2012

SPMG 625-01 Principles of High School Athletic Administration

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Spring 2012 Semester   Joseph Room 312, Monday, 7:00-9:30p   3 Semester Hours

Text:  Ohio High School Athletic Association Handbook of Bylaws and Sport Regulations.
Supplemental Readings:  Athletic Management, Scholastic Coach and Athletic Director,

Course Description:
The course is designed to provide students with a realistic and practical approach to the administration of high school athletics. Students will develop a working knowledge of high school athletic department operations in such areas as student-athlete eligibility and welfare, staff development, event management, scheduling, community relations and facility planning. The course will also address the many social issues facing secondary schools such as, compliance with Title IX, drug testing, private funding and parental and fan misconduct.

Objectives:
1) To successfully debate current issues regarding high school athletics.
2) To gain a thorough understanding of athletic department operations and development.
3) To successfully conduct an interview.

Methodology:
Class format will include lectures, class discussions, field experiences and interaction with practitioners.

Expectations and Grading:
- Conduct an interview for a head coaching position (30 points)
- Participate with a debate team defending/supporting a current interscholastic athletic issue (20 points)
- Complete a semester project that is of benefit to a high school athletic department. Examples include: developing an athletic department handbook; conduct a facility risk management audit; establish some type of fund raising event; or develop a substance abuse policy (50 points)

Class attendance and participation is expected.
Course fulfills a Sport Administration Elective
Class Meetings and Topics (Topics and/or Order Subject to Change)

1/9
Introduction
- Attaining a job as a high school athletic director
- Typical duties
- OHSAA overview
  - Flow chart
  - By-laws
  - Eligibility

1/16  Martin Luther King Day – No Class

1/23  Philosophy
- Mission Statement
- Administrative Support and Philosophy
- Communication with Parents

1/30  Personnel
- Hiring and firing
- Retention
- Contracts
- Evaluations
- Coaching Certification
- Grouping for interviews

2/6   Scheduling
- Harbin System
- Leagues
- Contracts
- Out-of-town trips
- Prep interviews

2/13  Budgeting
- Soft vs. hard money
- Pay to play
- Prep interviews

2/20  Interviews

2/27  Fundraising
- Maximizing Events
- Boosters
- Auctions, golf outings, 5K runs, lottery
- Advertising
- Capital Campaign
3/5  Spring Break

3/12  Game Management
    ➢ Football, Basketball
    ➢ Track
    ➢ Season Ticket Sales
    ➢ Handling Sellouts
    ➢ Weather Issues Cancellations

3/19  No Class

3/26  Program Building
    ➢ B.F.S.
    ➢ Hall of Fame
    ➢ Banquets
    ➢ Stag
    ➢ Summer Camps
    ➢ Set Up Debate Teams

4/2  Program Building (continued) and Debates
    ➢ Harold Meyer Award
    ➢ Drug and alcohol programs
    ➢ Staff meetings
    ➢ College Night
    ➢ Spring Orientation meeting

4/9  No Class

4/16  Facilities
    ➢ Planning
    ➢ Funding
    ➢ Maintenance

4/23  Site Visit to La Salle
    ➢ Facilities
    ➢ Fundraising

4/30  Project Presentations