



**SYLLABUS**  
**MANA 3310**  
**Managing Sports Organizations**  
**Summer 2020**

Instructor: Timothy Morgan, Ph.D.  
Course Dates: July 6<sup>th</sup> to August 8<sup>th</sup>  
Office Hours: By virtual appointment  
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### Course Materials

1. **Text – *Governance and Policy in Sport Organizations* by Mary Hums and Joanne Maclean**
  - a. 4<sup>th</sup> edition is strongly recommended
  - b. 3<sup>rd</sup> edition is acceptance and better than nothing (page references will be off)
2. **Canvas** - PowerPoint slides, mini video lectures, select articles, assignments, instructions will be posted on Canvas. Assignments will be submitted on Canvas or in class. You are responsible for monitoring announcements and emails online. Use the helpline for technical issues.

### Course Learning Modules

Each learning module details objectives specific to that topical area. All fit together to develop students' knowledge and skills about the overall conceptual space for the approach we are taking to Managing Sports Organizations. New modules will be revealed on a once-a-week basis. Please, let's learn together.

### Course Topics and Weekly Tasks Outline

For best results, complete the textbook reading, following tasks prior to the first class each week. Occasional pop quizzes will incentivize you to prepare ahead of time. Your ability to successfully participate in class discussions and activities will also depend on this preparation.

Week	Week #:	What to Do:
July 6-12	1	Modules 1-3, Quiz 1
July 13-19	2	Module 4-6, Quiz 2
July 20-26	3	Module 7-9, Quiz 3
July 27-Aug 2	4	Module 10-12, Quiz 4
Aug 3-Aug 8	5	Module 13-14, Quiz 5

### Grading

Category	Percentage of Total Grade
Response-Based Learning Activity Participation & Contribution	50%
Module Quiz Average (5 quizzes)	50%
	100%

## Response-Based Learning Activity Participation and Contribution (50%)

50% of your total course grade will be based on the amount and quality of participation in the learning activities that require your response (often in the discussion board section of Canvas). Regularly featured activities are “Walk in the Shoes of a Sport Manager” and “Share What You Think” about an issue or problem. Activities must be completed by the dates they are assigned, since they often involve interaction with others. No late submissions will be accepted. Since there are typically 2-3 per module, if you miss one or two by mistake, don’t sweat it, it will not kill your grade. Both the quantity and quality will be assessed.

### What is the purpose of this?

Interacting with your classmates through sharing your experiences and impressions related to the topics is an effective way to relate the coursework to you, and see how its knowledge may be applicable.

### What to do?

You are expected to participate in all the learning activities that require responses. Directions vary by activity. Follow the directions specifically.

### How long should a post be?

Most often 3-4 well-thought out sentences for each answer/reply is sufficient. Think quality, not quantity.

### When are response-based learning activities due?

To fulfill the activity’s requirement each time, complete the requirements on time. No late submissions will be accepted. Deadline dates are posted within each learning activity. Don’t just look on the To Do list or Calendar, as only one deadline can be posted there, and it will be the final (Sunday) deadline.

In general...

If an activity requires you to respond to others...

- Your initial submission is due Thursday at 11:59pm
- Your reaction/reply to others submissions is due Sunday night at 11:59pm

If no responses to others are required...

- Your submission is due Sunday night at 11:59pm.

### How are these assessed/graded?

Both how often you participate and the quality of your responses will be assessed. Activities will intermittently assessed, meaning every activity will not be scored. Some will be graded for quality, some for completion, and some not at all, with no announcement prior to the assignment, similar to a work supervisor monitoring your work, whereby managers (hopefully) do not watch and record your every move; they check your work occasionally for quality, walk around to see if you’re on task other times, and at others trust you’re being conscientious and doing what needs to be done. Just as at work, complete each task with high quality and no need to worry about if/how you are being evaluated.

Here’s a **general rubric** for responses to response-based learning activities scored for quality.

0	1.5	2.5	3
Does not participate in any part of activity  OR  Response has nothing to do with what was asked	Provides insight that demonstrates <i>little/no</i> understanding of course content  Offers <i>no</i> justification (why?) for the opinion/position stated  Does not fully complete all parts of response	Provides insight that demonstrates <i>some</i> understanding of course content  Offers <i>little or illogical</i> justification (why?) for the opinion/position stated  <i>Considers</i> the thoughts of others by simply agreeing or disagreeing  Responds completely, but not necessarily clearly or efficiently	Provides insight that demonstrates <i>significant</i> understanding of course content  Offers <i>logical</i> justification (why?) for the opinion/position stated  <i>Considers and extends</i> the thoughts of other students, not just agree or disagree.  Responds completely, clearly (understandable) and efficiently (doesn’t ramble on and on)

### Helpful Hints: Responding to Others' Responses

NOTE 1: It is OK and even productive to the learning process to disagree with classmates. It is not OK to be disrespectful when doing so.

NOTE 2: When responding, note that quality responses can often include one the following thoughts:

- 1) I find what Susie said is interesting and why...
- 2) I agree/ don't agree with Jimmy, or I find this counterintuitive, based on prior understanding/ experience. Here is why I think the way I do.
- 3) This might have solved and/or has to do with a problem I heard about in the news currently.
- 4) This reminds me of the experience I had/observed where...the approach is (in)consistent with how the situation played out...Here's how it might have played out the same/ differently if x was followed/ ignored.

### Module Quizzes (50%)

#### What is the purpose of this?

5 quizzes will assess how much you can locate, understand and can apply course concepts. Module quizzes cover 3 modules, except for the last quiz which will cover only 2, and include multiple choice, multiple answer, and T/F questions on each of 3 module parts.

#### What to do?

Quizzes are more of a scavenger hunt (where you search for specific things in the readings and resources you previously read, and then apply them as an aspiring sport manager) than a traditional quiz/ test (where you recall what you've read from memory). They are to *help* you learn, as much as *evaluate* what you've learned.

#### What can I expect?

Quizzes are open book, open note, open Canvas, and you are encouraged to use those resources to do well. They are to be done individually.

#### How will this be assessed?

Points received divided by points possible. You will have **2** attempts on each quiz, with the highest score being recorded in the gradebook.

## Class Policies

### Academic Dishonesty and/or Impropriety Policy

Please review the university policy and uphold the code of honor. No form of academic misconduct will be tolerated. The University has a strict code for cheating and students should refer to the Student Code of Conduct to understand the consequences. University policy will be followed if a student is caught cheating.

Any student who engages in any form of cheating, including plagiarism, or working together on online quizzes and exams designed to be students' independent work will receive a grade of F in the course. Software now easily detects when students work together and answer similarly on exams, and/or duplicate others writing and passes it off as their own. Please don't put yourself through the embarrassment and the department the hassle of disciplining you for academic dishonesty.

Plagiarism-- to take and pass off as one's own the ideas, writings, etc. of another without giving credit to them via a citation/reference. You do not need to cite the textbook when you write for this course.

### Withdrawal Dates

Last day to withdraw from one or more courses is reflected in the Academic Calendar.

### Make-up Procedure

If you must miss a quiz, you must make every effort to contact me before the quiz. Failure to do so may result in a zero for that quiz. Make-up quizzes, if allowed, must be taken within a week of the scheduled quiz.

### Completing Assignments – Late Policy

- Response-based Learning Activities
  - o No extensions or late credit will be given. No need to ask.
- Module quizzes
  - o You may complete a quiz up to 2 days late for reduced credit. A 10% deduction for each day it is late up to 2 days late. After this, the quiz/assignment will no longer be accepted for any amount of credit. The exception is the final quiz and the last day of class. They cannot be completed late.
  - o You must e-mail Dr. Morgan if you'd like to take a quiz during the late period.
- **Uh-Oh! Pass**
  - o Because sometimes life or technical difficulties happen, you will receive one "Uh-Oh" Pass. This allows you to turn in a quiz one day late with no penalty. To use this pass, you must e-mail Dr. Morgan through Canvas that you are using your Uh-Oh Pass.

### Communication

Please utilize Canvas Support for Canvas issues and Dr. Morgan for course content and assignment related questions. Use the Canvas mail app for faster responses and expect a response in 24 hours.

### Exams

The Soules College of Business is pleased to offer courses online in an asynchronous environment in order enhance their accessibility. In order to preserve academic integrity in these online courses, we observe the following testing policy.

- 1) Classes offered online may have up to two tests/examinations offered in a proctored setting.
- 2) These proctored exams should have meaningful impact on a student's grade in class.
- 3) Exams administered online should be proctored live using a UT Tyler approved proctoring service.
- 4) Students must register for the proctoring service using information provided by the instructor (on Canvas).
- 5) Exam proctoring will be at no cost to the student provided that the exam is scheduled in a timely manner per the course instructions. Students may be billed for cancelling or rescheduling an exam per the provider's fee schedule.

NOTE: There are no exams in this class. Quizzes will not be monitored using a proctored testing service.

## College of Business STATEMENT OF ETHICS

The ethical problems facing local, national and global business communities are an ever-increasing challenge. It is essential the College of Business and Technology help students prepare for lives of personal integrity, responsible citizenship, and public service. In order to accomplish these goals, both students and faculty of the College of Business and Technology at The University of Texas at Tyler will:

Ensure honesty in all behavior, never cheating or knowingly giving false information.

Create an atmosphere of mutual respect for all students and faculty regardless of race, creed, gender, age or religion.

Develop an environment conducive to learning.

Encourage and support student organizations and activities.

Protect property and personal information from theft, damage and misuse.

Conduct yourself in a professional manner both on and off campus.

## University Policies

### UT Tyler Honor Code

*An honorable man, impoverished though he may be in talent, cannot fail to attain success and high standing in the eyes of the world. A dishonorable man, though he is possessed of a multitude of abilities, cannot hope to escape for long the condemnation of his fellow men. –Robert Wood*

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

### Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link:

<http://www.uttyler.edu/wellness/rightsresponsibilities.php>

### Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at

<http://www.uttyler.edu/about/campus-carry/index.php>

### UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors.

Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products.

There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit [www.uttyler.edu/tobacco-free](http://www.uttyler.edu/tobacco-free).

### Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. (the Census Date is noted in the academic calendar) Grade Replacement Contracts are available in the Enrollment Services Center or at

<http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

### **State-Mandated Course Drop Policy**

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).

Exceptions to the 6-drop rule may be found in the catalog. Petitions or exemptions must be submitted to the Enrollment Services

Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

### **Disability/Accessibility Services**

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources

(SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.utt Tyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

### **Social Security and FERPA Statement**

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

### **Student Standards of Academic Conduct**

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

- i. "Cheating" includes, but is not limited to: copying from another student's test paper;



using, during a test, materials not authorized by the person giving the test; failure to comply with instructions given by the person administering the test; possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed “crib notes”. The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test; using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program; collaborating with or seeking aid from another student during a test or other assignment without authority; discussing the contents of an examination with another student who will take the examination; divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student; substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment; paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program; falsifying research data, laboratory reports, and /or other academic work offered for credit; taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially.

- ii. “Plagiarism” includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another’s work and the submission of it as one’s own academic work offered for credit.
- iii. “Collusion” includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.
- iv. All written work that is submitted will be subject to review by plagiarism software.

### **UT Tyler Resources for Students**

UT Tyler Writing Center (903.565.5995), [writingcenter@uttyler.edu](mailto:writingcenter@uttyler.edu)

UT Tyler Tutoring Center (903.565.5964), [tutoring@uttyler.edu](mailto:tutoring@uttyler.edu)

The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.

UT Tyler Counseling Center (903.566.7254)

### **Changes to the Syllabus**

The above constitute the tentative plan and procedures for this course. Should circumstances necessitate veering from this plans in the judgement of the instructor, a class vote will be held with majority rule counting as the course of action. Should the majority decision not fit your needs, consult the instructor.