

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



Sault College

**COURSE OUTLINE**

**COURSE TITLE:** Recreation Planning

**CODE NO. :** NRT 204                      **SEMESTER:** 4

**PROGRAM:** Parks and Recreation

**AUTHOR:** Mark Crofts

**DATE:** Dec. 2000      **PREVIOUS OUTLINE DATED:** Dec. 1999

**APPROVED:**

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	<b>DEAN</b>	<b>DATE</b>

**TOTAL CREDITS:**

**PREREQUISITE(S):** None

**LENGTH OF COURSE:** 3 hrs x 14 wks                      **TOTAL CREDIT HOURS:** 42

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*For additional information, please contact*  
*School of Natural Resources*  
*(705) 759-2554, Ext. 687*

**I. COURSE DESCRIPTION:**

Recreation planning will be examined on two levels; the planning of recreational uses on public lands and private resorts, and the planning of special events.

While examining several case studies (conservation lands, protected areas, resorts/lodges) students will identify: ways to integrate uses, anticipate and reconcile use conflicts; funding and staffing constraints, impact monitoring techniques, management planning, etc.

Recreational event planning processes will be introduced. Various case studies will be examined (outdoor sporting events, festivals, openings/unveilings, special seasonal events, etc.). Topics include setting goals and objectives, organizational structure, community participation and volunteerism, logistics, media relations, finances, promotion, evaluation. Students will assist with the implementation of a community event such as the Bon Soo Winter Carnival.

**II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:**

Upon successful completion of this course, the student will demonstrate the ability to:

**1. Implement and evaluate event management planning procedures**Potential Elements of the Performance:

- Report on their personal involvement in an event.
- Volunteer in aspects of event planning and implementation for the Bon Soo Winter Carnival.
- Recommend enhancements to the planning process based upon their volunteer experience
- Identify key steps in the event planning process
- Describe trends in volunteerism, fundraising, marketing, etc.
- Attend planning meetings and report on meeting techniques
- Understand the role of advisory boards and steering committees
- Use event planning tools (guidebooks, checklists, etc.)
- Use fundraising software

This learning outcome will constitute approximately 45% of the course.

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2. **Describe, in a comprehensive manner, elements of recreation planning which relate to the operation of private and municipal recreation facilities.**

Potential Elements of the Performance:

- Describe some of the key elements of resort/facility management including scheduling, staffing, infrastructure, reporting, training, licensing, regulations, risk management, etc.
- List various marketing devices, media and venues, etc.
- Access support services (research data, small business consulting, marketing, etc.) from government agencies, travel and trade associations.
- Understand specific issues related to the use of crown land by private companies offering recreation experiences (land use permits, fees, the remote tourism industry)
- Participate in field trips to local recreational facilities

This learning outcome will constitute approximately 10% of the course

3. **Analyze and discuss the many management challenges related to recreation planning on conservation lands.**

Potential Elements of the Performance:

- Complete a case study summarizing recreation planning and an issues analysis for a municipal park or conservation area.
- Analyze the costs/benefits (financial and ecological) of recreational activities on conservation lands
- Recognize trends in recreation (i.e. mountain biking) and the implications for conservation land managers
- Examine ways to integrate multiple and sometimes conflicting uses
- Understand the role of stakeholder committees

This learning outcome will constitute approximately 20% of the course.

4. **Analyze and discuss the many management challenges related to recreation planning in protected areas.**

Potential Elements of the Performance:

- complete a case study summarizing recreation planning and an issues analysis in a protected area.

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- Discuss the challenge of balancing recreational use with ecosystem integrity
- Examine methods of managing recreational use (zoning, quotas, education, closures, restoration)
- Name key park documents related to recreation management (Hazard Trail Assessment, Bear Management, Visitor Risk Management, etc).

This learning outcome will constitute approximately 25% of the course.

### III. TOPICS:

#### 1. **Event Planning Case Studies**

Competitive Recreation: World Cup of Orienteering  
Environmental/Outdoor Rec. programs: Ganaraska Forest Centre  
Special Events: Maple Syrup, Great Sault Shoreline Clean-Up  
Festivals: Childrens Environmental Festival, Canada Day Events  
Meetings and Symposia: Fed. Ont. Naturalists A.G.M.  
Openings: Ministerial Visits, Protocols, etc.

Event Planning Processes:

Budgeting, scheduling, promotion, volunteerism, effective meetings, advisory boards and steering committees, training, liability, evaluation, etc.

#### 2. **Recreation Planning – Private/Civic Facilities**

Resorts, camps, lodges, community centers, municipal parks

#### 3. **Recreation Planning - Conservation Lands**

Ganaraska Forest: case study  
User group conflicts, Users Committee, Zoning, Enforcement, Fundraising (membership system), Management Plans, Impact Monitoring, Public consultation.

#### 4. **Recreation Planning - Protected Areas**

Role of protected areas, a review  
Pukaskwa National Park: case study  
User group conflicts, Zoning, Enforcement, Management Plans (Visitor Risk, Bear management, Heritage Resources Impact), Impact Monitoring, Quotas, Group size limits, Can and Bottle bans, Public consultation, Search and Rescue.

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**IV. REQUIRED RESOURCES/TEXTS/MATERIALS:**

Readings provided by instructor

**V. EVALUATION PROCESS/GRADING SYSTEM:**

5 %	Special Event Case Study
20 %	Event Planning Volunteer placement (min. 10 hours of work – administration and customer service and event marshalling.)
10%	Report evaluating volunteer experience
15 %	Conservation Area Case Study
25 %	Protected Area Case Study
10 %	Field Trip participation
15 %	Quizzes/Tests

The following semester grades will be assigned to students in postsecondary courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	3.75
B	70 - 79%	3.00
C	60 - 69%	2.00
R (Repeat)	59% or below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field placement or non-graded subject areas.	
U	Unsatisfactory achievement in field placement or non-graded subject areas.	
X	A temporary grade. This is used in limited situations with extenuating circumstances giving a student additional time to complete the requirements for a course (see <i>Policies &amp; Procedures Manual – Deferred Grades and Make-up</i> ).	
NR	Grade not reported to Registrar's office. This is used to facilitate transcript preparation when, for extenuating circumstances, it has been impossible for the faculty member to report grades.	

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Code No.**VI. SPECIAL NOTES:**Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your instructor and/or the Special Needs office. Visit Room E1204 or call Extension 493, 717, or 491 so that support services can be arranged for you.

Retention of course outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Plagiarism

Students should refer to the definition of “academic dishonesty” in *Student Rights and Responsibilities*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course, as may be decided by the professor. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

The Professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

**VII. PRIOR LEARNING ASSESSMENT:**

Students who wish to apply for advanced credit in the course should consult the instructor.

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Code No.**VIII. DIRECT CREDIT TRANSFERS:**

Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean's secretary. Students will be required to provide a transcript and course outline related to the course in question.

**IX. COURSE POLICIES:****Health and Safety:**

Students must wear appropriate safety gear during field operations (eye, hearing, head, foot protection) and dress appropriate to the weather.

**Attendance:**

Attendance at labs, lectures and field trips is important. There is a great deal of effort in planning, scheduling, budgeting, etc. involved in all aspects of the course. Students missing more than one lecture, one lab and one field trip will receive an "R" grade, unless there are exceptional circumstances.

A field trip schedule will be provided to students before the end of September. Graded **quizzes will be given at the end of each trip.**

**Notetaking:**

While the course texts are a significant source of information for the course, they are not the only source. Students must take notes summarizing additional material that is presented in class. All material is valid test material.

**Rewrites/Supplementary Exams:**

There will be no rewrites/supplementary exams in this course unless in exceptional circumstances..

**Assignments:**

All assignments must be submitted on time, or be **penalized 10% of the mark per day including weekends.** Check each assignment for the due date and time. Anything handed in past this time is late. Assignments must be word processed, double-spaced and follow other formatting specifications outlined by the instructor. Students are responsible for ensuring that their assignments are received by the instructor.

**Class Conduct:**

Classes will be conducted in the same manner as would a meeting in the work place environment. Eating is not permitted, except for light snacks during group work or study periods.

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