Instructor: Dr. Veronica Snow
Email: vsnow2@angelo.edu
Phone: 325-486-6354 (office) 325-942-2173 (ASU) 325-286-6785 (cell)
Office: CHP 102
Office Hours: By appointment – email or text

Course Information

Course Description
This course provides an extensive overview of responsibilities, duties, and behaviors within the coaching profession. It addresses competencies necessary for administration and management in coaching. The course will provide the study of both X-O’s and the non-X-O components required of most sport coaching positions.

Course Credits
3 Credits

Prerequisite and Co-requisite Courses
None

Prerequisite Skills
Accessing Internet websites, using ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are expectations of the CSRF Program.

Program Outcomes
Upon completion of the program of study for the CSRF Program Analyze and critique recreation, physical education, wellness, and athletic facilities, the graduate will be prepared to:

Graduate Institutional Learning Goals:
1. Master Knowledge and Skills
   Students will:
   - Demonstrate advanced knowledge, skills, and values appropriate to the discipline.
Demonstrate the ability to work as individual researchers/scholars as well as in collaboration with others.
Demonstrate the ability to be creative, critical thinkers with the ability to apply new technologies as appropriate to the discipline.

2. Master Communication and Dissemination

Students will:
- Be required to demonstrate advanced oral and written communication skills, as appropriate, to the discipline.
- Demonstrate global perspectives appropriate to the discipline.

3. Master Leadership and Social Responsibility

Students will:
- Comprehend and practice the ethical principles appropriate to the discipline.
- Understand and value individual differences and have the skills for working effectively in a diverse, changing world.

Student Learning Outcomes

<table>
<thead>
<tr>
<th>Student Learning Outcome</th>
<th>Assignment(s) or activity(ies) validating outcome achievement:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exchange thoughts and opinions relating to the practical, intellectual, philosophical, and moral issues involved in coaching.</td>
<td>Class Discussions on each chapter topic.</td>
</tr>
<tr>
<td>Think critically, identify and resolve problems that will benefit in future career path;</td>
<td>Create Practice plans, tournament schedules, Recruiting plans, etc.</td>
</tr>
<tr>
<td>Apply professional attributes in future careers.</td>
<td>Create Practice plans, tournament schedules, Recruiting plans, instructional video, Budget for sport.</td>
</tr>
<tr>
<td>Utilize research and class discussions to understand components of coaching administration and to improve writing and speaking skills.</td>
<td>Write annotated bibliographies related to field of coaching administration.</td>
</tr>
</tbody>
</table>

Course Delivery

This is a face-to-face (will move to online if needed due to Covid-19) course offering. The course will be delivered via the Blackboard Learning Management System. The course site can be accessed at ASU’s Blackboard Learning Management System.
Required Texts and Materials

Coaching Better Every Season

1. ISBN: 9781492507666
2. Author: Gilbert
3. Publisher: Human Kinetics
4. Formats: PAPERBACK, BryteWave Format
5. Copyright Year: 2017

STUDENT INSTRUCTIONS
How to Set Up Your Skyepack Student Account & Launch your Pack

1. Go to www.skyepack.com
2. Click on “Create Account.” Make sure you are using the address on record with your instructor (EX: "student@ANGELO.edu")
3. Skyepack will send you an automated verification email to the address used to create your account. Please check this email to Verify Your Account.
5. Select your school’s channel, and click on your course pack icon.
6. From the drop-down menu on the course pack icon, select “Add to My Collection”.
7. Pay the access fee using a debit/credit card or prepaid access code from your bookstore.
8. Your course pack will now be available by selecting “My Pack Collection” from the left sidebar.

Technology Requirements
To successfully complete this course, students need to be familiar with Blackboard Collaborate.

To participate in one of ASU’s distance education programs, you need this technology:

- A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
- The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access
- Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
- Webcam
Refer to Angelo State University's Distance Education website for further technology requirements: [Angelo State University's Distance Education Website](#)

**Communication**

Faculty will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

**Written communication via email:** All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line.

**Virtual communication:** Office hours and/or advising may be done with the assistance of the telephone, Collaborate, Skype, etc.

**Use Good "Netiquette":**

- Check the discussion frequently and respond appropriately and on subject.
- Focus on one subject per message and use pertinent subject titles.
- Capitalize words only to highlight a point or for titles. Otherwise, capitalizing is generally viewed as SHOUTING!
- Be professional and careful with your online interaction. Proper address for faculty is by formal title such as Dr. or Ms./Mr. Jones unless invited by faculty to use a less formal approach.
- Cite all quotes, references, and sources.
- When posting a long message, it is generally considered courteous to warn readers at the beginning of the message that it is a lengthy post.
- It is extremely rude to forward someone else's messages without their permission.
- It is fine to use humor, but use it carefully. The absence of face-to-face cues can cause humor to be misinterpreted as criticism or flaming (angry, antagonistic criticism). Feel free to use emoticons such as J or :) to let others know you are being humorous.

(The "netiquette" guidelines were adapted from Arlene H. Rinald's article, The Net User Guidelines and Netiquette, Florida Atlantic University, 1994, available from Netcom.)

**Grading**

**Evaluation and Grades**

Course grades will be determined as indicated in the table below.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Percent of Total Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interview; Tournament Design; Instructional Video (10% each)</td>
<td>30</td>
</tr>
<tr>
<td>Class Discussion Preparation and Participation</td>
<td>30</td>
</tr>
<tr>
<td>Professional Development/Portfolio</td>
<td>10</td>
</tr>
<tr>
<td>Mid Term and Final Exam (15% each)</td>
<td>30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>
Grading System
Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

- **A** = 90.00-100 points
- **B** = 80.00-89.99 points
- **C** = 70.00-79.99 points
- **D** = 60.00-69.99 points
- **F** = 0-59.99 points (Grades are not rounded up)

Teaching Strategies
Students are expected to be “active learners.” It is a basic assumption of the instructor that students will be involved *(beyond the materials and lectures presented in the course)* discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers.

Assignment and Activity Descriptions

Discussion Board Activities: Discussion Boards provide an avenue for synthesis of material/information. A Discussion Board is provided in this course as a way to help students’ process course materials, express thoughts, and engage others opinions and ideas in a healthy and productive learning environment. Students are expected to respond to all discussion board assessments using the “Online Discussion Rubric” to support individual answers to the assigned questions throughout this course.

Assignment Submission

All assignments MUST be submitted through the Assignments link in the Blackboard site. This is for grading, documenting, and archiving purposes. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, email me at rrainwater2@angelo.edu and attach a copy of what you are trying to submit. Please contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab to report the issue. This lets your faculty know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. Once the problem is resolved, submit your assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work.

POLICY ON LATE OR MISSED ASSIGNMENTS

The course is set up on weekly modules. The week begins on Monday and ends on Sunday. Assignment due dates are shown on the calendar/schedule or posted within Blackboard. Late assignments are not accepted without prior approval of faculty. Faculty reserve the right to deduct points for late assignments that are accepted past the original due date.
General Policies Related to This Course

All students are required to follow the policies and procedures presented in these documents:

- Angelo State University Student Handbook
- Angelo State University Catalog

Student Responsibility and Attendance

Face to Face: Students will be expected to attend all classes and prepare for and participate in all class discussions.

Online (If needed): This class is asynchronous, meaning you do not have to be on-line at a certain time. There are readings which you will have to complete to be able to adequately participate in individual and group assignments. In order to complete this course successfully, you do have to participate in all course activities i.e. discussion boards, course projects, reflective logs, etc. Students are expected to engage in course activities and submit work by due dates and times. The hope is that students will make substantive contributions which reflect integration of assigned materials as well as any outside readings as appropriate. Scholarly contribution is an expectation. For planning purposes, this class will probably require a minimum of 6-9 study hours per week on average.

Academic Integrity

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university’s Statement of Academic Integrity.

Accommodations for Students with Disabilities

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability...
The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu
Houston Harte University Center, Room 112

Incomplete Grade Policy
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

Plagiarism
Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the ASU Writing Center.

Student Absence for Observance of Religious Holy Days
A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information.

Copyright Policy
Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.
Syllabus Changes
The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student’s responsibility to look for such communications about the course on a daily basis.

Title IX at Angelo State University
Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: www.angelo.edu/incident-form
Face to face: Mayer Administration Building, Room 210
Phone: 325-942-2022
Email: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: www.angelo.edu/title-ix.
# Course Schedule CSRF 6326 Coaching Adm

<table>
<thead>
<tr>
<th>Week/ Date</th>
<th>Topic/Assignments/Assessments DUE</th>
</tr>
</thead>
</table>
| **August 25** | Read: **Chapter 1** Define Purpose and Core Values  
Watch PPT Chapter 1  
Class Discussion – Self Introduction – Define your purpose and Core values  
**Due: August 31 11:59pm**  
Time Management Worksheet |
| **September 1** | Read: **Chapter 2** Connect Values to a Philosophy  
**Chapter 3** Set Target Outcomes  
Watch PPT Chapters 2 & 3 and Yearly Plan and Operations; Academics  
**Class Discussions:** Academic Policies |
| **September 8** | Read: **Chapter 4** Build Trust and Cohesion  
Watch PPT Chapters 4 and Professional Development  
What Makes a Good Coach Article - Discuss  
**Lecture:** Schedule Games - Non-Conference - Conference  
**Lecture:** Team Travel Planning  
**Class Discussions:** Team Building |
| **September 15** | **NCAA Compliance** |
| **September 22** | Read: **Chapter 5** Develop Athletic Talent and Skill  
Watch PPT Chapters 5  
**Class Discussions:** Skills explanations, Verbal Cues, demonstration, etc. |
| **September 29** | Read: **Chapter 6** Optimize Athletes’ Learning  
Watch PPT Chapters 6  
**Class Discussions:** Groups Lead Assigned Material  
**Lecture:** Mental Game  
**Due Oct 6: Submit:** Instructional Video |
| **October 6** | Read: **Chapter 7** Design Quality Practice  
Watch PPT Chapters 7  
**Class Discussions:** Groups Lead Assigned Material  
**Lecture:** Practice Planning  
**Due October 6: Submit:** Interview #1  
**Discover:** Practice Planner Live or similar software |
| **October 13** | Read: **Chapter 8** Ensure Pre-competition Readiness  
**Chapter 9** Coach Effectively on Game Day  
How Video can be used to scout opponent article.  
Checklist of items to be covered before first game  
Watch PPT Chapters 8 & 9  
**Class Discussions:**  
**Mid Term Exam – blackboard Coaches Notebook 1-11** |
<table>
<thead>
<tr>
<th>Week/ Date</th>
<th>Topic/Assignments/Assessments DUE</th>
</tr>
</thead>
</table>
| October 20 | **Read**: Chapter 10 Design and Implement a Program Evaluation System  
**Chapter 11** Recognize and Build on Strengths  
**Watch** PPT Chapters 10 & 11  
**Class Discussions:**  
**Lecture**: Tournament Design and Planning  
**Class group Activity**: Design Different Tournaments |
| October 27 | **Read**: Chapter 12 Close Performance Gaps – Off season plans  
**Watch** PPT Chapters 12  
**Class Discussions:**  
Recruit Lecture |
| November 3 | **Read**: Chapter 13 Collaborate and Learn- conference, webinar, etc.  
**Chapter 14** Recharge and Ignite – Develop personal routines  
**Watch** PPT Chapters 13 & 14  
**Class Discussions:**  
**Due November 10: Group Submit** Tournament Design and Plan |
| November 10 | **Lecture**: Budgeting |
| November 17 | **Watch**: PPT Legal Issues |
| November 24 | **Thanksgiving Holiday** |
| December 1 | **Class Discussions** TBD  
**Due**: Dec 1 Final Exam - Coaching Notebook |
| December 8 | **Due**: Dec 8  
• **Submit** Final Portfolio  
• **Submit** Class in Review - written evaluation of what you learned in class and how what you learned you can use in career. |

**Applied Experiences:**

Work SAISD Football : 2 games

Work ASU Soccer: 2 Games
Student Evaluation of Faculty and Course

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences. Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

Select the SLO’s you use

1. Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories)
2. Learning to apply course material (to improve thinking, problem solving, and decisions)
3. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course
4. Developing skill in expressing oneself orally or in writing
5. Learning how to find, evaluate, and use resources to explore a topic in depth

End of Syllabus

1 https://www.angelo.edu/student-handbook/
2 https://www.angelo.edu/catalogs/
3 https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
4 https://www.angelo.edu/services/disability-services/
5 https://www.angelo.edu/content/files/14197-op-1011-grading-procedures
6 https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
7 https://www.angelo.edu/dept/writing_center/academic_honesty.php
8 https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of