Co-curricular Program Based Learning Outcomes Nomination Form

Criteria to include when nominating a co-curricular program with embedded learning outcomes:
- Program name and Department.
- Participant capacity (is there a set participation limit?)
- Narrative description of which embedded learning outcomes are addressed, and how.
- Description of learning activities to be used to achieve the learning outcomes.
- Description and specific examples of assessment methods used.
- Description of how the assessments will be used to determine if the criteria for the learning outcomes have been met.
- Description of how program experiences and assessment methods will be consistent from year to year and from section to section if multiple sections are used.
- Evidence of support by the department nominating the program.

<table>
<thead>
<tr>
<th>Name of Department/Unit nominating the program</th>
<th>Division of Recreational Sports</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title of the Program or Activity being nominated</td>
<td>Club Sports Officer Position – Club Presidents</td>
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<tr>
<td>Targeted group of students (or is it open to all Purdue students?)</td>
<td>Club Sports Presidents – elected position for each club</td>
</tr>
<tr>
<td>Participant capacity (students/year)</td>
<td>30</td>
</tr>
</tbody>
</table>
| Activity offering frequency | ☒ Fall  
☐ Spring  
☐ Summer |
| Embedded learning outcomes addressed in the nominated program/activity | ☐ Creative Thinking  
☐ Critical Thinking  
☐ Ethical Reasoning  
☐ Global Citizenship and Social Awareness  
☐ Intercultural Knowledge  
☒ Leadership and Teamwork  
☐ Quantitative Reasoning  
☐ Integrative Knowledge  
☐ Written Communication (levels 2 and/or 3)  
☐ Information Literacy (levels 2 and/or 3) |
| Please describe the specific assessment | Club Sports Presidents: Session |
methods by which it will be determined if the student has completed the program/activity to a level of success that indicates achievement of this learning outcome. (Remember: It is not the program that achieves the learning outcome, but the student demonstrates achievement of the outcome by successful completion as measured by the assessment.)

evaluations; facilitator observations; end-of-year self-assessments; training quiz; compliance tracker; safety checks; membership statistics; event statistics; account reviews

| How will you ensure students receive a consistent degree of engagement with the program/activity and an equitable opportunity to achieve the embedded learning outcome(s) across multiple offerings/sections? | These curricula will be followed strictly throughout the course of the year. The criteria therein are considered mandatory for; they will be required to attend meetings and other development opportunities to maintain active status within Rec Sports. |

Please attach documentation for the nominated program/activity that illustrates how the learning outcome(s) and its associated performance criteria (see VALUE rubrics) will be achieved by successful completion of the nominated program/activity.

Submitted by:

Name: Michelle Blackburn
Department: Division of Recreational Sports

Signature of department head/director recommending that this program/activity be considered for approval as meeting an embedded outcome of the Outcomes-based Core Curriculum
### Embedded Outcome: Leadership & Teamwork

#### Event: Officer Meetings

<table>
<thead>
<tr>
<th>Session Info</th>
<th>Duration</th>
<th>Learning Objective</th>
<th>Learning Activity</th>
<th>Performance Criteria to be Evaluated</th>
<th>Assessment Method</th>
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</table>
| 5 Sessions (Oct, Nov, Feb, Mar, Apr) | 60 min | Development Topics: BOSO & Financial Management, Conflict Management, Member Recruitment & Retention, Fundraising & Development, Concussion Management  
- Understand officer role and responsibilities associated with designated topic  
- Understand the resources and services available to officers  
- Understand role in supporting other group members in their fulfillment of responsibilities associated with designated topic | • Guest speaker facilitated presentation  
• Resource review  
• Group activity & discussion | Knowledge of information presented  
Contribution to group discussion  
Support of team climate | Session Evaluation  
Facilitator Observation  
End of Year Self-Assessment |

#### Event: Officer Training

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<tr>
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<th>Performance Criteria to be Evaluated</th>
<th>Assessment Method</th>
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</table>
| 1 Session (Aug) | 90 min | • Understand expectations for officer position  
• Understand processes and policies associated with position  
• Establish relationships with fellow officers and administrators | • Handbook review  
• Resource review  
• Group purpose and goal setting activity  
• Veteran officer roundtable | Knowledge of information presented  
Contribution to group discussion  
Support of team climate | Training Quiz  
Facilitator Observation |

#### Event: Individual Club Officer Meetings

<table>
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<tr>
<th>Session Info</th>
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<th>Performance Criteria to be Evaluated</th>
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</table>
| 2 Sessions (Sept, Jan) | 60 min | • Demonstrate ability to meet deadlines and complete tasks  
• Identify strategies for achieving club goals  
• Understand officer role in fulfilling club goals | • Goal review  
• Additional resource review | Administrative compliance  
Contribution to group discussion  
Guidance and support of officer team | Facilitator Observation |

#### Event: Paperwork Deadlines

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</table>
| 13 Sessions (Sept 4), Nov, Dec (2) Jan (2), Apr (4) | 20 min | • Effectively communicate club status, needs, and achievements  
• Demonstrate ability to meet deadlines and complete tasks  
• Facilitate the completion of assigned tasks to officer team | Written reports for the following:  
• Schedule of events summary  
• Club registration  
• Budget creation and review  
• Organization activity summary  
• Certified member status | Administrative compliance  
Individual contributions to organization success  
Guidance and support of officer team | Compliance Tracker  
Facilitator Observation |

#### Event: Organization Management

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</table>
| Event Planning & Execution Club Season | | • Identify essential components required for event  
• Demonstrate ability to meet deadlines and complete tasks  
• Effectively communicate with constituents and planning partners  
• Facilitate the completion of assigned tasks to officer team  
• Manage participant involvement, identify talent, optimize personnel resources | • Event request, facility reservation  
• Travel planning (trip itinerary, travel roster, accommodations)  
• Service contracts creation  
• Event set-up (equipment/supply procurement, staff)  
• Event execution and evaluation | Individual contributions to organization success  
Guidance and support of team  
Promotion of a productive team climate  
Response to conflict | Facilitator Observation  
End of Year Self-Assessment |
| Practice Planning & Execution | Club Season | • Create and execute a practice agenda  
• Demonstrate and teach others to execute desired task  
• Effectively communicate strategy and expectation  
• Facilitate and encourage member involvement in tasks  
• Respond to and take corrective action to resolve conflict | • Practice request submission  
• Practice plan creation  
• Practice execution and evaluation | Individual contributions to organization success  
Involvement of team members  
Support of team climate  
Response to conflict | Safety Checks  
End of Year Self-Assessment |
|-----------------------------|-------------|-----------------------------------|-----------------------------------|---------------------------|
| Player Management           | Club Season | • Facilitate and encourage member involvement in tasks/activities  
• Identify talent and assign tasks accordingly  
• Facilitate the completion of assigned task  
• Respond to and take corrective action to resolve conflict  
• Provide support and mentoring to others | • Roster creation  
• Membership requirement notification  
• Conduct/behavior evaluation  
• Informal conversation and interaction | Individual contributions to organization success  
Involvement of team members  
Support of team climate  
Response to conflict | End of Year Self-Assessment |
| Risk Management             | Club Season | • Understand and execute an emergency action plan  
• Identify resources available to manage and respond to emergencies  
• Understand strategies to prevent risk  
• Facilitate the completion of assigned tasks  
• Effectively communicate expectations and response procedures with team | • Emergency plan review  
• Safety check activity  
• Accident/Emergency Response  
• Post-Incident Evaluation | Knowledge of information  
Involvement of team members  
Guidance and support of team  
Response to conflict | Safety Checks  
End of Year Self-Assessment |
| Marketing & Promotions      | Club Season | • Effectively promote organizational events  
• Identify resources and publication methods to reach audience  
• Demonstrate ability to motivate and inspire others to get involved  
• Facilitate the completion of assigned tasks to officer team | • Activity Fairs  
• Callout Meeting  
• Publication Management (website, e-flyer, social media)  
• Press Releases | Individual contributions to organization success  
Guidance and support of officer team  
Promotion of a productive team climate | Membership Statistics  
End of Year Self-Assessment  
Event Statistics |
| Financial                   | Club Season | • Maintain accurate account records  
• Develop and manage a budget  
• Demonstrate ability to meet deadlines and complete tasks  
• Facilitate the completion of assigned tasks to officer team | • Proposed Budget  
• Treasurer Report  
• BOSO COOL System | Account balance  
Administrative compliance  
Individual contributions to organization success  
Guidance and support of officer team  
Promotion of a productive team climate | Compliance Tracker  
End of Year Self-Assessment  
Account Review |