

**PE 183F & PE 183G - Fitness Education Center**  
**Fall 2009 Syllabus and Course Information**  
Division of Health, Physical Education, & Athletics - Lane Community College  
Phone: 463-3987 Website: [www.lanecce.edu/fec](http://www.lanecce.edu/fec)

*Fitness Education Center Mission: "An educational program dedicated to empowering people in the area of health and fitness by encouraging regular exercise, healthy eating habits, and sufficient rest and relaxation."*

**Fitness Education Center Usage Hours**  
**For Registered Students**

Monday -Thursday 6:30-9am and 12-6:30pm  
Friday 6:30-9am and 12-5pm  
Saturday 9-12pm

\*\*\* Please Note: The FEC and the entire college will be closed on Wednesday, November 11<sup>th</sup> for Veteran's Day and Thursday, November 26<sup>th</sup> thru Sunday, November 29<sup>th</sup> for the Thanksgiving Holiday. No classes will be held on these days. \*\*\*

**Last day for FEC workout credit this term: Saturday, December 5<sup>th</sup>**

**Instructors:**

**Marisa Hastie - Program Coordinator ([hastiem@lanecce.edu](mailto:hastiem@lanecce.edu))** 463-5552 Office: Bldg. 5, Room 221  
*Fall Term Office Hours: M/W/F 10:30am - 11:30am and T/Th 10:00am - 11:00am or by appointment*

**Tara Pemberton – Instructional Support ([pembertont@lanecce.edu](mailto:pembertont@lanecce.edu))** 463-5587 Office: Bldg. 5, Room 220

**Students with disabilities:** If you need support or assistance because of a disability, you may be eligible for academic accommodations through Disability Resources. For more information, contact Disability Resources at (541) 463-5150 (voice) or 463-3079 (TTY), or stop by Building 1, Room 218.

**Course Descriptions:**

**PE 183F - Fitness Education: Introduction**

A well-rounded, self-paced fitness education program. Students complete a mandatory orientation including health screening, exercise program information and equipment instruction. Following orientation, students attend exercise sessions during FEC usage hours to fulfill course requirements and meet personal fitness goals. The FEC offers students instructional assistance in personalized exercise programming, wellness seminars, an incentive program, and opportunities for fitness development and stress management. Optional fitness assessments determine individual strengths and weaknesses in cardiovascular fitness, overall body strength, muscular endurance, flexibility and body composition. Students can receive a printout of fitness assessment results and recommendations. All participants are encouraged in a supportive and noncompetitive environment.

**PE 183G - Fitness Education: Returning**

Continuation of student's individual exercise programs. For students who have completed the introductory section; students can participate in all of the Fitness Education Center offerings.

**Teaching Methodologies:** This course combines lecture, demonstration, guided learning, observation, feedback, and group and individualized instruction. This syllabus contains important information that relates to FEC policies and grading requirements. Other fitness-related resources and handouts are available in the FEC.

**Code of Conduct:** All FEC 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 warned if their behavior in the FEC is in violation of the Student Code of Conduct.

**CAMPUS IMPROVEMENT CONSTRUCTION:** Lane campuses are being upgraded to improve the learning environment for students through local bond and state stimulus funding. Every effort is being made to minimize disruptions,

which may include changed routes to classes, noise, dust, changed classrooms and access to services. Your patience and ability to be flexible are appreciated. To view construction projects by building, visit this web site:

<http://www.lanec.edu/facilities/dm/building.html>. To report excessive noise or other construction-related issues that are negatively impacting your learning experience, contact your instructor.

### **Course Opportunities for Students:**

- 1) Flexible, individualized exercise programming.
- 2) Functional Circuit Training (“Zoom at Noon”) – combines muscular strength training, cardiovascular conditioning, core strengthening, balance development, body toning, and flexibility enhancement. Open to all FEC participants. All ability levels. MWF 12:10pm – 1:50pm.
- 3) Fitness Assessments measuring body composition, cardiovascular endurance, flexibility, muscular endurance, and upper and lower body muscular strength. \*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.
- 5) Educational and Activity Seminars offered throughout the term on various fitness-related topics.
- 6) “Fit Express” – Short, focused group exercise sessions (e.g. Abs, Yoga, Stretching, etc.).
- 7) FEC Incentive Program for total workout visits accumulated with FEC awards given for specific levels:  
33 visits = FEC water bottle; 100 visits = FEC t-shirt; 200 visits = FEC sweatshirt; 500 visits = FEC jacket,  
1000 visits = FEC stainless steel water bottle

### **Course Requirements and Grading Policy for Credit Students**

- **NEW Fitness Education Students:** - Completion of an **FEC orientation** is **required** for **ALL** first-term FEC students. The FEC orientation includes: Student information forms, health screening, course outline, exercise equipment overview, and the FEC 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. You can then start working out in the FEC **during the regular usage hours** to accumulate the remaining visits required for your desired grade.

- **Grading Scale for ALL Fitness Education Students (new and returning):**

This class is designated as “Pass/No Pass”. For those students who wish to invest **extra time**, there is the option of earning an **“A”** or **“A+”** grade. **All workout visits must be completed during FEC usage hours!** If you have **ANY** questions or concerns regarding our grading scale please see an FEC Instructor.

**“No Pass”** = less than 23 workout visits

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

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

**“A+”** = 33 workout visits (minimum 40 minutes each) **and** completion of Final Exam

**\*In addition, to earn an A+, at least one optional Fitness Center activity must be completed as one of your workout visits (i.e. fitness assessment or participation in an FEC seminar – see details on next page).**

- **Important Grading Reminders:**

- ✓ 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 must be dressed down and ready to work out **before** checking in, and still dressed down to check out **prior** to leaving the FEC. If you are not dressed down properly, you will be asked to check-out and change your clothes prior to beginning your workout.
- ✓ FEC ID cards must be **left out in the display rack** at front counter during the **entire** workout. All FEC 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.
- ✓ **If you forget to check out, or if you leave the FEC after checking in** without letting us know and giving us your ID card, you will **not** receive credit for that day’s workout visit.
- ✓ All students working to earn an “A” or “A+” grade are required to take the final exam each term that they are enrolled in the FEC. The final exam must be completed by Saturday, December 5<sup>th</sup>. Late exams will not be accepted. (Students earning a “PASS” grade do **not** need to take the final exam)

**Remember: Last day for FEC credit his term: Saturday, December 5<sup>th</sup>**

### Optional Fitness Education Center Activities:

**“Extra credit” workout visits can be earned for participation in the following activities: (visits for seminars and assessments will be posted by FEC staff –don’t check-in with your FEC card)**

- **Seminars:** Seminars are presented on a variety of health & fitness topics each term. 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 few weeks of each term. Students will be provided with information on the basic operation of FEC 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. (Students may receive credit for one Equipment Orientation each term.)
- **Fitness Assessment:** Students can earn credit for completing a fitness assessment and the accompanying worksheet **once per term**. Appointment dates and times will be available at the front desk **beginning Week 3**. 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! 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, December 5<sup>th</sup> 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.***

**NOTE:** 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 are not considered “extra credit or an optional activity”; however, you may check in with your FEC ID card and the appointment will count toward your workout time for that day (**DO NOT CHECK IN WITH YOUR ID CARD FOR ANY OF THE OTHER OPTIONAL ACTIVITIES – THIS WILL RESULT IN A LOSS OF BOTH WORKOUTS**).

### Fitness Education Center Environment:

1. **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, shorts or other athletic bottoms, socks, and athletic shoes**. A regular length T-shirt must be long enough to cover the waistband of your pants or shorts completely, even during movement or activity. ***NO TANK TOPS, SHORT or HALF T-SHIRTS, CUTOFFS, JEANS, BELTS, SANDALS, SLIPPERS, STREET SHOES, CROCS, OR BOOTS ALLOWED.*** PE clothing will be issued in the locker room exchange area, or students may bring their own appropriate workout clothing to wear. **Any student noted without proper attire will be asked to change clothes (or check out LCC attire available from the locker room), or they will not be allowed to complete a workout that day. Help us make the FEC a comfortable and clean place for everyone to workout.**
2. **Keep all food and drinks (except water) outside of the FEC.** We encourage you to bring plastic water bottles with lids that close securely so you can stay well hydrated with water during your workout.
3. 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 FEC counter. Small cleaning towels are available near the exercise machines. Please let a staff person know of any equipment that needs attention.
4. **No cell phone use (talking or texting) allowed while checked into the FEC for a workout .**
5. **Thank you for thinking of others! Please be considerate of other students around you:**
  - During our busiest times, please keep your workout on individual pieces of cardio equipment to a **30-minute time limit** so that more students will get a chance to use them.
  - **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.
  - Students are expected to be respectful of all individuals (students, instructors, staff, etc) at all times. Physical abuse, 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.

- Students are also expected to use the facilities and equipment properly, safely and for its intended purpose. Improper operation of equipment, throwing objects, wrestling, or rough activities are not allowed in the FEC 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.
6. **All FEC users and guests need to be at least 16 years old.** Each registered FEC 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 who are age 16 or 17 will need parental or guardian signature.
  7. **Due to safety and insurance concerns, children under 16 are NOT allowed in the FEC.** Students must make **other** arrangements for children during their **entire** FEC workout. **Children cannot be left unattended in the hallway or wait inside the FEC.**

### **LOCKER ROOM EXCHANGE AREA**

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

### **Fitness Education Class 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 your lock and any issued clothing to the Issue Window for a full \$15.00 refund and avoid any additional charges.

#### **Storage Basket & Half-Locker:**

- Students currently enrolled in a credit PE or Dance class are eligible to check out a lock and a storage basket for the term. Students also have access to half-length lockers, for CLASS USE ONLY.

#### **Personal Locks:**

- 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
- The following clothing items are only available for one-time check-out: Sweatshirt, Sweatpants.

#### **Clothing Exchange Service:**

- Lane Community College issued clothing may be exchanged at the Issue Window (5/114).
- 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 Procedures:**

- If you are not signed up to participate in a credit PE/Dance class for the following term, **all issued clothing and lock must be returned** by Thursday of Finals Week.
  - YOU WILL BE CHARGED FOR ALL NON-RETURNED ITEMS.
  - **A \$5.00 cleanout fee will be charged for baskets 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).
  - **ALL students must clean out their baskets at the end of Spring Term.**
- Students who select the **audit** grading option for **all** LCC courses in a term are **not** required to pay the college ASLCC student activity fee **for that term**. Please note: if a student takes **any** course for credit, the fee will be in effect that 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.