



ACHIEVING DREAMS

Division of Health, Physical Education and Athletics  
Lane Community College

## PE 183F & PE 183G: Fitness Education Course Syllabus Winter Term 2012

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### Course Description:

#### PE 183F - Fitness Education: Introduction (first term Fitness Center students)

Students are guided in creating a well-rounded, self-paced fitness program. All first time registrants complete a mandatory orientation including health screening, exercise program information and course expectations. Following orientation, students attend exercise sessions during Fitness Center usage hours to fulfill course requirements and meet personal fitness goals. The Fitness Center offers instructional assistance in personalized exercise programming, seminars, and opportunities for fitness development and stress management. All students are encouraged in a supportive and noncompetitive environment.

#### PE 183G - Fitness Education: Returning (second term and beyond)

For students who have taken PE 183F Fitness Education: Introduction. Students continue their well-rounded, self-paced fitness program. The Fitness Center offers continued instructional assistance in personalized exercise programming, seminars, fitness assessments and opportunities for fitness development and stress management. Students attend exercise sessions during Fitness Center usage hours to fulfill course requirements and meet personal fitness goals.

### Fitness Center Class Times:

**Monday – Thursday 6:30am – 6:30pm**

**Friday 6:30am – 5:00pm**

**Saturday 9:00am - Noon**

Please note, the Fitness Center and the entire College will be **CLOSED** on Monday, January 16<sup>th</sup> for Martin Luther King Day and on Monday, February 20<sup>th</sup> for President's Day.

*Inclement weather is always a possibility during Winter term. Sign up for the Lane Alert system through My Lane in order to receive the latest information on school closures.*

**\*\*The last day for workout credit in the Fitness Center is Saturday, March 17<sup>th</sup>. All final exams, workouts, and fitness assessment worksheets must be completed by Noon.\*\***

## Course Requirements and Grading Policies

**Teaching Methodologies:** This course combines lecture, demonstration, guided learning, observation, feedback, and group and individualized instruction.

**This class is an excellent opportunity for you to meet your fitness goals, improve your health and get an academic credit! However, due to the self-paced nature of this course, students must have good time management and self management skills and be self-motivated to attend. It is essential for you to plan ahead and attend consistently throughout the term in order to be successful (typically averaging at least three times per week).** This syllabus and the Moodle site contain important information that relates to Fitness Center policies and grading requirements. Other fitness-related resources and handouts are available in the Fitness Center.

**Course Opportunities:** In addition to access to the Fitness Center during open hours, students may choose to participate in the following course opportunities:

- 1) Equipment Orientations – offered during the first three weeks of the term, these small group sessions will allow you to become familiar with the equipment in the Fitness Center. Sign-ups available at the front desk.
- 2) Functional Circuit Training (“Zoom at Noon”) – a group workout, led by a Fitness Center instructor, that combines muscular strength training, cardiovascular conditioning, core strengthening, balance development, body toning, and flexibility enhancement. Open to all Fitness Center students. All ability levels welcome. Drop-in workout Mondays, Wednesdays, and Fridays 12:10pm – 12:50pm.
- 3) Fitness Assessments – a comprehensive fitness level profile that includes the following assessments: body composition, cardiovascular endurance, flexibility, and muscular endurance. Appointment sign-ups available at the front desk. \*Please note restrictions on page 3.
- 4) Exercise Programming Sessions (Personal Training) – meet one-on-one with a staff member to set up a personalized exercise program. Sign-ups available at the front desk.
- 5) Educational and Activity Seminars offered throughout the term on various fitness-related topics. Schedule posted in the fitness center as well as under the ‘Calendar’ link at [www.lanecc.edu/fec](http://www.lanecc.edu/fec).
- 6) “Fit Express” – Short, focused group exercise sessions led by Exercise and Movement Science Program Interns (e.g. Core, Yoga, Stretching, etc.).

### Grading Policy

**PE 183F and PE 183G Students Grading Scale:** This class is designated as “Pass/No Pass”. For those students who wish to invest extra time to complete more workouts, you may earn an A or A+. Please note that there are no other letter grades offered in this course.

**In order to complete this class, you will be accumulating workout visits.**

**1 Workout Visit = minimum of 40 consecutive minutes of active exercise in the Fitness Center (once per day)**

#### Grading Scale

“No Pass” (NP) = less than 23 workout visits

“Pass” (P) = 23 workout visits (minimum 40 minutes each), 1 visit per day

“A” = 30 workout visits (minimum 40 minutes each) and completion of Final Exam (see page 3)

“A+” = 33 workout visits (one “visit” must be an “Extra Credit” activity listed on the next page)

(all workouts must be a minimum 40 minutes each) and completion of Final Exam (see page 3).

**First Term Fitness Education Students (PE 183F):** Completion of an Orientation is required for ALL first-term Fitness Center students. This Orientation includes: Student information forms, health screening, course outline, exercise program overview, and information on how to operate the Fitness Center computer & ID card

procedures. **Note:** The orientation will last 1 hour and 20 minutes. Once you have completed your entire orientation, you will receive **one workout visit** that will count towards your grade (applies to new students only). You can then start working out in the Fitness Center **during the class usage hours** to accumulate the remaining visits required for your desired grade.

### **Important Grading and Participation Reminders:**

**Every time you come into the Fitness Center, it is your responsibility to:**

1. Make sure you check-in using your ID card and the computer system. Wait until you see your name appear on the screen to ensure you are checked-in.
2. Make sure your workout is a minimum of 40 minutes long.
3. Make sure you check-out using your ID card and the computer system. Wait until you see your name appear on the screen to ensure you are checked-out.

***If you forget to do any of these, your workout will be deleted and won't count. This is your responsibility and instructors can't fix this. Please, please remember these 3 little steps!***

- Only **one** (1) workout visit **per day** will count for credit towards your grade. **Each visit** must be a **minimum of 40 consecutive minutes** to count towards your grade. You need to be actively participating during your 40 minutes in the Fitness Center. If you are not, your workout may be deleted for that day (at the discretion of the instructor on duty).
- You must be dressed down and ready to work out when you come into the Fitness Center **before** checking in, and still dressed down to check out **prior to** leaving the Fitness Center. If you are not dressed down properly, you will be asked to check-out and change your clothes prior to beginning your workout.
- We cannot hold purses, keys, backpacks, or other personal items behind the desk. You need to either lock these items up in the locker room or leave them at your own risk in the cubbies. No bags are allowed in the workout area.
- Fitness Center ID cards must be **left out in the display rack** at the front counter during your **entire** workout. All Fitness Center students must use their ID cards to check in and out. If you lose your card or it is not working, please notify a staff member immediately to receive a replacement.
- You must remain in the Fitness Center for the entire 40 minutes of your workout. **If you are not present during the time you are checked in, your workout will be terminated. This is considered Academic Dishonesty and you may receive a formal complaint filed against you.** If you need to leave the Fitness Center for any reason, please let a Fitness Center Instructor (not an intern) know prior to leaving.
- **If you forget to check out or if you leave the Fitness Center after checking in** without letting us know, you will **not** receive credit for that day's workout visit.
- **Final Exam information:** The final exam is available during the last two weeks of the term (weeks 9 and 10). Students can pick up the exam at the Fitness Center desk and complete the exam during your normal workout time. Students are allowed to use any information in the Fitness Center room to complete the exam. Questions include information from bulletin boards, newsletters, equipment, exercises, and information covered in Orientation. Completed exams should be turned in at the Fitness Center desk. Students must receive an 80% or better to pass the exam. **NOTE: Only students seeking an "A" or "A+" in the class need to take the exam (not required for the "Pass"). Exams must be completed by no later than Saturday, March 17<sup>th</sup> at Noon. No late exams will be allowed.**

### **Extra Credit Fitness Center Activities**

"Extra credit" workout visits can be earned for participation in the following activities. These are the only make-up activities available for this class. Students cannot receive make-ups by attending other PE classes.

**Students may participate in up to 5 of these activities each term. Any combination of these activities can be completed for an "extra credit" workout visit up to a maximum of 5. Students can also check-in for a regular 40-min. workout on the same day as their seminar, equipment orientation, or assessment, and both**

visits will count toward grading requirements (this is the **ONLY** exception to the “1 workout per day” rule). Please note that Exercise Programming Sessions (Personal Training) and Zoom-at-Noon are not considered “extra credit or an optional activities”; however, you may check in with your FITNESS CENTER ID card during these and the time will count toward your workout time for that day (**DO NOT CHECK IN WITH YOUR ID CARD FOR ANY OF THE OTHER EXTRA CREDIT ACTIVITIES – THIS WILL RESULT IN A LOSS OF BOTH WORKOUTS**).

### Extra Credit Activities (counts as one workout visit)

- **Seminars:** Seminars are presented on a variety of health & fitness topics each term. You need to be dressed down in exercise attire when you arrive to the seminar or you will not be allowed to stay. Students can attend any or all of the seminar topics (**each individual seminar topic once**) for credit. **You must attend and participate in the entire seminar. If you are late (even a few minutes!), you will not receive credit for the seminar.**
- **Equipment Orientation:** Equipment Orientations are offered during the first two weeks of each term. Students will be provided with information on the basic operation of Fitness Center equipment, safety and form suggestions, and will be given the opportunity for hands-on practice on the equipment. These small, group orientations are an excellent way to get started in the Fitness Center and become comfortable with the facility and equipment. Equipment Orientations dates and times will be available at the front desk. You must be dressed down in exercise attire when you arrive or you will not be allowed to stay. (Students will receive credit for one Equipment Orientation. This option cannot be repeated in subsequent terms.)
- **Fitness Assessment:** Students can earn credit for completing a fitness assessment and the accompanying worksheet **once per term**. **In order to be eligible, you must be averaging at least 3 workouts per week at the time you sign up for the appointment.** Appointment dates and times will be available at the front desk **between Week 3 through Week 9**. Students can sign up for available time slots and should arrive for the assessment **dressed down in shorts or loose fitting pants and a T-shirt**. Please **do not work out** prior to your assessment or you will not be allowed to keep your appointment. In order to receive credit for your assessment, you must complete a brief worksheet reviewing your results and setting personal goals for improvement. **This worksheet must be turned in to a Fitness Center staff member, no later than Saturday, March 17<sup>th</sup> at noon in order for your visit to be recorded and count towards your grade. All cancellations of appointments must be made a minimum of 24 hours in advance.** Cancelling appointments within 24 hours of your appointment or failing to show up for your appointment will result in the loss of the opportunity to schedule additional appointments. ***NOTE: Due to the inaccuracy of the results and safety concerns, fitness assessments are not available to students during pregnancy.***

### Fitness Education Center Classroom Environment

**Dress Code-** All students must be appropriately dressed for PE activity.

**Proper PE attire includes:**

- A regular length t-shirt with short or long sleeves that covers the waist band of your shorts/pants during activity. No profanity or inappropriate material is allowed on clothing.
- Athletic bottoms including shorts (must cover your seat during activity), fitness pants, sweats, or yoga pants.
- Athletic shoes that cover the whole foot, worn with socks.
- Examples of clothing items that are NOT allowed: tank tops, ripped shirts, half shirts, cutoffs, jeans, khakis, belts, sandals, slippers, street shoes, work boots, Crocs, Vibram or other “barefoot” shoes, etc. Please see an instructor if you need clarification. Questionable items are judged at the discretion of the instructor.
- PE clothing is also available to be checked out by students and is issued in the locker room exchange area.

- Any student noted without proper attire will be asked to change clothes or they will not be allowed to complete a workout that day.

### Cell Phones

**No cell phone use (talking, texting, or playing games) allowed in the Fitness Center (this includes the entry way and during your workout). Your cell phone may only be used for listening to music. If you are caught using your cell phone, you will be required to leave your phone with an instructor behind the desk.**

### Classroom Cleanliness and Upkeep

- In order to keep our equipment clean and functional, **please wipe down the equipment after each use.** This increases the life of the equipment pads by keeping perspiration off of the upholstery and helps prevent the spread of germs. Towels for personal use (sweat towels) are available at the Fitness Center front desk. Small cleaning towels and cleaning solution are available near the exercise machines. Please let a staff person know of any equipment that needs attention.
- **Keep all food and drinks (except water) outside of the Fitness Center.** We encourage you to bring water bottles with lids that close securely so you can stay well hydrated with water during your workout.
- Please put away all equipment after use. If a piece of equipment is broken or showing signs of wear and tear, please notify an instructor. Equipment cannot be removed from the fitness center for any reason.

### Thank you for thinking of others! Please be considerate of other students around you.

- Please keep your workout on cardio equipment to a **30-minute time limit** per piece of equipment, so that more students will get a chance to use them. Once your 30 minutes is up on one piece, circulate to a new piece of equipment to finish your cardio time.
- **Please do not sit or rest** on any of the weight equipment in between exercise sets, even if it appears that no one is waiting. Sitting on the equipment while you are resting or talking is **not only impolite**, it also slows down the flow of movement in the circuit area and can damage the pads due to extended compression and exposure to accumulated perspiration.
- Please do not use scented lotions, colognes or perfumes prior to working out in the Fitness Center. (Deodorant is a good thing! 😊)
- **Students are expected to be respectful of all individuals (students, instructors, staff, etc.) at all times.** Physical abuse, use of profanity, verbal abuse, threats, intimidation, harassment, coercion and/or other conduct which threatens or endangers the health or safety of any member of the college community will not be tolerated. A formal complaint will be filed against the student if any of the above occurs and the student will be asked to leave class immediately and will be required to meet with college officials.
- **Code of Conduct:** All Fitness Center students are expected to conduct themselves in a forthright and honest manner. In the event that students display disruptive behavior or are suspected of cheating, plagiarism, or otherwise misrepresenting their work, they will be subject to due process as outlined in the Lane Community College Student Code of Conduct Handbook. Students will be notified that their behavior is inappropriate and may also be asked to immediately leave the Fitness Center if they are in violation of the Student Code of Conduct.

### Safety

- Students are expected to use the facilities and equipment properly, safely and for its intended purpose. Proper exercise form is expected. Improper operation of equipment, unsafe or inappropriate technique, throwing objects, wrestling, or rough activities are not allowed in the Fitness Center at any time. Students participating in any of these activities will be asked to leave immediately, will be required to meet with the Fitness Coordinator and Division Dean prior to returning to class and a formal complaint may be filed.
- If you are unsure how to use a piece of equipment, please read the posted directions or ask a Fitness Center staff member. Do not experiment with equipment! Serious injury can occur.
- If you feel chest pain, joint/muscle pain, nauseous, dizzy, or anything unusual, stop exercising immediately and notify a staff member.
- Remember to always work at your own level. Start out slow and progress as your body adapts.

- **All Fitness Center users need to be at least 16 years old.** Each registered Fitness Center student is allowed to bring a visitor to experience our facility, one time per term at no cost. Visitors will need to sign a courtesy visit waiver at the front counter. Guests must be at least 16 years of age and those who are age 16 or 17 will need parental or guardian signature.
- Children are not allowed in the Fitness Center at any time due to safety concerns. Students must make **other** arrangements for children during their **entire** Fitness Center workout. **Children cannot be left unattended in the hallway, lobby or wait inside the Fitness Center.**

### Fee Information

- A \$30.00 Fitness Education Program Fee is charged for the purchase and maintenance of exercise equipment, materials, staffing, fitness assessments, course orientation, and educational seminars. This is automatically refunded if the student drops the class by the end of the first week.
- The \$15.00 PE fee provides resources to offer classes, help maintain and update equipment, maintain and improve instructional areas, furnish supplies and provide PE clothing, towels and lockers. **If you drop your PE class, within the first week of class,** you must return any issued clothing to the Issue Window for a full \$15.00 refund and avoid any additional charges.

### Locker Room Exchange Area

The locker room and exchange area is open for students to exchange PE clothing, towels, and equipment. Please check at the exchange window for the current terms open hours.

**Lockers:** Students currently enrolled in a credit PE or Dance classes are eligible to sign-up for a locker for the term. **PERSONAL LOCKS ARE NOT TO BE USED IN THE LOCKER ROOM.**

- **Clothing Service:** Students currently enrolled in a credit PE or Dance class are eligible to use the clothing service. The following clothing items are available for check out and exchange: T-shirt, Shorts, Towel, Socks, Sweatshirt, and Sweatpants.
- **Clothing Exchange Service:**
  - Lane Community College issued clothing may be exchanged at the Issue Window.
  - You must receive a clean set of clothing at the same time you exchange clothing.
  - **IT IS YOUR RESPONSIBILITY TO MAKE SURE THAT A COMPLETE EXCHANGE HAS BEEN MADE EACH TIME.**
  - If you are no longer going to use a clothing item, please let the staff at the Issue Window know, so that the item can be removed from your account and you receive a receipt for your records.
- **End-of-Term Locker Room Procedures:**
  - If you are not signed up to participate in a credit PE/Dance class for the following term, all **issued clothing must be returned** by Thursday of Finals Week.
  - **YOU WILL BE CHARGED FOR ALL NON-RETURNED ITEMS.**
  - **A \$20.00 cleanout fee will be charged for lockers not emptied, and personal items will be held for one week before disposal.**
  - If you are signed up to participate in a credit PE/Dance class, by Wednesday of Finals Week, for the following term, you may keep your locker assignment through the break week(s) except for Spring term.
  - **ALL students must clean out their lockers at the end of Spring Term.**

**Please note:** Due to the open entry and exit policy of the Fitness Education Center, students will not be administratively dropped. It is therefore the responsibility of the student to drop the class if they are unable to attend or decide to not take the course.