



**College of Applied Studies
Department of Sport Management
Course Syllabus
SMGT 447A Internship in Sport Management**

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Preferred Method of	Email
Office Hours:	By appointment
Classroom; Days/Time:	Arranged

How to use this syllabus

This syllabus provides you with information specific to this course, and it also provides information about important university policies. This document should be viewed as a course overview; it is not a contract and is subject to change as the semester evolves. Any changes to the syllabus will be announced in class and through Blackboard

Academic Honesty

Students are responsible for knowing and following the Student Code of Conduct http://webs.wichita.edu/inaudit/ch8_05.htm and the Student Academic Honesty policy http://webs.wichita.edu/inaudit/ch2_17.htm.

Section 4.012 of the College of Applied Studies Policies and Procedures Manual http://webs.wichita.edu/?u=coedhome&p=/policies_procedures specifies the college's policy and processes relating to academic honesty. These include instructor responses to incidents of academic misconduct, related reporting procedures, and student appeal options.

Prerequisite(s):

SMGT 446, 90 hours of accumulated course credit, 2.00 GPA overall, and advisor's consent.

Course Description

Culminating activity for students in sport management. Students spend the equivalent of full-time employment in an appropriate agency for a total of at least 640 hours.

Definition of a Credit Hour

University policy mandates an expectation that students will spend, for each credit hour,

a minimum of 45 hours over the length of the course for instruction, preparation/studying, or other course-related activities. For this course, students are required to devote a minimum of 640 hours to their internship assignment in order to earn 12 credit hours.

Measurable Student Learning Outcomes

This course, as with all courses here at Wichita State University, have measurable student learning outcomes. A student learning outcome is, essentially, an expectation of what a student will learn during a course, which includes skill building and critical thinking skills. Additionally, in an attempt to inform students of expectations I have included a list of assessments (activities, exams, etc.) that will measure or assess each specific student learning outcome. For our courses here in Sport Management, we are accredited from the Commission on Sport Management Accreditation (COSMA). COSMA accreditation stipulates we identify course content and student contact hours in regards to specific sport management-related program areas.

All programs in the College of Applied Studies are designed to be consistent with the college vision and a set of guiding principles. **The vision statement is to prepare candidates who are highly competent, collaborative and reflective professionals.**

The following presents the Measurable Student Learning Outcomes and related assessment mechanisms needed to satisfy WSU-mandated accrediting processes.

- Utilize networking and job search skills to acquire location for internship. (Worksite Approval Form)
- Discuss and explain operational aspects of organization. (Weekly reports, Reflection paper)
- Apply knowledge gained in class to sport industry setting. (Weekly reports, Midterm and Final evaluations)
- Utilize and apply appropriate skills necessary to work effectively within formal and informal networks and work cultures (Weekly reports, Midterm and Final evaluations, Reflection paper)
- Explore and discuss how their experiences develops and enhances their career awareness. (Weekly reports, Reflection paper)

COSMA Assessment

The following tables present the contact hours and core program content (CPC) information for mandated COSMA accrediting processes.

Note While most students will apply a majority of their program-related knowledge and skills to their internship experience, it should be explicitly noted that not all internships will require the same skills from interns and experiences will differ highly based upon site, supervisor, and sector of the industry.

Identification of CPC Topics Covered in this Course: **Contact Hours**

Estimated

Social, psychological and international foundations of sport Management

0

• Sport management principles	0
• Sport leadership	0
• Sport operations management/event & venue management	0
• Sport Governance	0
Ethics in sport management	0
Sport Marketing	0
Finance/Accounting/Economic	
• Principles of sport finance	0
• Accounting	0
• Economics of sport	0
Legal aspects of sport	0
Integrative Experience	640
Total (estimate of contact hours)	640

Required Materials

Internship materials, including a detailed Internship Manual describing policies and procedures, are located on the Sport Management website: click [HERE](#)

Technology Expectations:

Students will be required to access course materials through the Sport Management Department website: click [HERE](#)

Students have access to technology support from multiple sources. WSU [OneStop](#) 855-978-1787 can assist students with a range of issues, including those relating to Blackboard and SafeAssign. The College of Applied Studies also offers technology services to students. For example, digital video cameras are available for 48-hour checkout. To request a reservation, please contact coe.tech@wichita.edu. The student lounge on the second floor of Corbin South provides computer work stations where students can also print materials. A learning space in Corbin 156A is open to students when not reserved for program content/professional development delivery. And finally, WSU's Ablah Library features a [C-Space](#) where students have access to varied technological resources such as color printing, 3D printing, a sound booth, and computer work stations.

Class Protocol

The Internship Manual specifies the requirements and protocol students are expected to meet.

Grading Scale

WSU uses a +/- grading scale for final grades and to calculate grade point averages. There are 300 points possible for the course. The faculty supervisor will assign final grades.

For this class, grades are assigned according to the following chart:

Points earned	Letter grade	Grade Points	Interpretation
274 - 300	A	4.00	<i>The A range denotes excellent performance.</i>
270 - 273	A-	3.70	
261 - 269	B+	3.30	
244 - 260	B	3.00	<i>The B range denotes good performance.</i>
240 - 243	B-	2.70	
231 - 239	C+	2.30	
214 - 230	C	2.00	<i>The C range denotes satisfactory performance.</i>
210 - 213	C-	1.70	
201 - 209	D+	1.30	
184 - 200	D	1.00	<i>The D range denotes unsatisfactory performance.</i>
180 - 183	D-	0.70	
179 or fewer	F	0.00	<i>F denotes failing performance.</i>

Assignments

- (1) Intern's weekly reports (50 points)
- (2) Site supervisor's mid-internship evaluation (25 points). This can be accessed digitally at [HERE](#)
- (3) Site supervisor's final evaluation (75 points). This can be accessed digitally at [HERE](#)
- (4) Internship Reflection Paper (100 points) *
- (5) Intern's updated resume (50 points)*

* Rubrics outlining the expectations for these are available on the Sport Management website: click [HERE](#)

***Note: students receiving 0 points in any category will receive an F or an incomplete for the course.**

Concerns/Dismissal:

If concerns arise regarding the student's performance or behavior as a practicum student, the policies and procedures specified in the concern/dismissal policy will be utilized to address the situation.

Extra Credit

There are no extra credit opportunities available for this course.

Late Assignments

Students should plan to complete their assignments on time. Late submission of any assignment will result in points being deducted from total possible for course (see course rubric).

Missed Assignments and Exams

Missed assignments may result in the student receiving an incomplete or an F for the course.

Important Academic Dates

For fall 2018, classes begin August 20, 2018, and end December 6, 2018. The last date to drop a class and receive a W (withdrawn) instead of F (failed) is October 30, 2018. There are no classes from October 13-16 and November 21-25, 2018. The final exam period is December 8-13, 2018.

Disabilities

If you have a physical, psychiatric/emotional, or learning disability that may impact on your ability to carry out assigned course work, I encourage you to contact the Office of Disability Services (DS). The office is located in Grace Wilkie Annex, room 203, (316) 978-3309 (voice/tty) (316-854-3032 videophone). DS will review your concerns and determine, with you, what academic accommodations are necessary and appropriate for you. All information and documentation of your disability is confidential and will not be released by DS without your written permission.

Counseling & Testing

The WSU Counseling & Testing Center provides professional counseling services to students, faculty and staff; administers tests and offers test preparation workshops; and presents programs on topics promoting personal and professional growth. Services are low cost and confidential. They are located in room 320 of Grace Wilkie Hall, and their phone number is (316) 978-3440. The Counseling & Testing Center is open on all days that the University is officially open. If you have a mental health emergency during the times that the Counseling & Testing Center is not open, please call COMCARE Crisis Services at (316) 660-7500.

Diversity and Inclusiveness

Wichita State University is committed to being an inclusive campus that reflects the evolving diversity of society. To further this goal, WSU does not discriminate in its programs and activities on the basis of race, religion, color, national origin, gender, age, sexual orientation, gender identity, gender expression, marital status, political affiliation, status as a veteran, genetic information or disability. The following person has been designated to handle inquiries regarding nondiscrimination policies:
Executive Director, Office of Equal Employment Opportunity, Wichita State University, 1845 Fairmount, Wichita KS 67260-0138; telephone (316) 978-3186.

Intellectual Property

Wichita State University students are subject to Board of Regents and University policies (see http://webs.wichita.edu/inaudit/ch9_10.htm) regarding intellectual property rights. Any questions regarding these rights and any disputes that arise under these policies will be resolved by the President of the University, or the President's designee, and such decision will constitute the final decision.

Shocker Alert System

Get the emergency information you need instantly and effortlessly! With the Shocker

Alert System, we will contact you by email the moment there is an emergency or weather alert that affects the campus. Sign up at www.wichita.edu/alert.

Title IX

Title IX of the Educational Amendments of 1972 prohibits discrimination based on sex in any educational institution that receives federal funding. Wichita State University does not tolerate sex discrimination of any kind including: sexual misconduct; sexual harassment; relationship/sexual violence and stalking. These incidents may interfere with or limit an individual's ability to benefit from or participate in the University's educational programs or activities. Students are asked to immediately report incidents to the University Police Department, (316) 978-3450 or the Title IX Coordinator (316) 978-5177. Students may also report incidents to an instructor, faculty or staff member, who are required by law to notify the Title IX Coordinator. If a student wishes to keep the information confidential, the student may speak with staff members of the Counseling and Testing Center (316) 978-3440 or Student Health Services (316)978-3620. For more information about Title IX, go to: <http://www.wichita.edu/thisis/home/?u=titleixf>

Student Advocate

The Student Advocate is available to serve students, faculty, and staff in an accessible and confidential manner. The Student Advocate's office is located in the Student Government Association suite, RSC 219, and can be contacted by phone at (316) 978-3026 or by email at student.advocate@wichita.edu. For more information, visit www.wichita.edu/studentadvocate

Student Health Services

WSU's Student Health clinic is located in 209 Ahlberg Hall. Hours are 8:00am to 7:00pm (8:00 am to 5:00 pm on Fridays), though the clinic may be closed occasionally on Wednesdays from noon to 1:30pm. The telephone number is (316) 978-3620. In addition to outpatient and preventive care (including immunizations, a prescription service, and testing/counseling for sexually transmitted infections), Student Health can handle minor injuries. All services are confidential. For more information see www.wichita.edu/studenthealth.

The Heskett Center and Campus Recreation

Whether you are wanting to be active on campus, relieve the stress from classes or take care of your body, Wichita State Campus Recreation is the place for you. Campus Recreation, located inside the Heskett Center, contributes to the health, education, and development of Wichita State University students, faculty, staff, alumni, and community members by offering quality programs and services. With many programs and facilities which are free to all students and members, Campus Recreation offers its members limitless opportunities. For more information about our services see www.wichita.edu/heskett.

Video and Audio Recording

Video and audio recording of lectures and review sessions without the consent of the instructor is prohibited. Unless explicit permission is obtained from the instructor, recordings of lectures may not be modified and must not be transferred or transmitted to any other person, whether or not that individual is enrolled in the course.