

**GEORGE MASON UNIVERSITY**  
**School of Recreation, Health, and Tourism**  
**PRLS 310 – Program Planning and Design**  
**Spring 2011**

**DAY/TIME:** M 7:20-10:00 PM                      **LOCATION:** STI 206  
**INSTRUCTOR:** Jennae Duarte, C.T.R.S.                      **EMAIL ADDRESS:** [Jduarte1@gmu.edu](mailto:Jduarte1@gmu.edu)  
**OFFICE HOURS:** By appointment                      **PHONE NUMBER:** 703-541-8314

**PREREQUISITE:** PHED 200, PRLS 210, SPMT 201, or TOUR 200

**COURSE DESCRIPTION:**

Fundamental principles and techniques of the planning process for health, fitness, and recreation programs. Covers specifying an area of need; goals, objectives, and mission statement; generating solutions; and selecting a program design for implementation.

**COURSE OVERVIEW**

Using theoretical models, students will design a written plan that outlines all of the programs to be accomplished in **(a) twelve activities** using **(b) ten program classifications** with the “**Health and Wellness Weekend**” as the theme *of at least (c) fourteen hours in length*. It will be designed as if it would occur in the future on the Fairfax Campus and incorporate **(1)** the Johnson Center; **(2)** Patriot Center; **(3)** Aquatic and Fitness Center; **(4)** Student Unions; **(5)** outside spaces; and **(6)** the Community Centers in Fairfax County. During the semester, you will also be required to volunteer/observe for a program of your choice and write up a program observation and report.

Based on lectures, the text, and outside sources, this course’s written program plan creates the beginning of a student major’s RHT portfolio. Each student will add to their portfolio's theme driven program plan throughout their future semesters' coursework, including core courses HEAL 323, PRLS 450, PRLS 460 and the 490-General Education synthesis internship course. The portfolio has provided validation to employers to hire both interns and employees.

Further, upon completion of this course, students will meet the following professional accreditation standards for NRPA Council on Accreditation:

|         |  |
|---------|--|
| 8.09    | Understanding of the roles, interrelationships, and use of diverse delivery systems addressing recreation, park resources, and leisure. <i>Develop an understanding of the public, private, profit, and not-for-profit delivery systems that address the leisure needs of the public, how they work together, and their importance.</i>  |
| 8.10    | Understanding of the importance of leisure service delivery systems for diverse populations. <i>Learn the impact of leisure service delivery systems on a wide diversity of populations, (i.e., mental, physical, aged, youth, multicultural etc.).</i>  |
| 8.13    | Understanding of the variety of programs and services to enhance individual, group, and community quality of life. <i>Learn the content and purpose of programs and services that relate to individual and group goals and values, benefits of the leisure experience, theories of programming, knowledge of participant behavior, and participant-driven programs that promote quality of life.</i> |
| 8.14:02 | Development of outcome-oriented goals and objectives. <i>Learn to develop outcome-oriented goals and objectives based upon formal needs assessment.</i>  |

|         |  |
|---------|--|
| 8.14:03 | Section and coordination of programs, events, and resources. <i>Learn the availability and accessibility of programs, resources and facilities; the social and physical environment of the setting within the greater community; and the integration and coordination with public, nonprofit and private sectors of programs within and outside the direct service area.</i> |
| 8.14:05 | Preparation, operation, and maintenance of venues. <i>Learn the aspects of planning, organizing, developing, and scheduling of routine, preventive, and emergency maintenance and operational tasks; managing of operational and maintenance personnel; and maintenance and replacement of equipment, natural resources, and structure and systems maintenance.</i>          |

**COURSE OBJECTIVES:**

At the completion of this core course towards a B.S. in Health, Fitness and Recreation Resources (HFRR) and Tourism and Events Management (TEM) in RHT students should be able to:

1. Formulate a personal programming philosophy.
2. Justify the Written Program Plan's benefits for participants after choosing program elements within their concentration/degree of either exercise science (kinesiology); health promotion; parks, outdoor, or therapeutic recreation; sport management; or tourism and events management.
3. Prepare measurable objectives relevant to their target participants and setting.
4. Accurately demonstrate in the Written Program Plan the responsibilities of a programming professional.
5. Complete a polished Written Program Plan for submission that can be used in future RHT courses, for documentation towards a 490 internship, and/or for professional placement.

**REQUIRED READING:**

Rossmann, J. Robert and Schlatter, Barbara E. (2008). *Recreation Programming: Designing Leisure Experiences* (Fifth Edition). Illinois State University: Sagamore Publishing.

**EVALUATION:**

|  |                     |
|--|---------------------|
| Three Exams (worth 75 points each)   | 225                 |
| Written <b>Health &amp; Wellness Weekend</b> Program Plan<br>for RHT Portfolio<br>(completed in teams to include an oral presentation) | 150                 |
| Program Observation and Report   | 30                  |
| Class Participation (paper/pencil class exercises, etc.)   | <u>45</u>           |
|  | 450 Points Possible |

**UNIVERSITY SNOW POLICY**

When there is a change in the university schedule due to inclement weather or other circumstances, the announcement will be made available on the university switchboard (703-993-1000), Arlington (703-993-8999) and Prince William campus (703-993-8350) information lines, and the university website (www.gmu.edu).

**Attendance Policy**

Mason Catalog: “Students are expected to attend the class periods of the courses for which they register. In-class participation is important to the individual student and to the class as a whole. Because class participation may be a factor in grading, instructors may use absence, tardiness, or early

departure as de facto evidence of non-participation. Students who miss an exam with an acceptable excuse may be penalized according to the individual instructor's grading policy, as stated in the course syllabus."

**There is NO make-up work.**

Accordingly, in this course, absences, tardiness, or early departure are considered de facto evidence of non-participation. Three tardies and/or early departures (including putting head on the desk and closing one's eyes) equal one absence. Three or more absences without advance permission or a doctor's note on letterhead will result in 0 points for Class Participation.

**If you miss a class, it is your responsibility to obtain class materials (notes, handouts, etc.) from sources other than the instructor.**

**GRADING SCALE**

**All assignments are due at 7:20 PM, the beginning of class on the assigned day. No late work will be accepted without a doctor's note on letterhead.** Written work is to be typed and spell checked to avoid point deduction. Tests must be taken on assigned days unless approved ahead of time and **no class participation make-ups** will be available. Ninety percent of the total points possible equal an A, eighty percent equals a B, seventy percent equals a C, sixty percent equals a D, and fifty percent equals an F in the course.



- Students must adhere to the guidelines of the George Mason University Honor Code [See <http://academicintegrity.gmu.edu/honorcode/>].
- Students with disabilities who seek accommodations in a course must be registered with the George Mason University Office of Disability Services (ODS) and inform their instructor, in writing, at the beginning of the semester [See <http://ods.gmu.edu/>].
- Students must follow the university policy for Responsible Use of Computing [See <http://universitypolicy.gmu.edu/1301gen.html>].
- Students are responsible for the content of university communications sent to their George Mason University email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students solely through their Mason email account.
- Students must follow the university policy stating that all sound emitting devices shall be turned off during class unless otherwise authorized by the instructor.
- Students are expected to exhibit professional behaviors and dispositions at all times.
- The George Mason University Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops and outreach programs) to enhance students' personal experience and academic performance [See <http://caps.gmu.edu/>].
- The George Mason University Writing Center staff provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support students as they work to construct and share knowledge through writing [See <http://writingcenter.gmu.edu/>].
- For additional information on the College of Education and Human Development, School of Recreation, Health, and Tourism, please visit our

**PRLS 310 Class Schedule Syllabus**

| DATE |          |    | TOPIC   | READINGS/ASSIGNMENT  |
|------|----------|----|---|--|
| M    | January  | 24 | Syllabus Presentation, Introduction to PRLS 310, discussion on assignments.   | Homework: Purchase Text and READ Chapters 1&2  |
| M    | January  | 31 | Chapters 1 & 2: Foundations for Programming and How Individuals Experience Leisure  | Homework: READ Chapters 3 & 4  |
| M    | February | 7  | Chapter 3 & 4: 6 Key Elements of a Situated Activity System & Outcome Based Programming                                   | Homework: READ Chapters 5 & 6<br>Decide on a recreation program to volunteer for. Turn in the name of the program in class February 14 <sup>th</sup> . |
| M    | February | 14 | Chapter 5 & 6: Developing Leisure Products & Using Goals and Objectives in Programming Development                        | <b>Bring a Scantron and pencil to class</b> Study for EXAM #1, Assignment: Develop Groups for Term Project.  |
| M    | February | 21 | <b>EXAM #1 on Chapters 1-6</b><br>Go through Project Outline in depth<br>Meet with your groups in class                   | Homework: READ Chapter 7   |
| M    | February | 28 | Chapter 7: Developing the Agency's Programming Mission  | Homework: READ Chapter 9<br>Assignment: 4 Program Design forms and bring to class (per group)  |
| M    | March    | 7  | <b>Due in Class: 4 Program Design Forms</b><br>Chapter 9: Obtaining Participant Input<br>Mandatory Team Meeting in Class; | Homework: READ Chapters 10 & 11  |
| M    | March    | 14 | <b>NO CLASS (Spring Break)</b>  |  |
| M    | March    | 21 | Chapter 10 & 11: Writing Program Design Goals & Program Design  | Homework : READ Chapters 12 & 13   |

| DATE |       |    | TOPIC  | READINGS/ASSIGNMENT  |
|------|-------|----|--|--|
| M    | March | 28 | Chapters 12 & 13: Creative Programming & Preparing the Program Plan  | Study for EXAM #2 and <b>bring Scantron to class</b>                           |
| M    | April | 4  | <b>EXAM #2 on Chapters 7-13 (no Chapter 8)</b><br>Chapter 14 & 15: Techniques for Program Promotion; Work in Groups on Program Plan. | Homework: READ Chapters 14 & 15  |
| M    | April | 11 | Chapter 16 & 17: Registration Procedures   | Homework: READ Chapters 16 & 17  |
| M    | April | 18 | <b>Due in Class: Volunteer Observation</b><br>Chapter 18: Developing a Program Pricing Philosophy; Work on Program Plans in class    | Homework: READ Chapters 18 & 19  |
| M    | April | 25 | Lecture: Determining Program Costs and Pricing Program Services; Work on Program Design Plans in class                               | Homework: Work on Finalizing Program Plans for presentation                    |
| M    | May   | 2  | <b>DUE in Class: Final Program Plans;</b> Group Presentations  | Homework: Study for FINAL EXAM (Chapters 14-18) <b>bring Scantron to class</b> |
| W    | May   | 11 | <b>FINAL EXAM Chapters 14–18 7:30PM</b>  |  |

*Note: Faculty reserves the right to alter the schedule as necessary.*

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