

COURSE SYLLABUS



COURSE TITLE: KIN 491 Applied Exercise Management

CLASS SECTION: 001

TERM: W2025

COURSE CREDITS: 3

DELIVERY METHOD(S): In-Person. PISE 329B Thursday 2:30-4:20pm (Bi-weekly)

Camosun College respectfully acknowledges that our campuses are situated on the territories of the Ləkʷəŋən (Songhees and Kosapsum) and WSÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.

INSTRUCTOR DETAILS

NAME: Graham Frost

EMAIL: frostg@camosun.ca

OFFICE: PISE 317

HOURS: Available by Appointment

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

SFL 491 is a seminar and work experience-based course that provides an opportunity for guided, program-related learning in a workplace setting. Bi-weekly seminars will cover profession related, professional readiness and work experience review topics.

PREREQUISITE(S): COM in CDEV WPS

CO-REQUISITE(S): None.

EQUIVALENCIES: None.

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course a student will be able to:

- Set and pursue realistic and achievable learning goals for the work experience.
- Gain exposure to current industry practices, issues, technologies and skills relevant to their program of study and desired career options.
- Observe and apply critical and creative thinking skills in the sport or fitness industry environment.
- Acquire program development and marketing skills from the work experience when possible.
- Apply the theoretical and practical knowledge and skills gained through the program in a practical fitness or sport administration setting.
- Develop practical experience in fitness testing and counselling when possible.
- Develop skills in facility and human resource management when possible.
- Develop skills in financial management and revenue generation when possible.

- Observe and demonstrate behaviours typical of and appropriate to their profession.
- Acquire other relevant work readiness skills when possible.
- Establish a network of colleagues, supervisors and associated contacts in their career field.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

You do not need to buy a textbook for this course. The course material is based on materials posted on D2L & will be distributed throughout the term.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK or DATE RANGE	ACTIVITY or TOPIC	Due
Session 1: Jan. 9	Course Introduction & Workplace Confirmation	Workplace Contact Information
Session 2: Jan. 23	Workplace Goal Setting & Career Planning	Work Experience Learning Plan
Session 3: Feb. 6	Industry Certifications Workshop	Certifications Reflection
Session 4: Feb. 20	Reading Break. Get those hours accumulated!	Midterm Reflection on Learning
Session 5: March 6	KIN Alumni Roundtable: Experiences Post Graduation	Alumni Reflection
Session 6: March 20	Work Experience Artifacts: Resumes, Accomplishment Statements and Referees.	Updated Resume
Session 7: April 3	Workplace Experiences Roundtable	Hours Tracking Sheet Employer Performance Evaluation Student Reflection on Learning

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced noticed is required. Deadlines can be reviewed on the [CAL exams page](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams). <https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams>

EVALUATION OF LEARNING

As this course is a seminar, it is expected that students meet the goals, criteria or competencies established for this course. Assignments and presentations will be marked as COMPLETE or INCOMPLETE. If a student is given an INCOMPLETE, the student will be required to resubmit the assignment. The purpose of the

INCOMPLETE is to ensure the student understands the basic concepts and materials covered in the assignment. The following are a list of competencies that must be met to receive a COM in KIN 491:

- Participation in bi-weekly seminars - must attend and participate in all seminars.
- Placement hours – must complete 100 hours by Apr. 11, 2025 before midnight
- Term Placement Assignment (in this order) – due by Apr. 11, 2025 before midnight. The following are to be submitted on D2L dropbox:
 1. Copy of contract
 2. Updated resume
 3. Timesheet
 4. Samples of work
 5. Student Self-Assessment
 6. Student Reflection (what you learned, how does this relate to career path and goals etc.)
 7. Work Experience Supervisor Assessment(to be emailed in by supervisor to wadsworthk@camosun.ca)

GRADINGSYSTEMS<http://www.camosun.bc.ca/policies/policies>. Competency Based Grading System (Non GPA)
This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

If you have a concern about a grade you have received for an evaluation, please address it as soon as possible. Refer to the [Grade Review and Appeals](#) policy for more information.

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

Seminars focus on the transition from school to career and can include topics such as applications, job search strategies, networking with various kinesiology professionals in the field.

Work experience:

Schedule is dependent upon arrangements made with your placement site. Minimum of 100 hours must be obtained by the end of the winter semester. Student is responsible for finding her/his own placement.

Students MUST complete/submit each part of the term assignment in order to be able to pass this course.

Attendance: Students are expected to attend all classes. Attendance is mandatory unless you have a medical reason for missing it, in which case you should email the instructor ahead of time to make note of your reason for missing class. Failure to attend the seminar sessions could result in failure of the course. An excused absence includes:

- A medical certificate
- An intercollegiate trip/Camosun Chargers Responsibilities
- Permission of instructor prior to absence
- Compassionate reasons
- Illness

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit camosun.ca/services.

Support Service	Website
Academic Advising	camosun.ca/services/academic-supports/academic-advising
Accessible Learning	camosun.ca/services/academic-supports/accessible-learning
Counselling	camosun.ca/services/health-and-wellness/counselling-centre
Career Services	camosun.ca/services/co-operative-education-and-career-services
Financial Aid and Awards	camosun.ca/registration-records/financial-aid-awards
Help Centres (Math/English/Science)	camosun.ca/services/academic-supports/help-centres
Indigenous Student Support	camosun.ca/programs-courses/iecc/indigenous-student-services
International Student Support	camosun.ca/international
Learning Skills	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills
Library	camosun.ca/services/library
Office of Student Support	camosun.ca/services/office-student-support
Ombudsperson	camosun.ca/services/ombudsperson
Registration	camosun.ca/registration-records/registration
Technology Support	camosun.ca/services/its
Writing Centre	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines:

<https://camosun.ca/cal>

Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see [Medical/Compassionate Withdrawals policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of

when or where the sexual violence occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence Policy:

<https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and camosun.ca/services/sexual-violence-support-and-education.

To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-370-3841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.