracting, and sleeping or doing other projects while in class will adversely effect your grade in this course, in multiple ways.

**Assignments:**

Assignments must be turned in at the beginning of class on the due date. All assignments must be **typed using a word processor computer program, doubled spaced, and 12-point font.** Professional "quality" for each of the assignments is the standard. A deduction in grading will occur for sloppiness, poor grammar, and spelling and typographical errors. **Assignments turned in late will require the student to complete an additional assignment before credit will be allowed for the original assignment.** The instructor will determine the terms and content regarding the additional assignment on a case-by-case basis.

**Quizzes and Examinations:**

If you arrive late to take a test and one or more students taking the test have already finished and/or left the room, you will not be allowed to take the test and will receive a zero (0) grade for that test. **Failure to return both the examination and scan form to the instructor before leaving the classroom will result in a zero (0) grade for the test.**

**Make-up exams will not be given** unless a documented emergency has occurred. To claim an emergency situation, legitimate proof regarding the situation is needed prior to arranging for a make-up exam. Please see the instructor for clarification of appropriate documentation required. This valid **documentation must be provided within 7 consecutive days** past the scheduled test date or the emergency excuse becomes invalid.

**Academic Dishonesty:**

Cheating will not be tolerated in the class. You are not to receive information from another student or give information to another student during a test or quiz. You are to use only your memory during examinations. Students caught cheating during an examination will be charged under the University's Code of Student Conduct. Among other punishments, students found guilty run the risk of having their score changed to a zero, receiving a grade of “F” for the course, and/or dismissal from the University.

**VIII. Americans with Disabilities Compliance:**

The Department of Kinesiology, Health Promotion, and Recreation does not discriminate on the basis of disability in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities, as specified by federal laws and regulations. The designated liaison of the Department is Dr. Chwee Lye Chng, Physical Education Building, Room 209, 565-2651. Copies of the Department of KHPR ADA Compliance Document are available in the Chair’s Office, Physical Education Building, Room 209. Copies of the College of Education ADA Compliance Document are available in the Dean’s Office, Matthews Hall, Room 214.

**The student has the responsibility of informing the course instructor of any disabling conditions that will require modifications to avoid discrimination.**

**IX. Family Educational Rights and Privacy Act:**

Students have the right to expect their grades will be kept confidential. During this class it may be necessary for you to pass your assignments forward to the instructor or it may be necessary for the instructor to call your name and then return graded material to you by passing it across the room. The instructor, under the reasonable assumption guidelines, assumes students are collecting only their own materials. Every attempt will be made to keep your information confidential. Your signature indicates that you understand and agree to pass materials to and from the instructor via other students. Should you choose not to sign, you will have to personally meet with the instructor to submit and receive assigned material. **Neither your course grades nor grades for any assignment will be posted in a way that could result in your being identified by other students or faculty members.**

**X. Recreation and Leisure Studies Philosophical Statement:**

The Recreation and Leisure Studies faculty value leisure and recreation and believe in its diverse personal, community, and societal benefits. We also believe in an inclusive, holistic, and lifespan approach to leisure and recreation. Our program attempts to prepare students for professional service in an evolving and diverse world by addressing changing demographic, political, financial, and technological issues. As a team, the Recreation and Leisure Studies faculty, working with you, strive to create a student-oriented learning environment that lays a foundation to promote lifelong learning, effective human relations skills, critical thinking, problem solving abilities, and creativity.

**XI.** **Course Calendar:**

Assigned readings will prepare you for the material to be presented in the lectures. It is expected that **you will have read the assignment before class**. Please bring the syllabus to class each session to record any changes in topic or assignment.

**DATE TOPIC READINGS**

F 1-20 Overview, Requirements, Structure, Policies, and Assignments

Facility Trends Handout PowerPoint

F 1-27 Master Planning Blackboard

Needs Assessment Blackboard

F 2-3 Texas Trails Conference, San Antonio, TX – no-class

F 2-10 Financing Capital Projects Blackboard

F 2-17 Facility Planning Blackboard

F 2-24 ADA PowerPoint

Bidding PowerPoint

F 3-2 Texas Recreation and Parks Society Conference, The Woodlands, TX – no-class

F 3-9 Aquatic Facilities ` PowerPoint

Facility Operations and Procedures Blackboard

F 3-16 Playgrounds PowerPoint

F 3-23 **SPRING BREAK**!

F 3-30 National Intramural-Recreational Sports Association, Tampa, FL – no-class

F 4-6 Maintenance - Principles and Programs PowerPoint

F 4-13 Lighting PowerPoint

Trail Planning, Development, Construction, and Maintenance PowerPoint

F 4-20 Off-Campus Site Visit – Sports Complex TBA

F 4-27 Off-Campus Site Visit – Park Area TBA

F 5-4 Off-Campus Site Visit - Playground TBA

**F 5-11** **FINAL (10:00-12:00)**