



MASTERS IN PHYSICAL EDUCATION ATHLETIC ADMINISTRATION

GRADUATE STUDENT HANDBOOK

2009-2010

Idaho State University

Sport Science & Physical Education Program

In the College of Education

It is imperative that the graduate student becomes familiar with all materials in this handbook and the Graduate Catalog.

<http://ed.isu.edu/SSPE/sspe.shtml>

WELCOME

Welcome to the Idaho State University Masters in Physical Education - Athletic Administration degree program. We believe you will find our program both challenging and rewarding. Within this handbook you will find information that addresses frequently asked questions. You are encouraged to become familiar with all materials in this handbook as well as the respective institution graduate handbooks.

The Sport Science & Physical Education, Masters in Physical Education - Athletic Administration program is designed to provide students with flexibility in course work. This enables students to form and pursue unique course goals and career objectives; such as advanced coaching skills, athletic administration/direction at the high school and collegiate levels.

On behalf of the SSPE department, good luck in your graduate studies.

GRADUATE PROGRAM INFORMATION

Advisement

Upon approval of the student's application for graduate study, an advisor will be assigned. An advisor may be requested by the student, as can a change of advisor. The advisor works closely with the student to assist them in scheduling and verifying MPE program requirements. Ultimately however, it is the student's responsibility to be sure that all MPE program requirements are met. Contact your advisor upon admission.

Restricted Registration

Any graduate student receiving a C+ or below in two graduate courses during her or his MPE program, whose GPA falls below 3.0, or who does not have an approved planned program of study will be automatically blocked from registering for additional courses.

Registration for courses of an "independent study" (eg. PE 580, 585, 648, 651, 655) nature is blocked and requires course request forms (available on SSPE website) and a schedule change card (available on Registrar's website) to be completed prior to block removal and registration.

All incoming students will be blocked from registration until they gain advisor approval for a Planned Program of study and return the "Statement of Understanding".

Classification of Graduate Students

Classified Status may be granted to graduates of accredited institutions who have earned the following:

<u>GPA</u>	<u>STANDARDIZED TEST</u>
3.5 TO 4.000	No standardized test (GRE/MAT) required
3.0 to 3.499	Minimum: 40 th Percentile on at least one area of the GRE <u>or</u> 40 th Percentile on the MAT
2.5 to 2.999	Minimum: Combined Verbal and Quantitative (V + Q) score of 1000 on GRE <u>or</u> 45 th Percentile on the MAT
Below 2.499	No Admission

Unclassified Status may be granted, on exception by faculty vote, to applicants holding a bachelor's degree who desire to take courses for graduate credit for personal or professional enrichment, but who do not want to pursue a graduate degree. There is no assurance that courses taken under Unclassified status may be used later to satisfy degree requirements. Students may not take more than 9 credits without applying for classified status and must petition to transfer a maximum of 30% of credits from Unclassified status to a degree program.

Grading

A 3.0 GPA is required for any graduate degree or certification at Idaho State University. A grade of C+ or below is essentially failing at the graduate level. Any graduate student receiving a grade of C+ or below in two graduate courses during his or her program, or whose GPA falls below 3.0 will be automatically blocked from registering for additional courses.

Semester Credit Limits

The maximum number of credits obtainable in a semester is 16, including courses taken at the undergraduate level. In a **summer semester**, a student may earn a number of credits equal to the number of weeks enrolled plus two, and the total number of summer semester credits may not exceed 12 (e.g., a student taking classes for eight weeks may earn up to 10 credits). Graduate Assistants may register for no more than 12 credits per semester.

Transfer Credits

All graduate credits must be earned at Idaho State University except in the following instances: (a) In all degree programs a total of nine semester credits may be transferred from an accredited institution. Transfer of residence credits from an accredited institution is acceptable only if the courses were taken as resident credits at that institution, and are specifically approved by the Graduate Studies Office AND the academic department of ISU when the final program of study is submitted. (b) Extension credits earned through ISU but taught by instructors other than approved faculty of ISU, are treated as transfer credits. Official transcripts to be used for transfer of credits in a degree program must be IN the Graduate School office, with the Transcript Evaluator, *before the final program of study and the application for a degree will be approved.*

Graduate Standardized Test

An Idaho State University requirement for all graduate degree programs is the satisfactory completion of the GRE or MAT exam. The Sport Science and Physical Education Department requires all applicants to complete a Graduate Standardized Test with the exception of students with a GPA of 3.5 or better (see page 1, Classification of Graduate Students).

Letter of Understanding

A “Statement of Understanding” letter must be signed by the student and returned to the SSPE department upon admission to the program. All students will be mailed a “Statement of Understanding” with their “Welcome to the Program” letter. They must read and understand the “Department of Sport Science and Physical Education Masters in Physical Education Athletic Administration Graduate Student Handbook”. They must also read and understand the “Program Procedure & Deadlines to be Observed” form in their welcome packet. The memo must be returned immediately for the student to be allowed to register for course work.

Program of Study

A *planned* Program of Study (PPOS) form must be completed within the **first four weeks of admission** to the program and approved by the student’s advisor. Registration is blocked until completion and approval of the PPOS.

A *final* Program of Study (FPOS) form must be completed the first four weeks of the semester

immediately preceding the student's intended graduation. The final Program of Study form lists all requirements that must be completed in order to receive the degree. Following approval of the final program of study, and proof of application to graduate, students may schedule their final exam preceding expected graduation.

Examination Committee

All Examining Committees shall consist of an odd number of members. These members must be members of the Graduate Faculty and approved by the Dean of Graduate Studies. The examining committee is composed of an SSPE Dept. faculty advisor, a second faculty member from the Sport Science and PE Dept. (appointed by the graduate coordinator or requested by the student if possible), and a Graduate Faculty Representative. The GFR must be from outside of the SSPE Dept. and arranged by the student. The examining committee hears and questions the defense of theses, proposals, course work and oral exams.

Master's Thesis

All students seeking a degree with a thesis option must select a topic NO LATER THAN the beginning of the second semester of course work. Approval must be gained from both the advisor and the subject area coordinator. Students are encouraged to work closely with their advisor to complete this requirement. Form and style MUST meet acceptable formal writing procedures as detailed in the PUBLICATION MANUAL OF THE AMERICAN PSYCHOLOGICAL ASSOCIATION (APA) 6th Edition. A manual for preparing thesis and dissertation work is available from the Office of Graduate Studies.

The student is responsible for organizing a three (odd number) member committee and obtaining the GFR. The student is responsible for coordinating and scheduling all committee meetings. A proposal meeting with all examining committee members is required before data collection can begin. All committee members are to receive a copy of the thesis proposal a minimum of two weeks prior to the proposal meeting. Final copies of the thesis should be distributed to all examining committee members a minimum of four weeks before the scheduled defense (must be at least five weeks prior to graduation).

If any member questions whether or not the substance or form of the thesis is adequate, the committee as a whole decides if the thesis is sufficiently prepared for final oral defense. The major advisor is responsible for reporting a grade to the registrar for all prior thesis registrations of the candidate when the oral defense has been successful and the thesis has been approved by the examining committee (see detailed timeline attached).

Completion of Degree Requirements

After completing course work, the final step before graduation is acceptance of the student's thesis or the passing of the written/oral examination. Written/oral examinations and theses defenses will be coordinated with program faculty.

Written/Oral Examination for Non-Thesis Students (Revised Fall 2009)-

All graduate students are required to complete a final examination. Final examinations are scheduled by departments and reported to the graduate school. All examinations must be completed at least two weeks before the end of the semester in which the student plans to graduate. All graduate requirements must be completed prior to or at the end of the semester during which final examinations are held.

The Sport Science and Physical Education Department schedules the final written examination in the student's final semester of coursework. The student will be scheduled for the final written examination upon approval of the final program of study by the student's major advisor, graduate coordinator and department chair. The final program of study is due in the Sport Science office the first 4 weeks the semester prior to the

graduating semester. The student must also file for graduation with the Graduate College in the first 4 weeks in the semester prior to the graduating semester. The student will not be allowed to schedule a written examination without satisfying these two requirements.

The Masters in Athletic Administration Non-Thesis final examination is a two part examination. The first part of the exam is a written exam comprised of one question. The student's major advisor will select the question. The second part of the exam is an oral examination before a committee. The student will prepare an oral defense on the question, selected by the student's major advisor. The Sport Science and Physical Education Department will schedule a comprehensive written examination date in the Fall, Spring, and Summer of each academic year. One date per semester will be scheduled for the written examination in both the Pocatello and Boise sites. Students who pass the comprehensive written examination will then be included in the comprehensive oral examination date scheduled by the Sport Science and Physical Education Department. One date per semester will be scheduled for the oral examination at the Pocatello campus.

The Written examination will be comprised of one question. A rubric for the examination is on the SSPE website. The exam will be held in a computer lab. The student will have access to all program textbooks as resources for their research. The SSPE research and writing website may be used with the provided resources. The student will also have access to, and may use, any internet and/or web based library resources. The student may not use or access any email or text messaging websites during the exam. Use of email and text messaging during the exam will result in automatic exam failure. The exam will be held over a period of 6 hours. The two SSPE committee members on each student's committee will review the written exam for a pass or fail and submit a decision within two weeks prior to the oral exam date. Students who do not pass on the first attempt may retake the exam on a scheduled date in a subsequent semester. A failure of the second attempt for the written exam will result in dismissal from the program.

The Oral examination for the non-thesis option involves a 1 hour presentation to the examining committee. The student should begin to prepare the oral presentation on the written question, immediately following the written exam. A rubric for the examination is on the SSPE website. The student will prepare a power point presentation of 15 minutes. Plan to arrive ½ hour early to prepare your presentation. Arrive prepared with a power point presentation for a smart board format, handouts, and other aids as appropriate. It is recommended you also send the presentation to your email and to your major advisor's email as a backup. Your presentation should address, as deemed appropriate, the following topics: (a) philosophy, (b) leadership and management, (c) law and ethics, (d) research, (e) sports medicine, (f) current issues, and/or other information from course work taken as it relates to each question. The oral exam will include questions directly related to your presentations and may also include questions related to any part of your degree program.

The examining committee will be comprised of: The student's major advisor, a second SSPE graduate faculty member, a GFR from outside of the College of Education. The student passes the exam if a majority of the committee so votes. Otherwise, the student fails the final exam. For students failing the final exam, the SSPE Dept. and the Graduate school allow one re-examination. This re-examination is to take place on a scheduled date during the subsequent (3) semesters unless otherwise approved by the Graduate School. A failure of the second attempt at the oral presentation will result in dismissal from the program.

Time Limits

All requirements for the MPE-AA degree program must be completed within **eight** years preceding the student's graduation. An extension of time may be obtained for good cause with the approval of the Graduate Council. A Graduate Petition must be obtained and completed through the Office of Graduate Studies.

Bengal Card & ISU Computer Account

All Graduate students must have an active Bengal Card. The Bengal Card is required for building access. A current ISU Computer Account is required. The ISU computer account is used for MOODLE access and instructor instruction via ISU email. In addition, notices on the graduate program and tools for graduate coursework will be made available on the "Bengal Web" site.

**PROCEDURES AND DEADLINES TO BE OBSERVED FALL 2009-SUMMER 2010
MASTER IN PHYSICAL EDUCATION/ATHLETIC ADMINISTRATION-ISU**

<u>Procedure</u>	<u>Deadline</u>	<u>Place</u>	<u>Person</u> <u>Checklist</u>
1. Admission to. Graduate School	Before enrollment –Application by: -May 1 st for Summer Enroll. -July 1st for Fall Enroll. -December 1 st for Spring Enroll.	Grad. School	Student_____
2. GRE or MAT Exam	Required for SSPE program admission (may request to repeat), see pg. 1 Classification	Test Center	Student _____
3. Advisor Assignment _____	Upon admission	SSPE Office	SSPE
4. Contact Advisor	Upon acceptance to SSPE Prog.	SSPE Office	Student _____
5. Reclassification	From Class (w/Perf . Req.) to Classified following completion of 9 credits	Grad School	Student_____
6. Letter of Understanding	Due within 4 wks of acceptance letter	SSPE Office	Student_____
7. Planned Prog. of Study	Filed upon admission, due within 4 wks. of acceptance letter date	SSPE Office	Student_____
8. Final Program of Study	Filed 1st 4 wks. the sem. <u>prior</u> to the graduating sem. (Required <u>in</u> SSPE office <u>prior</u> to exam scheduling)	SSPE Office	Student_____
9. Professional Experience	All students must document in an athletic setting or complete an internship (PE 655 at ISU)	SSPE Office	Student_____
10. Filing for Diploma	Semester prior to graduating semester- within last 2 wks.	Grad School	Student_____
11. Filing for Graduation	Semester prior to graduating semester - within last 2 wks.	Grad School	Student_____
12. Schedule Final Exam	Schedule by calling SSPE Grad. Admin. within the first 4 wks of	SSPE Office	Student _____

sem. PRIOR to the sem. of final exam. (Requires final POS is in SSPE)

13. Obtain Exam GFR (Written/Oral Student)

Student arranged, Call SSPE for potential list, arrange by time of final POS.

SSPE Office Student _____

14. Written & Oral Exam (Non Thesis Exam)

Timeline:

A. Student call SSPE to schedule exam- Sem. PRIOR to Grad. _____

B. Final Prog of Study-1st 4 wks Sem. PRIOR to Grad. _____

C. Apply to graduate- 1st 4 wks Sem. PRIOR to Grad. _____

D. Written Exam given-2nd month of final semester _____

E. Committee Review Exam-for 2 weeks following written exam _____

E. Student mailed notice on pass or fail- 2 weeks following written _____

F. Student mailed Oral Question-2 weeks prior to oral _____

G. Oral Exam held-3rd month of final semester _____

H. Committee review of Exam & Decision-Exam Day _____

15. Thesis Exam

Timeline (Each element is student responsibility):

A. Select Thesis option-on Planned Program of Study, upon admission to program _____

B. Thesis Topic Choice-approved by advisor during first semester of course work, preferably chosen as part of PE 640 Research & Writing class work _____

C. Committee Selection-student responsibility, select at the time of the topic choice with advisor/com. chair _____

D. Thesis Proposal Meeting-Schedule with com. chair after approved initial draft of prospectus _____

E. Human Subjects Review-in coordination with proposal _____

_____ and prior to data collection. Schedule this **EARLY**. _____

F. Thesis chapter review-by committee during middle of final semester of study _____

G. Final Prog of Study-1st 4 wks Sem. PRIOR to Grad. _____

H. Thesis Completion-Five weeks prior to scheduled Oral defense date, approval required by committee _____

I. Student must schedule the defense date in coordination _____

_____ with committee members, upon com. chair/advisor approval

J. Committee review of Exam & Decision-Exam Day _____

Program Resources:

Dept of Sport Science & PE
 Dept of Sport Science & PE
 Dept of Sport Science & PE
 Dept of Kinesiology

ISU at Poc
 ISU at Poc
 ISU at Boise
 BSU

Office, Pat Peyton Grad. Admin.
 Dr. John Fitzpatrick, Grad. Director
 Dr. Howard Gauthier, Boise Coord.
 Office, Chris Borton, Admin. Asst.

208-282-4852
 208-282-4058
 208-373-1753
 208-426-4270

Dept of Kinesiology	BSU	Dr. Shelley Lucas, Grad. Coord.	208-426-2446
Univ. Programs at Boise	ISU at Boise	Alison Crane, Dir. Student Service	208-373-1706
Dept of Administration	ISU at Boise	Donna Yates, Financial Admin.	208-373-1701
Graduate School	ISU at Poc	Tami Carson-Admissions	208-282-2150
Graduate School	ISU at Poc	Donna Plant-Graduation	208-282-2229
Graduation Apps.,Diplomas	ISU at Poc	Donna Plant-Graduation	208-282-2229
Human Subjects	ISU at Poc	Office	208-282-3811
Testing Center	ISU at Poc	Counseling & Testing Office	208-282-2130

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SEMESTER SCHEDULE 2009-10
MASTER IN PHYSICAL EDUCATION/ATHLETIC ADMINISTRATION-ISU

<u>Core Courses</u>	<u>Fall</u>	<u>Spring</u>	<u>Summer</u>
PE 605, Leadership and Administration	X		X even
PE 610, Adv. Sport Psychology **		X even	X odd
PE 615, Philosophy of Athletics	X		X
PE 631, Athletics and the law		X	X odd
PE 635, Management of Athletics		X odd	X even
PE 640, Research & Writing	X		X
PE 645, Sports Medicine **		X odd	X even
PE 649, Issues in Administration		X even	X odd
PE 650, Thesis *	X	X	X

* Thesis Option

** Non-Thesis Option

SEMESTER SCHEDULE 2009-10
MASTER IN PHYSICAL EDUCATION/ATHLETIC ADMINISTRATION-ISU

<u>Elective Graduate Courses</u>	<u>Fall</u>	<u>Spring</u>	<u>Summer</u>	<u>Demand</u>
PE 513, Sport in Cinema		X		
PE 527, Personal Trainer Cert.		X		
PE 573, Facility Planning and Design		X		
PE 580, Coaching Problems	X	X	X	
PE 585, Independent Problems in PE	X	X	X	
PE 591, Physical Education Workshop				X
PE 594, Adaptive Physical Activity		X		
PE 612, Advanced Sociology of Sport				X
PE 620, Curriculum and Supervision				X
PE 622, Survey of Professional Literature				X
PE 648, Problems in PE	X	X	X	

PE 651, Master's Project in PE	X	X	X	
PE 655, Internship in PE	X	X	X	
PE 658, Athletics & the West			X	X

MPE/AA EXPECTED COURSE SCHEDULE*
ISU SPORT SCIENCE & PHYSICAL EDUCATION 2004-2015

Session	Pocatello	Boise	Idaho Falls**	Twin Falls**
Fall, 2009	605, 615, 640	605,615,640	645	605*
Spring, 2010	610, 631, 649	610,631,649	649*	649*
Summer, 2010	605, 615,635, 640, 645	635*	640*	640*
Fall, 2010	605, 615, 640	605,615,640	615*	615*
Spring, 2011	631, 635, 645	631, 635	631*	631*
Summer, 2011	610, 615, 631, 640, 649	645, 649*	610*	610*
Fall, 2011	605, 615, 640	605,615,640	605*	645
Spring, 2012	610, 631, 649	631,631,649	649*	649*
Summer, 2012	605, 615,635, 640, 645	635*	635*	635*
Fall, 2012	605, 615, 640	605,615,640	645	605*
Summer, 2013	610, 615, 631, 640, 649	645, 649*	640*	640*
Fall, 2013	605, 615, 640	605,615,640	615*	645
Spring, 2014	610, 631, 649	631,631,649	610*	610*
Summer, 2014	605, 615,635, 640, 645	635*	605*	605*
Fall, 2014	605, 615, 640	605,615,640	645	615*
Spring, 2015	631, 635, 645	631, 635	635*	635*
Summer, 2015	610, 615, 631, 640, 649	645, 649*	649*	649*

Note: courses marked with an asterick (*) are telecommunicated to that site									

Revised: 7/31/2009

*TENTATIVE COURSE SCHEDULE, SUBJECT TO CHANGE, 7-31-9
 **SUBJECT TO DISTANCE LEARNING CLASS ROOM AVAILABILITY

NOTE:

- A. GRADUATE COURSES WILL NOT BE OFFERED WITHOUT REQUIRED MINIMUM ENROLLMENT**
- B. POCATELLO COURSE ROTATION IS BASED ON A 1 YEAR PROGRAM**
- C. BOISE COURSE ROTATION IS BASED ON A 3 YEAR PROGRM**
- D. IDAHO FALLS COURSE ROTATION IS BASED ON A 3 YEAR PROGRAM**
- E. TWIN FALLS COURSE ROTATION IS BASED ON A 3 YEAR PROGRAM**

MPE CLASSES MONITOR SHEET/COURSE CHECKLIST 2009-10
MASTER IN PHYSICAL EDUCATION/ATHLETIC ADMINISTRATION-ISU
PLEASE SEE ADVISOR TO PLAN YOUR COURSE SCHEDULE

Core Requirements

Semester Taken/Grade

_____ PE 605, Leadership in Administration, 3 cr.	_____
_____ PE 610, Adv. Sport Psychology, 3 cr. **	_____
_____ PE 615, Philosophy of Athletics, 3 cr.	_____
_____ PE 631, Athletics and the Law, 3 cr.	_____
_____ PE 635, Management of Athletics, 3 cr.	_____
_____ PE 640, Research and Writing, 3 cr.	_____
_____ PE 645, Sports Medicine, 3 cr.**	_____
_____ PE 649, Issues in Administration, 3 cr.	_____
_____ PE 650, Thesis, 6 cr. *	_____
_____ PE 655, Internship in PE (or experience justification)	_____

*Thesis Option
 **Non-Thesis Option

Elective Courses

_____ PE 513, Sport in Cinema, 3 cr.	_____
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- _____ PE 527, Personal Trainer Cert., 3 cr. _____
- _____ PE 573, Facility Planning & Design, 3 cr. _____
- _____ PE 580, Coaching Problems, 1-3 cr. _____
- _____ PE 585, Independent Problems in PE, 1-3 cr. _____
- _____ PE 591, Physical Education Workshop, 1-3 cr. _____
- _____ PE 594, Adapted Physical Activity, 3 cr. _____
- _____ PE 612, Advanced Sociology of Sport, 3 cr. _____
- _____ PE 620, Curriculum and Supervision , 3 cr. _____
- _____ PE 622, Survey of Professional Literature, 2 cr. _____
- _____ PE 648, Problems in PE, 1-3 cr. _____
- _____ PE 651, Master's Project in PE, 1-3 cr. _____
- _____ PE 658, Athletics in the West, 3 cr. _____
- _____ Other, _____

Total 600-Level Credits _____
 (Minimum of 15 credits)
 Total Credits _____

Thesis Option: 33 credits
 Non-Thesis Option: 33 credits

STUDENT NAME _____ **STUDENT ID#** _____

FALL 2009-SUMMER 2010 BULLETIN

Idaho State University
 College of Education
 Department of Sport Science & Physical Education
Graduate Program of Study

Master of Physical Education-Athletic Administration

_____ **Thesis Option** _____ **Non-Thesis Option**
 _____ Planned Program _____ (date submitted) _____ Final Program _____ (date submitted)
 (submitted first semester of enrollment) (submitted semester prior to graduation)

Name: _____ Bengal ID Number: _____
 Address: _____ Telephone #: _____
 City, State, Zip _____ Cell Phone # _____
 Email: _____
 Major Advisor _____ Second Committee Member _____
 Graduate Faculty Representative: _____ Dept _____
 Planned Date of Graduation: _____

Courses Used for the Degree Program

Prefix/Number	Title	Credits	Semester/Year	Grade	Institution
PE 605	Leadership & Administration	3	_____	_____	_____
PE 610**	Adv. Sport Psychology	3	_____	_____	_____
PE 615	Philosophy of Athletics	3	_____	_____	_____

PE 631	Athletics and the Law	3	_____	_____	_____
PE 635	Management of Athletics	3	_____	_____	_____
PE 640	Research and Writing	3	_____	_____	_____
PE 645**	Sports Medicine	3	_____	_____	_____
PE 649	Issues in Administration	3	_____	_____	_____
PE 650*	Thesis	3	_____	_____	_____
PE 650*	Thesis	3	_____	_____	_____
PE 655	Internship	3	_____	_____	_____
— — —	_____	—	_____	_____	_____
— — —	_____	—	_____	_____	_____
—					

*Thesis Option

**Non-Thesis Option

NOTE: ISU/BSU COOPERATIVE STUDENTS-MUST ATTACH AN UNOFFICIAL BSU TRANSCRIPT FOR FINAL POS
NOTE: MUST BE TYPED AND FILLED IN ENTIRELY TO BE CONSIDERED COMPLETE-FORM ON SSPE WEBSITE

Student	Date	Department Chair	Date
Advisor	Date	Dean - College of Education	Date
SSPE Graduate Coordinator	Date	Dean of Graduate Studies	Date

For Office Use Only

Credits: 500-level ____ 600-level ____ 700 level ____ Transfer ____ Total Credits ____ Transfer Transcripts: ____ Yes ____ No
Authorization _____ Date _____

**MASTER IN PHYSICAL EDUCATION/ATHLETIC ADMINISTRATION-ISU
DESCRIPTION/EXAMPLE OF INTERNSHIP & PROBLEMS COURSES* 2009-10**

PE 580 Coaching Problems (1-3 credits)

Athletic control, eligibility, new coaching techniques, finances, safety measures, public relations, duties of coaches, managers and officials. May be repeated for up to 4 credits.

PE 585 Independent Problems in PE (1-3 credits)

Individual work under staff guidance. Field and/or library research on specific physical education problems. May be repeated up to 6 credits. Prerequisite: Permission of Instructor.

PE 648 Problems PE (1-3 credits)

Individual and/or group study of problems in the areas of health, physical education or athletic administration. May be repeated up to 6 credits.

PE 655 Internship (1-3 credits)

Administration, supervision and operation of SSPE or athletic programs. Students work under the

direction of a graduate faculty member and practicing administrator. May be repeated up to 6 credits.
Prerequisite: Approval of advisor and/or department chair.

***NOTE: All Internship and Problem Courses have restricted pre-registration and are blocked. To pre-register, each student must fill out the independent study form (including signature from on site supervisor) and an add slip. The documents must be signed by the independent study course instructor, and the add slip stamped by the department and taken to the registrar. Only then is a student pre-registered in an independent study.**

ALL FORMS AVAILABLE ON SSPE WEBSITE

**APPENDIX A
DEPARTMENT OF SPORT SCIENCE AND PHYSICAL EDUCATION
IDAHO STATE UNIVERSITY FACULTY AND STAFF 2009-10**

Physical Address:1291 E. Terry St. Bldg. 45

Reed Gym, Room 201

Mailing Address: Idaho State University, SSPE Dept.

921 S. 8th Ave, Campus Stop 8105

Pocatello, ID 83209-8105

Office Phone: 208-282-2657

Office Fax: 208-282-4654

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Assoc. Professor

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E-Mail: applkare@isu.edu

Kolby Cordingley, MPE
GTA Coordinator

Phone: 282-5296
Office: Reed Gym 201B

PEAC Activities Coordinator

E-Mail: cordkolb@isu.edu

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Professor

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ISU at Boise Graduate Prog. Coord.

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Office: Meridian Center, Room 525
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Assoc. Lecturer

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Pat Peyton, Admin. Asst. II
Graduate Program Admin.

Phone: 282-2657
Office: Reed Gym 201
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Phone: 282-3967
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