

**Eastern Illinois University**  
**New/Revised Course Proposal Format**  
**(Approved by CAA on 4/3/14 and CGS on 4/15/14, Effective Fall 2014)**

**Banner/Catalog Information (Coversheet)**

1. ☒ **New Course** or ☐ **Revision of Existing Course**
2. **Course prefix and number:** KSS 5505
3. **Short title:** Admin in Sports Medicine
4. **Long title:** Administration in Sports Medicine
5. **Hours per week:** 3 Class 0 Lab 3 Credit
6. **Terms:** ☒ Fall ☐ Spring ☐ Summer ☐ On demand
7. **Initial term:** ☒ Fall ☐ Spring ☐ Summer Year: 2020
8. **Catalog course description:** A critical examination of the various administrative aspects of the athletic training allied healthcare profession.

**9. Course attributes:**

General education component: Not applicable

☐ Cultural diversity ☐ Honors ☐ Writing centered ☐ Writing intensive  
☐ Writing active

**10. Instructional delivery**

**Type of Course:**

☒ Lecture ☐ Lab ☐ Lecture/lab combined ☐ Independent study/research  
☐ Internship ☐ Performance ☐ Practicum/clinical ☐ Other, specify: \_\_\_\_\_

**Mode(s) of Delivery:**

☒ Face to Face ☐ Online ☐ Study Abroad  
☐ Hybrid, specify approximate amount of on-line and face-to-face instruction \_\_\_\_\_

- 11. Course(s) to be deleted from the catalog once this course is approved.** none

- 12. Equivalent course(s):** none

**a. Are students allowed to take equivalent course(s) for credit?** ☐ Yes ☒ No

- 13. Prerequisite(s):** Admittance into the Athletic Training professional master's degree program and a "C" or better in KSS 5406 – General Medical Conditions in the Athlete

a. Can prerequisite be taken concurrently? ☐ Yes ☒ No

b. Minimum grade required for the prerequisite course(s)? ☐ C

c. Use Banner coding to enforce prerequisite course(s)? ☒ Yes ☐ No

d. Who may waive prerequisite(s)?

☒ No one ☐ Chair ☐ Instructor ☐ Advisor ☐ Other (specify)

14. Co-requisite(s): ☐ KSS 5508 – Athletic training clinical field experience V\_\_\_\_\_

**15. Enrollment restrictions**

a. Degrees, colleges, majors, levels, classes which may take the course: ☐ Restricted to students actively admitted into the Master's Degree in Athletic Training Program\_\_\_\_\_

b. Degrees, colleges, majors, levels, classes which may not take the course: ☐ Any Non-Athletic Training master's degree student\_\_\_\_\_

16. Repeat status: ☒ May not be repeated ☐ May be repeated once with credit

17. Enter the limit, if any, on hours which may be applied to a major or minor: N/A

18. Grading methods: ☒ Standard ☐ CR/NC ☐ Audit ☐ ABC/NC

**19. Special grading provisions:**

☐ Grade for course will not count in a student's grade point average.

☐ Grade for course will not count in hours toward graduation.

☐ Grade for course will be removed from GPA if student already has credit for or is registered in: \_\_\_\_\_

☐ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: \_\_\_\_\_

**20. Additional costs to students:**

Supplemental Materials or Software ☐ N/A\_\_\_\_\_

Course Fee ☐ No ☒ Yes, Explain if yes\_ Taping & emergency care supply fee is necessary for students to have access to practice with expendable supplies to learn critical care and prevention strategies in the athletic training healthcare profession. \$25.00

**21. Community college transfer:**

☐ A community college course may be judged equivalent.

☒ A community college may not be judged equivalent.

Note: Upper division credit (3000+) will not be granted for a community college course, even if the content is judged to be equivalent.

### **Rationale, Justifications, and Assurances (Part I)**

1. X Course is required for the major(s) of: Master's Degree in Athletic Training \_\_\_\_\_  
\_\_\_\_ Course is required for the minor(s) of \_\_\_\_\_  
\_\_\_\_ Course is required for the certificate program(s) of \_\_\_\_\_  
\_\_\_\_ Course is used as an elective
2. **Rationale for proposal:** KSS 5505 will be a required course within the athletic training master's degree program. This is a foundational administration course and is vital to the knowledge & skill base for athletic training professionals
3. **Justifications for (answer N/A if not applicable)**  
Similarity to other courses: N/A  
Prerequisites: Admittance into the Athletic Training professional master's degree program due to a secondary admissions process & a "C" or better in KSS 5406 – General Medical Conditions in the Athlete  
Co-requisites: KSS 5508 -Athletic Training Clinical Field Experience V will reinforce material taught in KSS 5505 in a clinical setting  
Enrollment restrictions: Restricted to graduate students actively admitted into the Master's Degree in Athletic Training Program due to a secondary admissions process  
Writing active, intensive, centered: N/A
4. **General education assurances (answer N/A if not applicable)**  
General education component: N/A  
Curriculum: N/A  
Instruction: N/A  
Assessment: N/A
5. **Online/Hybrid delivery justification & assurances (answer N/A if not applicable)**  
Online or hybrid delivery justification: N/A  
Instruction: N/A  
Integrity: N/A  
Interaction: N/A

## **Model Syllabus (Part II)**

Please include the following information:

1. Course number and title: KSS 5505 - Administration in Sports Medicine
2. Catalog description: A critical examination of the various administrative aspects of the athletic training allied healthcare profession.
3. Learning objectives:

LEARNING OBJECTIVE	GRADUATE LEARNING GOAL
1. Examine the various administrative processes associated with the athletic training profession	1
2. Evaluate various confidentiality issues associated with the healthcare industry	1,2
3. Examine and utilize various budget processes common in athletic training	1,2,3
4. Critically analyze current types of healthcare insurance and how it impacts patient care	1,2,3,4
5. Examine and implement the skills necessary for a successful job search	1,2,3
6. Design and implement processes involved with facility planning, design and maintenance as it is related to the athletic training profession	1,2,3
7. Critically critique current issues and trends that are impacting the athletic training profession	1,2,3,4
8. Synthesize evidence based research relevant to current administrative practices in athletic training	1,2,3,4

4. Course materials:

Ray, R., Konin, J. Management Strategies in Athletic Training, 4<sup>th</sup> ed. Human Kinetics, 2011.

5. Weekly outline of content.

Face-to-face: Each week will be constructed on the assumption of a minimum of 150 minutes for lecture in addition to 300 minutes of reading, review, research and preparation on the part of the student.

WEEK	CONTENT	OBJECTIVE
Week 1	Planning & Design of Athletic Training Facilities	1,6
Week 2	Budget Processes	1,3
Week 3	Introduction to Management in Athletic Training	1
Week 4	Program Management	1
Week 5	Information Management	1,2
Week 6	Human Resource Management	1

Week 7	Job Search Techniques	5
Week 8	Legal Issues in Athletic Training	2
Week 9	Ethics in Athletic Training	2
Week 10	Healthcare Insurance Programs	1,2,4
Week 11	Reimbursement for Healthcare Services	1,4
Week 12	Implementation of Pre-Participation Physical Exams	1,2
Week 13	Implementation of Drug Testing Programs	1,2
Week 14	Current Issues & Trends in the Profession	7,8
Week 15	Current Issues & Trends in the Profession	7,8
Week 16	Final Exam	1-8

**6. Assignments and evaluation, including weights for final course grade.**

Assignments (including but not limited to): (20%)

Budget assignments

Interactive reading assignments

Job search assignments

Research: (20%)

Current topics & trends literature review

Assessments: (60%)

Weekly quizzes

Written exams

Comprehensive midterm exam

Comprehensive final exam

**7. Grading scale.**

A = 90-100% of total points

B = 80-89% of total points

C = 70-79% of total points

D = 60-69% of total points

F < 60% of total points

**8. Correlation of learning objectives to assignments and evaluation.**

OBJECTIVE	ASSIGNMENTS (20%)	RESEARCH (20%)	ASSESSMENTS (60%)
1	X		X
2	X		X
3	X		X
4	X	X	X
5	X		X
6	X		X
7.	X	X	X
8.	X	X	X

**Date approved by the department or school:** September 22, 2017

**Date approved by the college curriculum committee:** October 9, 2017

**Date approved by the Honors Council** (*if this is an honors course*):

**Date approved by CAA:**        **CGS:**