

GEORGE MASON UNIVERSITY
School of Recreation, Health, and Tourism
PRLS 405 (section 1) – Planning, Design, and Maintenance of Leisure Facilities (3 credits)
Spring 2011

DAY/TIME:	Monday, 1:30 – 4:10 PM	LOCATION:	Bull Run Hall 249
INSTRUCTOR:	Eric Legg	E-MAIL:	wlegg@gmu.edu
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OFFICE HOURS:	By Appointment	FAX:	703-228-1825

**CLASSMATE
CONTACTS:**

PREREQUISITES: PRLS 310 or permission of instructor, and 60 credits

COURSE DESCRIPTION: Covers quantity, location, and design standards for facilities. Includes safety, functionality, durability, and maintenance demand criteria in planning and design; programmatic and operational objectives to be met, including user comfort and convenience, crowd management, and traffic flow, and space relationships. Includes field study of local facilities.

COURSE OBJECTIVES

At the completion of this course students should be able to:

1. Describe the process for developing leisure facilities for a community.
2. Discuss the role of market analysis in facility planning and its importance in helping a facility realize its use and revenue potential.
3. Identify the factors of a site and facility design that have the greatest impact on the operation, revenue potential, and use of a variety of leisure and athletic facilities.
4. Function as a productive member of a leisure facility management team.

Further, upon completion of this course, students will meet the following professional accreditation standards for the *National Recreation and Park Association Council on Accreditation*:

- 8.11:01 Operating programs and services. Content to consider: How agencies are addressing inclusiveness within the operation of programs and services; including the policies, practices, philosophies, and benefits.
- 8.11:02 Design of areas and facilities. Content to consider: Location, environmental issues, populations to be served, programs to be housed, and fiscal and political implications of specific sites and settings.
- 8.12:01 Community development. Content to consider: The impact that program/plans will have on the immediate and surrounding communities, duplication of services, growth, and population(s) to be served.

- 8.14:05 Preparation, operation, and maintenance of venues. Content to consider: 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.
- 8.24 Ability to apply current technology to professional practice. Content to consider: Application of current technology separately and in integrated formats for professional practice. Examples of technology include the following: word processing, spreadsheets, database management, presentation and graphic software, and web page development. An example of applying current technology in an integrated format is the use of presentation software to include spreadsheet components.
- 8.25:01 Assessment. Content to consider: Social, environmental, and physical assessment and impact of the environment to determine its suitability for the development of recreational areas and facilities.
- 8.25:02 Planning. Content to consider: Basic planning models and principles as they relate to the development and construction of recreational areas/facilities.
- 8.25:03 Functional Design. Content to consider: Principles of functional design to maximize participation while maintaining a sound environment.
- 8.25:04 Evaluation. Content to consider: Principles and procedures for evaluating the appropriateness and functionality of a recreation area/facility.
- 8.25:05 Operation and maintenance. Content to consider: Basic operation and maintenance principles and procedures as they relate to the operation of a recreation area/facility.
- 9A.02 Understanding of and ability to utilize current technology for the management of leisure services, including organizing, marketing, implementing, and monitoring these services.
- 7B.04 Understanding of and ability to apply both traditional and innovative management, including development of budgets for operations and capital improvements, revenue generation and accountability, pricing of services, cost analysis and financial forecasting.
- 9B.07 Understanding of the principles of land-use planning, including identification, evaluation, development, and management of land and water resources and their relationship to and impact upon the natural environment.
- 9B.09 Understanding of the principles and techniques of planning, designing and developing recreation and park areas and facilities and their applications and environmental impacts in natural resource settings.
- 9A.02 Understanding of and ability to utilize current technology for the management of leisure services, including organizing, marketing, implementing, and monitoring these services.

Assignment Summaries

Mid-Term Exam – 150 Points (30%) – The mid-term exam will consist of approximately 50 questions that will include a combination of true/false, multiple-choice, fill in the blank, and short essay. The exam will cover materials from weeks 1-5.

Semester Project – 150 Points (30%) -

Assignment: Recreation Facility “Safety & Security” Planning Paper

Safety and risk management have long been two important issues requiring a recreation facility manager’s direct attention. Now with ever-present changes in today’s social environment, security of the staff and patrons is becoming a major operational concern for facility managers. Planning for proper security in any facility begins at the pre-design phase of a project and continues through all subsequent phases of the construction project.

Situation: You have just been selected to manage a multi-purpose fitness & aquatic center that will be constructed at the GMU’s Arlington Campus. The project has been approved for design and funds are available for construction. Currently, the project is in the pre-design phase of planning. Having successfully completed your planning, design, and maintenance of leisure facilities course, you know that it is essential to identify all systems needed to operate the facility early in the

planning phase so that they can be funded and completed during normal construction process. Post-construction or “add-on” systems are very costly, can be unsightly, and can create an annoyance for patrons during installation. As the future facility manager, you will be asked to identify all potential security concerns for resolution during the planning and design phases of the project.

- Considerations:
 - Normal working conditions
 - Daylight
 - Dark
 - Special Events

- Recommended subjects to consider:
 - Entry control into the facility
 - Restricted access controls within the Facility
 - Use of closed circuit monitors and video taping devices
 - Lighting (inside & out)
 - Audio/PA System
 - Windows, doors & mirrors
 - Landscaping
 - Communications (inside & out) – Radio/Emergency Assistance
 - Entrances and Exits
 - Stairwells
 - Specialized equipment needs – AED’s, Oxygen, etc.

- Other emergency planning requirements
 - Weather emergency conditions
 - Fire
 - Bomb threat
 - Other emergency conditions

For the purpose of this project, briefly describe the subjects/issues, various conditions, and recommended systems/solutions you would recommend to make the new facility secure for your staff and patrons. As part of the project, you should remember to include any special requirements needed for security in the “urban environment” location and also remember that the cost of adding any security system to the project will reduce funding available for other construction and equipment needs.

The paper should be no more than 5-8 pages, double spaced, using either 10 or 12 font type using standard 8 1/2”X 11” bond paper. Make sure that you include your name and GNumber on the cover sheet of the paper.

Final Exam – 150 Points (30%) - The fill exam will consist of approximately 65 questions that will include a combination of true/false, multiple-choice, fill in the blank, and short essay. The exam will cover all information covered in the class.

Class Participation – 50 Points (10%). Students are expected to attend class and to participate in discussions. Students who have three unexcused absences will automatically lose all 50 points from this category. Students who have two unexcused absences will lose 25 points from this category.

REQUIRED READINGS

Sawyer, Thomas H, (Ed.) 2005. “FACILITY *DESIGN* and MANAGEMENT for Health, Fitness, Physical Activity, Recreation and Sports Facility Development” 12th ed. New York: Sagamore Publishing Co.

Other readings may be required prior to participation in weekly class discussions. These readings will be distributed in class.

EVALUATION

Course Requirements

1. Semester Project (150 points) – 30%
2. Exam #1 (150 points) – 30%
3. Exam #2 (150 points) – 30%
4. Class Participation (50 points) – 10%

Make-up examinations will be conducted ONLY if prior permission is granted by the instructor.

Grading Scale (percent)

A+ = 98 – 100	B+ = 88 – 89	C+ = 78 – 79	D = 60 – 69
A = 94 – 97	B = 84 – 87	C = 74 – 77	F = 0 – 59
A- = 90 – 93	B- = 80 – 83	C- = 70 – 73	

COURSE OUTLINE

*Tentative Schedule

Week 1	Administrative Overview and Course Requirements (Jan 24)
Week 2	Needs Assessments and Feasibility Studies (Jan 31)
Week 3	Financial Resources and Budget Planning / ADA(February 7)
Week 4	Pre-Design Planning (February 14) – Chapters 1 & 3
Week 5	Athletic Fields (February 21) – Chapters 9 - 12
Week 6	Exam # 1 (February 28)
Week 7	Facility Design/Tour of Freedom Center (March 7) - Tentative
Week 8	Spring Break – No Class (March 14)
Week 9	Athletic Fields & Playgrounds, (March 21) – Chapter 14
Week 10	Parks & Recreation Facilities, and Campus Rec Centers (March 28) – Chapters 15 - 16
Week 11	Fitness Facility Operations and Management / Sales, Memberships and Front Desk Operations (April 4)
– Chapter 17	
Week 12	Aquatic Facility Operations and Management (April 11) – Chapter 13
Week 13	Potpourri – Ancillary Area Planning & Design (April 18) – Chapters 21-26
Week 14	Facility Maintenance Management (April 25), Chapters 2 & 5
Week 15	Class Project & Exam #2 (May 2)

*Note: Schedule subject to change by Instructor.



- ❖ All students are held to the standards of the George Mason University Honor Code [See <http://www.gmu.edu/catalog/9798/honorcod.html>]
- ❖ University policy states that all sound emitting devices shall be turned off during class unless otherwise authorized by the professor
- ❖ Students with disabilities who seek accommodations in a course must be registered with the Office of Disability Resources and inform the instructor, in writing, at the beginning of the semester [See <http://ods.gmu.edu>]
- ❖ For additional School of Recreation, Health, and Tourism information, please visit the website at <http://rht.gmu.edu>.

OTHER USEFUL CAMPUS RESOURCES:

UNIVERSITY LIBRARIES: “Ask a Librarian” <http://library.gmu.edu/mudge/IM/IMRef.html>

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS): (703) 993-2380; <http://caps.gmu.edu>

UNIVERSITY POLICIES: The University Catalog, <http://catalog.gmu.edu>, is the central resource for university policies affecting student, faculty, and staff conduct in university affairs.

ACADEMIC INTEGRITY: GMU is an Honor Code University; please see the University Catalog for a full description of the code and the honor committee process. The principle of academic integrity is taken very seriously and violations are treated gravely. What does academic integrity mean in this course? First, it means that when you are responsible for a task, you will be the one to perform that task. When you rely on someone else's work in an aspect of the performance of that task, you will give full credit in the proper, accepted form. Another aspect of academic integrity is the free play of ideas. Vigorous discussion and debate are encouraged in this course, the firm expectation that all aspects of the class will be conducted with civility and respect for differing ideas, perspectives and traditions. When in doubt, please ask for guidance and clarification.

Electronic Communication Policy

Students should not use their mobile phones during class for any reason. Please put all notifications on silent or vibrate. If a student wishes to use a laptop to take notes, they may do that. However, any student who is using their laptop for non class-room related tasks will be asked to turn off and close the laptop immediately.

Notes: