KINnected

Western HealthSciences

Western University
Faculty of Health Sciences
School of Kinesiology

KIN 3335 – Leadership in Physical Activity
Fall 2023 - Winter 2024

Instructor: Dr. Cassie Ellis **Office:** Ivey Business School, Rm. 2354 **Email:** cellis42@uwo.ca **Phone:** 519-860-0948 **Office Hours:** (tentative) Tuesdays 1:00-2:00pm in office or Zoom Otherwise by request	**Lectures: Tuesdays** **Instruction Mode:** in-person **TAs:** contact information on OWL

NOTE: All course information including grades, assignment outlines, deadlines, etc. are available via OWL. Check the website regularly for course announcements.

Calendar Course Description (including prerequisites/anti-requisites):
This course will explore the theory and practice of leadership training in how physical activity affects resilience towards stress. Focused on a Mentor-Protégé model, students will be partnered with first-year students to provide guidance in physical activity. Course topics include: leadership training, reflective practice, relationship management and conflict management.

Antirequisite(s): The former Kinesiology 3333Y.
Prerequisite(s): Registration in the School of Kinesiology; successful completion of Kinesiology 1070A/B and Kinesiology 1080A/B.
Extra Information: 3 lecture hours.

You are responsible for ensuring that you have successfully completed all course pre-requisites, and that you have not taken an anti-requisite course.

Statement on Prerequisite Checking
Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

NOTE: If you wish to enroll in this course without the stated pre-requisite(s), you must obtain written approval from the course instructor. The approval should then be forwarded to your academic counsellor.

My Course Description:

A course that examines the historical and contemporary approaches to leadership and provides students with the opportunities to apply the concepts in their personal and professional lives. Several leadership theories and applications will be reviewed and analyzed. Reflection activities and assignments will be integrated into the course to ensure deep learning and application.

Using the knowledge and skills gained in first and second year, upper year Kinesiology students will be mentors for students in first year ("mentees"). The primary focus of the mentor experience is to act as guides to direct mentee participation in regular leadership and physical activities throughout the school year. In addition, there will be significant opportunity to mentor in many areas germane to their first-year experience. Mentors are expected to spend out-of-class time with mentees. A successful mentor/mentee relationship is reciprocal in nature and thus regular check-ins will be held in-class to discuss your experience as a mentor with classmates.

Learning Outcomes/Schedule:

Kin 3335 is an experiential learning course, much like the hands-on experiences of students who are athletic trainers for varsity teams. Leadership experiences such as mentoring, leading discussions, making presentations, honing listening skills, and acting as a physical activity role model will be major learning opportunities in the course. Many of previous years' mentors suggested that this course/experience was the most beneficial and meaningful experience they had had during their entire Kinesiology program. They also appreciated that the mentoring experience and leadership skills gained added significantly to their resumés.

Upon completion of this course, students will be able to:

- Appreciate what it means to make physical activity a consistent part of a healthy lifestyle.
- Understand the connection between physical activity and a healthy lifestyle, including mental health.
- Improve communication skills.
- Appreciate the challenges of building a mentor/mentee relationship and obtain the skills required to build a successful relationship.
- Appreciate the value of reflective thinking and be better at using this tool to promote personal growth.
- Obtain important stress management, time management, and conflict management skills.
- Understand concepts of leadership and its theoretical development.
- Apply the concept of leadership (personal and professional) to a wide range of areas.
- Exposure to leaders in the industry and reflect on their leadership practices.
- Most of all, get excited for the lifelong study and practice of leadership!

Required Course Material:
Weese, W. J. (2018). *The 5C leader: Exceptional leadership practices for extraordinary times.* New York: Archway Publishing, a Division of Simon and Schuster, New York. NY.
Find the course listing link here: UWO Book Store link

Recommended book:
American Psychological Association. (2020). *Publication Manual* (7th ed). Washington, D.C.: American Psychological Association. link here

All seminar readings will be posted on OWL and discussed in class.

Tentative Class Schedule – Content & Topics

The exact order and nature of topics is, by necessity, somewhat flexible and subject to change.

	Class	Weekly Topic	Due Date
1	Sept 12	Introduction – What is leadership? Review Syllabus.	
2	Sept 19	Leadership vs Management	
3	Sept 26	Coaching & Mentoring **Assigned a Mentee*	
4	Oct 3	Self-Awareness, Personality, and Character *Seminar #1	Seminar #1
5	Oct 10	Character and Leadership	Quiz #1
6	Oct 17	Total Leadership; Servant Leadership	Discussion #1
7	Oct 24	Student Mentor Panel	Planning & Commitment
	Oct 31	***Fall Reading Week***	
8	Nov 7	Vision *Seminar #2	Seminar #2
9	Nov 14	Decision Making	Discussion #2
10	Nov 21	Leadership Matters	Quiz #2
11	Nov 28	Leadership Development *Seminar #3	Seminar #3
12	Dec 5	Leadership in Wellness – *Guest Lecture*	Discussion #3 Reflection #1
	Dec 12	***Exam Period – Winter Break***	
13	Jan 9	Communication	Quiz #3
14	Jan 16	Personal Leadership – *Guest Lecture Dr. Jim Weese*	Discussion #4
15	Jan 23	Emotional Intelligence *Seminar #4	Seminar #4
16	Jan 30	Leadership in Sport & Kinesiology: Moderated Panel	
17	Feb 6	Health & Leadership	Quiz #4
18	Feb 13	*Seminar #5	Seminar #5 Reflection #2
	Feb 20	***Spring Reading Week***	
19	Feb 27	Team Approach	Discussion #5
20	Mar 5	Culture and Leadership	
21	Mar 12	Future of Leadership; Leading Change	Quiz #5
22	Mar 19	Leadership lifecycle *Seminar #6	Seminar #6
23	Mar 26	The 5C Leader – *Guest Lecture Dr. Jim Weese*	Discussion #6
24	Apr 2	*Last Class* - Final Remarks	Reflection #3
	Apr 9	***Exam Period***	

Content Delivery:

Several content delivery modes will be used in the course including:

- lecture format - instructor-based delivery
- guest speakers, panel presentations, and reflection activities
- small group applications and activities
    - in-class discussions to debrief on assignments, dig deeper into content, small group activities, and engage in reflection and application activities.

Course Evaluation:

1. Seminar Assignments (6 x 4%)	24%
2. Reflections (2 x 5%, 1 x 6%)	16%
3. Mentor Project (see Handbook)	25%
4. Quizzes (5 x 3%)	15%
5. Final Project	20%

Note. Assignments and Quizzes are due as stated in the course syllabus and will not be accepted late, except under medical or other compassionate circumstances. Submitting a late assignment or missing a Quiz without appropriate documentation will result in a zero (0) grade. Acceptable reasons might include hospital stays, serious illness, family emergencies (like serious accidents, illness, or death) or similar circumstances. For Quizzes, if an accommodation is submitted that justifies non-attendance, there will be a makeup test provided in the next scheduled last class. For Assignments, an alternative assignment will be provided and must be completed by the agreed upon date, otherwise you will receive a zero.

1. Seminar submissions and presentations (24%)

Students will participate in small group seminars over the course of the year. There are written assignments that are to be submitted prior to each seminar. The students' submissions and participation in the discussions will be graded for each seminar.
6 seminars (3% for each Task, 1% for Participation = Total = 24%).

Seminar #	Due Date
1	Oct 3
2	Nov 7
3	Nov 28
4	Jan 23
5	Feb 13
6	Mar 19

2. Reflections (16%)

Reflections will be assigned throughout the course. Instructions will be provided. Papers are worth 1, 2 x 5% and 3 x 6%.

Reflection #	Due Date
1	Dec 5
2	Feb 13
3	Apr 2

3. Mentoring Project (25%)

Activities related to your mentoring/mentee relationship. All assessments covered in Handbook.

Grade /25	Task Item	Oct 17	Oct 24	Nov 14	Dec 5	Jan 16	Feb 27	Mar 26	Mar 30
/4	**Planning & Commitment**		Submit						
/3	**Log**				Submit		Submit		Submit
/8	**Interactions**		1	3	5	6	8	10	12
/6	**In-Class Discussion**	1		1	1	1	1	1	
/4	**Ratings**					Submit			Submit

4. Quizzes (15%)

Throughout the course, we will have 5 quizzes, each focused on one of the 5Cs from our course textbook. Details pertaining to each in-class quiz will be provided during lecture.

Quiz #	Due Date	Topic
1	Oct 10	C1 – Credibility
2	Nov 21	C2 – Compelling Vision
3	Jan 9	C3 – Charismatic Communicator
4	Feb 6	C4 – Contagious Enthusiasm
5	Mar 12	C5 – Culture Builder

5. Final Project (20%)

Individual Report. Details will be discussed in class.

Course/University Policies

1. The website for Registrarial Services is http://www.registrar.uwo.ca.

In accordance with policy, the centrally administered e-mail account provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner.

2. **Academic Offences**

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, in the Academic Calendar (westerncalendar.uwo.ca).

Plagiarism

Student work is expected to be original. Plagiarism is a serious academic offence and could lead to a zero on the assignment in question, a zero in this course, or your expulsion from the university. You are plagiarizing if you insert a phrase, sentence or paragraph taken directly from another author without acknowledging that the work belongs to him/her. Similarly, you are plagiarizing if you paraphrase or summarize another author's ideas without acknowledging that the ideas belong to someone else. All papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western University and Turnitin.com (www.turnitin.com).

Re-submission of Previously Graded Material

Without the explicit written permission of the instructor, you may not submit any academic work for which credit has been obtained previously, or for which credit is being sought, in another course or program of study in the University or elsewhere.

Use of Statistical Pattern Recognition on Multiple Choice Exams

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

3. **Use of Electronic Devices**

During Exams: Unless you have medical accommodations that require you to do so, or explicit permission from the instructor of the course, you may not use any electronic devices during ANY tests, quizzes, midterms, examinations, or other in-class evaluations.

During Lectures and Tutorials: Although you are welcome to use a computer during lecture and tutorial periods, you are expected to use the computer for scholastic purposes only, and refrain from engaging in any activities that may distract other students from learning. From time to time, your professor may ask the class to turn off all computers, to facilitate learning or discussion of the material presented in a particular class. **Unless explicitly noted otherwise, you may not make audio or video recordings of lectures –**

nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.

Personal Response Systems ("clickers") may be used in some classes. For those classes in which we use this technology, it is your responsibility to ensure that the device is activated and functional. You must speak with the course instructor immediately, if you have any concerns about whether or not your clicker is malfunctioning.
You must use only your own clicker. For all components of this course in which clicker records are used to compute a portion of the grade:

- The use of somebody else's clicker in class constitutes a scholastic offence;
- The possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offense

4. Academic Considerations and Absences from Lectures and Assessments

Religious Accommodation
When a course requirement conflicts with a religious holiday that requires an absence from the University or prohibits certain activities, students should request (in writing) any necessary academic considerations at least two weeks prior to the holiday to the academic counsellors in their Home Department. Additional information is provided in the Western Multicultural Calendar.

Academic Accommodation
Please contact the course instructor if you require lecture or printed material in an alternate format or if any other arrangements can make this course more accessible to you. Students with ongoing accommodation needs within this course are also encouraged to contact Accessible Education, which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The policy on Academic Accommodation for Students with Disabilities can be found here.

Academic Consideration
The University recognizes that a student's ability to meet their academic responsibilities may, on occasion, be impaired by extenuating circumstances that are medical or compassionate in nature. These extenuating circumstances may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. In all cases, students are advised to consult with the academic counsellors in their home units, at their earliest opportunity. Academic counsellors may refer students to Accessible Education for ongoing academic accommodations.

Most forms of academic consideration require documentation, and this documentation is to be submitted to academic counsellors within five (5) business days of their return to academic responsibilities. Any such documents will be retained in the student's file, and will be held in confidence in accordance with the University's Official Student Record Information Privacy Policy. Once the petition and supporting documents have been received and assessed, appropriate academic considerations shall be determined by academic counseling, in consultation with the student's instructor(s). Academic

considerations may include extension of deadlines, waiver of attendance requirements for classes/labs/tutorials, arranging Special Exams or Incompletes, re-weighting course requirements, or granting late withdrawals without academic penalty. Academic considerations shall be granted only where the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete their academic responsibilities. (Note – it will not be sufficient to provide documentation indicating simply that the student "was seen for a medical reason" or "was ill.").

Whenever possible, students who require academic considerations should provide notification and documentation in advance of due dates, examinations, etc. Under no circumstances are students expected to submit rationales for (or documentation of) any absences, to course instructors. Students are, however, required to follow-up with course instructors, in a timely fashion, to identify the ways in which the academic consideration will be implemented.

Examination Conflicts

A student completing tests or examinations with flexible submission times (e.g., where one or more evaluation is a take-home assessment) cannot request alternative arrangements unless a conflict cannot be avoided by rescheduling writing the exam to a different time within the window specified by the instructor. This applies to direct conflicts as well as "heavy load" conflicts (e.g., three exams within a 23-hour period). The student should discuss any concerns about a potential conflict and/or request academic considerations with their academic counselling unit prior to the deadline to drop a course without academic penalty

In the case of online tests and examinations, use of a "Conflict Room," wherein student can write two proctored exams concurrently, will be interpreted as arrangements for continuous proctoring.

5. ***Contingency Plan for an In-Person Class Pivoting to 100% Online Learning***

In the event of a situation that requires this course to pivot to online content delivery, all remaining course content will be delivered entirely online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on OWL for students to view at their convenience). The grading scheme will **not** change. Any remaining assessments will also be conducted online as determined by the course instructor

Note that disruptive behaviour of any type during online classes, including inappropriate use of the chat function, is unacceptable. Students found guilty of Zoom-bombing a class or of other serious online offenses may be subject to disciplinary measures under the Code of Student Conduct.

6. **Online Proctoring**

Tests and examinations in this course may be conducted using a remote proctoring service. By taking this course, you are consenting to the use of this software and acknowledge that you will be required to provide **personal information** (including some biometric data) and the session will be **recorded**. Completion of this course will require you to have a reliable internet connection and a device that meets the technical requirements for this service.

More information about this remote proctoring service, including technical requirements, is available on Western's Remote Proctoring website at: https://remoteproctoring.uwo.ca.

7. Grades

Where possible assignment objectives and rubrics will be posted on OWL.
Generally, students can expect some form of feedback on their performance in a course before the drop date.

- November 13th, 2023 (for first term half-courses)
- November 30th, 2023 (for full-year courses)
- March 7th, 2024 (for second term half-or full year courses)

A+	90-100	*One could scarcely expect better from a student at this*
A	80-89	*Superior work that is clearly above average*
B	70-79	*Good work, meeting all requirements and eminently satisfactory*
C	60-69	*Competent work, meeting requirements*
D	50-59	*Fair work, minimally acceptable.*
F	below 50	*Fail*

Rounding of Grades (for example, bumping a 79 to 80%):
This is a practice some students request. The final grade documented is the grade that you have achieved. There is no rounding to the next grade level, or 'giving away' of marks. Please don't ask me to do this for you; the response will be "please review the course outline where this is presented".

Appealing a Grade Within this Course
You have the right to appeal any grade within this course. The grounds for a grade appeal may be one or more of: medical or compassionate circumstances, extenuating circumstances beyond the student's control, bias, inaccuracy, or unfairness. All grounds advanced in a request for relief must be supported by a clear and detailed explanation of the reasons for the request together with all supporting documentation.

Appeals generally proceed in this order:

1. Course instructor (informal consultation)
2. Department Chair (submission of written request)
3. The Dean of the Faculty (submission of written request)

In the case of perceived procedural unfairness, steps 2 and 3 are carried out within the Department and Faculty offering the course. In the case of extenuating medical or compassionate circumstances that impact on a grade, steps 2 and 3 are carried out within a student's Home Department and Faculty.

A request for relief against a mark or grade must be initiated with the instructor as soon as possible after the mark is issued. In the event that the instructor is not available to the student, or fails to act, or if the matter is not resolved satisfactorily with the instructor, a written request for relief must be submitted to the Chair of the Department within three weeks of the date that the mark was issued. In the case of a final grade in a course, the written request for relief must be submitted to the Chair of the department by January 31st (for first-term half courses) or June 30th (for second-term half courses or full-year courses

8. **Support Services**

Health and Wellness:

Information regarding health and wellness-related services available to students may be found at http://www.health.uwo.ca/.

Students who are in emotional/mental distress should refer to Mental Health@Western (http://www.health.uwo.ca/) for a complete list of options about how to obtain help.

There are various support services around campus and these include, but are not limited to:
Student Development Centre -- http://www.sdc.uwo.ca/ssd/
Ombudsperson Office -- http://www.uwo.ca/ombuds/

9. **Student Code of Conduct**

The purpose of the Code of Student Conduct is to define the general standard of conduct expected of students registered at Western University, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed and set out the disciplinary procedures that the University will follow. For more information, visit https://www.uwo.ca/univsec/pdf/board/code.pdf