

RPTM 101: Introduction to Recreation Services

Resident Instruction Course

Spring 2023

MWF 10:10 – 11:00AM

254 HHD Building

Instructor: Jen Emigh

Email: jre146@psu.edu

Preferred Pronouns: She/Her/Hers

Office: 701A Ford Building (available by appointment in my office or via Zoom --- email to schedule)

Teaching Assistant: Steven Hanna

Email: srh5371@psu.edu

Preferred Pronouns: He/Him

COURSE DESCRIPTION AND OBJECTIVES

This course is intended to help prepare students for entrance into Penn State's Recreation, Park, and Tourism Management major. Students not seeking or exploring entrance into the RPTM major, or minor should not be enrolled in RPTM 101.

Learning Objectives:

1. To develop an understanding of the roles and significance of leisure and recreation in past and present societies.
2. To develop an awareness of the factors contributing to the emergence of recreation delivery systems and agencies within the recreation, park, and tourism fields.
3. To develop an understanding of the specific roles assumed by public, private, non-profit, and commercial agencies in contributing to contemporary recreation and leisure decisions, patterns and lifestyles.
4. To develop an understanding of the issues and trends currently affecting the delivery of recreation services.
5. To explore professional careers in the recreation, park, and tourism fields.
6. To develop professional communication skills including written correspondence, verbal and non-verbal interaction skills and communication through technology.
7. To develop an understanding of professional competencies required to maintain effective interpersonal communication with colleagues and peers.

REQUIRED TEXT

Introduction to Recreation and Leisure (2018) by Tyler Tapps and Mary Sara Wells.
Additional readings and resources will be distributed in class or posted on Canvas.

SOURCES OF EVALUATION

1-Pt Assignments (15% in total):

There will be 18-20 1-pt assignments randomly assigned throughout the semester. Some exercises might take place in class, and some will be homework. These will be used to enhance students' understanding of course material and guest speaker's content. Taken together, these will count for 15% of the final grade. When 1-pt assignments are given students have till the start of the next class to complete (unless otherwise stated by the instructor). After that timeframe they will be closed, and no late submissions are accepted. The lowest 3 scores will be dropped from final grade.

Assignments (45% in total):

There will be 3 major out-of-class assignments assigned throughout the semester. See details under each assignment description in Canvas for more details.

- Meet Me Assignment – 5 points
 - Must be pre-scheduled with Jen Emigh at least one-week in advance of the meet me event.
- Career Report Assignment – 20 points in total
 - Proposal Form & Confirmation Email - 5 points
 - Final Paper & Thank You Note - 15 points
- ePortfolio Assignment – 20 points in total
 - Check points - (1 point each)
 - Create
 - Resume
 - Blog 1
 - Blog 2
 - Blog 3
 - Final Submission - 15 points

Quizzes (30% in total):

There will be three quizzes during the semester (No Final Exam). There will be no make-up quizzes unless students have been authorized to do so by the instructor prior to the date of the quiz. Students who do not pre-arrange an excused absence for a quiz will receive a zero. Taken together, the quizzes will count for 30% of the final grade.

Attendance and Active Participation (10% in total):

Attendance will be taken via Top Hat at the beginning of each class and is location based, meaning you need to be present in order to receive attendance and participation points. Active participation, i.e., your willingness and enthusiasm for contributing to class discussion, as well as the quality of your contribution, will result in a positive participation grade. The professor will track every student's class participation, i.e., asking a question, answer a question or expressing an opinion in the class.

Extra Credit:

Extra credit will be given out at the professor's discretion

TENTATIVE CLASS SCHEDULE

Date	Content	Readings/Chapter for after class support	Major Assignment
Class 1 M - Jan 9	Introduction: to Course		
Class 2 W - Jan 11	Introduction: to the RPTM Major	Chapter 18	
Class 3 F - Jan 13	Introduction: Guest Speaker - Dr. Peter Newman, RPTM Department Head		1-Pt Assignment - Peter Newman Due 1/18 by 10:10am
M - Jan 16	MLK Day – No Class		
Class 4 W - Jan 18	Professionalism: Preparing for careers in RPTM - Branding Yourself!		1-Pt Assignment - What is Your Brand? Due 1/20 by 10:10am
Class 5 F - Jan 20	Professionalism: Professional Communication		1-Pt Assignment - Social Synchronicity Due 1/23 by 10:10am
Class 6 M - Jan 23	Foundation: What is Recreation vs. Leisure	Chapter 1	1-Pt Assignment – Due 1/25 by 10:10am
Class 7 W - Jan 25	Foundation: Recreation & Leisure Service Delivery Systems	Chapter 5	
Class 8 F - Jan 27	Career Report Assignment Overview		
Class 9 M- Jan 30	Quiz 1 via Canvas – No Class		Quiz 1
Class 10 W - Feb 1	Out of Class Time to work on Career Report – No Class		
Class 11 F - Feb 3	Community/Non-Profit Recreation Overview	Chapter 8	
Class 12 M- Feb 6	Community/Non-Profit Recreation: Guest Speaker	Chapter 7	1-Pt Assignment - Guest Speaker Due 2/13 by 10:10am
Class 13 W - Feb 8	Community/Non-Profit Recreation: Guest Speaker		1-Pt Assignment - Guest Speaker Due 2/10 by 10:10am
Class 14 F - Feb 10	Outdoor Recreation Overview	Chapter 16	
Class 15 M- Feb 13	Professionalism: ePortfolio and Internship with Professor Patty Kleban		

Class 16 W - Feb 15	Professionalism: Establishing Yourself as a Recreational Professional & Resume Development		
Class 17 F - Feb 17	Outdoor Recreation: Guest Speaker	Chapter 6	1-Pt Assignment - Guest Speaker Due 2/20 by 10:10am
Class 18 M- Feb 20	Out of Class Assignment time to work on Career Report Assignment or ePortfolio – No Class		ePortfolio Checkpoint - Create
Class 19 W - Feb 22	Outdoor Recreation: Guest Speaker		1-Pt Assignment - Guest Speaker Due 2/24 by 10:10am
Class 20 F - Feb 24	Outdoor Recreation: Guest Speaker		Career Report Proposal Due 1-Pt Assignment - Guest Speaker Due 2/27 by 10:10am
Class 21 M - Feb 27	Mental Health Day – No Class		
Class 22 W – Mar 1	Commercial Recreation Overview	Chapter 9	
Class 23 F – Mar 3	Quiz 2 via Canvas – No Class		Quiz 2
March 6-10	SPRING BREAK		
Class 24 M – Mar 13	Commercial Recreation: Guest Speaker		1-Pt Assignment - Guest Speaker Due 3/15 by 10:10am
Class 25 W- Mar 15	Event Planning Overview		
Class 26 F – Mar 17	Event Planning: Guest Speaker		1-Pt Assignment - Guest Speaker Due 3/20 by 10:10am
Class 27 M – Mar 20	Event Planning: Guest Speaker		ePortfolio Checkpoint - Blog Post #1 1-Pt Assignment - Guest Speaker Due 3/22 by 10:10am
Class 28 W – Mar 22	Live Entertainment/Festivals Overview	Chapter 17	

Class 29 F – Mar 24	Live Entertainment/Festivals: Guest Speaker		1-Pt Assignment - Guest Speaker Due 3/27 by 10:10am
Class 30 M – Mar 27	Live Entertainment/Festivals: Guest Speaker		ePortfolio Checkpoint - Blog Post #2 1-Pt Assignment - Guest Speaker Due 3/29 by 10:10am
Class 31 W – Mar 29	Professionalism: Developing your ePortfolio		
Class 32 F – Mar 31	Recreational Sport Management Overview	Chapter 14	
Class 33 M – Apr 3	Recreational Sport Management: Guest Speaker		1-Pt Assignment - Guest Speaker Due 4/5 by 10:10am
Class 34 W – Apr 5	Recreational Sport Management: Guest Speaker		Last Day to <u>schedule</u> a Meet & Greet with Jen 1-Pt Assignment - Guest Speaker Due 4/7 by 10:10am
F – Apr 7	Out of Class Assignment and time to complete/submit- Career Report Assignment – No Class		ePortfolio Checkpoint - Resume
Class 35 M – Apr 10	Tourism Overview		
Class 36 W – Apr 12	Tourism: Guest Speaker		Meet & Greet Due 1-Pt Assignment - Guest Speaker Due 4/14 by 10:10am
Class 37 F – Apr 14	Recreational Sport Management: Guest Speaker		Career Report Due 1-Pt Assignment - Guest Speaker Due 4/17 by 10:10am
Class 38 M – Apr 17	Other Recreational Paths		ePortfolio Checkpoint - Blog Post #3
Class 39 W – Apr 19	Quiz 3 – No Class Open Day for Students to Receive Partial Credit for Meet Me Assignment during Class		Quiz 3

Class 40 F - Apr 21	Unique Groups	Chapter 11	Extra Credit due
Class 41 M - Apr 24	Out of Class Assignment and time to work on ePortfolio Assignment - No Class		
Class 42 W - Apr 26	TBD		
Class 43 F - Apr 28	Work on ePortfolio Assignment - No Class		
M - May 1	Finals Week - ePortfolio Due May 1 st by midnight		ePortfolio Due

GRADING SCALE

Earned	Letter Grade
94 - 100	A
90 - 93.9	A-
87 - 89.9	B+
83 - 86.9	B
80 - 82.9	B-
77 - 79.9	C+
71 - 76.9	C
60 - 70.9	D
< 60	F

FACTORS THAT WILL BE CONSIDERED IN GRADING INCLUDE:

- Following and meeting all guidelines.
- Depth of analysis and effort.
- Presentation (e.g., spelling, grammar, organization).
- References to class lectures, readings, and other resources.

COURSE RESOURCES AND UNIVERSITY POLICIES

Quiz Policy:

Documented (must be in writing) requests to take quizzes after their scheduled dates can only be accommodated for university approved reasons such as illness, family emergency, or a university sanctioned activity, and students must provide documentation within the stated deadlines provided in the course policies below and governed by the University. Non-emergency conflicts with quiz dates must be discussed with the instructor at least 1 week in advance and documented in writing.

Additional Policies of Importance:

1. Students are responsible for attending all classes, taking notes, and obtaining other materials provided by the professor, taking tests, and completing assignments as scheduled by the professor.
2. Please orient yourself with the CANVAS system. The course site will contain important updates and events, links to class material (syllabus, assignments), important dates (calendar with due dates/events) and links to readings (PDFs, etc.). Occasionally, there will be important updates and assignments sent through as announcements. Students should check their email and CANVAS site regularly and prior to each class meeting (make sure your CANVAS email is forwarding appropriately). Students are responsible for keeping track of changes in the course syllabus made by the instructor throughout the semester.
3. Late assignments policy: All assignments must be submitted before the class period begins on the due date, via the course CANVAS site. Due dates are as stated on the individual assignment descriptions as posted on CANVAS and in this syllabus.
 - a. If an assignment is submitted within 24-hours of the original due date and time, 10% will automatically be deducted.
 - b. After the 24-hour period, late assignments submitted up to 7 days from the original due date and time will have 50% automatically deducted.
 - c. Beyond 7 days from the original due date and time, a 0 will be assigned to the missing assignment.

**Note that Quizzes are not accepted after the due date (thus the student will receive a 0 for a quiz not completed by the due date/time), as stated below...*

4. All assignments (unless otherwise specified) should be typed and double-spaced using 12-pt., Times New Roman font with 1-inch margins all around in a Microsoft word .doc or .docx format. Please ensure that you properly cite any and all references. Programs such as Pages and Numbers, and other formats will not be accepted as they are not viewable in Canvas. If assignments fail to follow this format, points will be deducted.
5. Quizzes must be completed on the dates they are assigned and with adherence to the due date
6. Requests for taking quizzes or submitting assignments after the due dates require official documentation of such events such as illness, family emergency or a University-sanctioned activity.

7. Students must contact the instructor as soon as possible if they anticipate missing multiple classes due to events such as chronic illnesses, travel related to team sports, or other University activities. In the case of an absence due to a University-sanctioned event, students should make prior arrangements to miss class, assignments, quizzes by emailing the professor, Jen Emigh (jre146@psu.edu) as well as the TA at least one week in advance to document their absence. For University sanctioned events, official University documentation must be provided with this request in order to make up a missed exam, quiz or assignment. The instructor will determine the minimal attendance and participation required in order to meet course responsibilities.
 8. Keep all copies of returned assignments.
 9. Students are responsible for monitoring their grades and notifying the professor of discrepancies.
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PENN STATE POLICIES

Academic Integrity

Academic integrity is the pursuit of scholarly activity in an open, honest and responsible manner. Academic integrity is a basic guiding principle for all academic activity at The Pennsylvania State University, and all members of the University community are expected to act in accordance with this principle. Consistent with this expectation, the University's Code of Conduct states that all students should act with personal integrity, respect other students' dignity, rights and property, and help create and maintain an environment in which all can succeed through the fruits of their efforts.

Academic integrity includes a commitment not to engage in or tolerate acts of falsification, misrepresentation or deception. Such acts of dishonesty violate the fundamental ethical principles of the University community and compromise the worth of work completed by others.

For further information, and the College of Health and Human Development's expanded policy, please follow this link.

Student Disability Resources

Penn State welcomes students with disabilities into the University's educational programs. Every Penn State campus has an office for students with disabilities. The Student Disability Resources Web site provides contact information for every Penn State campus: <http://equity.psu.edu/sdr/disability-coordinator>. For further information, please visit the Student Disability Resources Web site: <http://equity.psu.edu/sdr>.

In order to receive consideration for reasonable accommodations, you must contact the appropriate disability services office at the campus where you are officially enrolled,

participate in an intake interview, and provide documentation:
<http://equity.psu.edu/sdr/applying-for-services>.

If the documentation supports your request for reasonable accommodation, your campus's disability services office will provide you with an accommodation letter. Please share this letter with your instructors and discuss the accommodation with them as early in your courses as possible. You must follow this process for every semester that you request accommodation.

Counseling and Psychological Services

Many students at Penn State face personal challenges or have psychological needs that may interfere with their academic progress, social development, or emotional wellbeing. The university offers a variety of confidential services to help you through difficult times, including individual and group counseling, crisis intervention, consultations, online chats, and mental health screenings. These services are provided by staff who welcome all students and embrace a philosophy respectful of clients' cultural and religious backgrounds, and sensitive to differences in race, ability, gender identity and sexual orientation. Counseling and Psychological Services at University Park (CAPS) (<http://studentaffairs.psu.edu/counseling/>): 814-863-0395 Counseling and Psychological Services at Commonwealth Campuses (<https://senate.psu.edu/faculty/counseling-services-at-commonwealth-campuses/>)

Penn State Crisis Line (24 hours/7 days/week): 877-229-6400

Crisis Text Line (24 hours/7 days/week): Text LIONS to 741741

Reminder: These services are for non-emergencies only. If you or someone you know is experiencing a crisis situation, please call your local crisis center or 911.

Penn State Values

The Penn State Values, recently approved by the University, represent a core set of ideas developed by the university community.

Penn State Values

INTEGRITY: We act with integrity and honesty in accordance with the highest academic, professional, and ethical standards.

RESPECT: We respect and honor the dignity of each person, embrace civil discourse, and foster a diverse and inclusive community.

RESPONSIBILITY: We act responsibly, and we are accountable for our decisions, actions, and their consequences.

DISCOVERY: We seek and create new knowledge and understanding, and foster creativity and innovation, for the benefit of our communities, society, and the environment.

EXCELLENCE: We strive for excellence in all our endeavors as individuals, an institution, and a leader in higher education.

COMMUNITY: We work together for the betterment of our University, the communities we serve, and the world.

Diversity

With our focus on the improvement of the quality of individuals' lives within their families and communities, the College of Health and Human Development naturally places the understanding of diversity in a central position in both its mission and vision. Through teaching, research, and outreach programs, we strive to communicate the importance of diversity to both College and community members. "Diversity" is broadly defined by the College as "human differences," including differences in age, social class, disability, race, ethnicity, immigrant status, gender, gender expression, religion, veteran status, and sexual orientation."

Report a Bias Incident

Penn State takes great pride to foster a diverse and inclusive environment for students, instructors, and staff. Acts of intolerance, discrimination, or harassment due to age, ancestry, color, disability, gender, gender identity, national origin, race, religious belief, sexual orientation, or veteran status are not tolerated.

Students, instructors, or staff who experience or witness a possible bias motivated incident are urged to report the incident immediately through Educational Equity at the Report Bias webpage: <http://equity.psu.edu/reportbias/>

TEACH Act

The materials on the course website are only for the use of students enrolled in this course for purposes associated with this course and may not be retained or further disseminated.

University Emergency Procedure

In the event of a University-wide emergency, the course may be subject to changes. Exigent circumstances may require alternative delivery methods, class materials, and interactions with the instructor and/or classmates. In addition, there may be revisions to grading policies and the Calendar, including assignments and their due dates.

In the event of a University-wide emergency, please refer to the Canvas website at <https://psu.instructure.com> for specific information related to the course. For more general information about the emergency situation, please refer to the Penn State website at <http://www.psu.edu> or Penn State News website at <http://news.psu.edu>.

To register with PSUAlert, a service designed to alert the Penn State community when situations arise that affect the ability of a campus to function normally, please go to the PSU Alert website at <https://psualert.psu.edu/>. Subscribers can receive alerts by text message to cell phones, and also can elect to have alerts sent to an email address.

Syllabus Subject to Change

The class will likely adhere to the information outlined in this Syllabus, but adjustments may be made based on what actually transpires during the semester. Remaining in the course after reading this Syllabus will signal that you accept the possibility of changes and responsibility for being aware of them.