KIN 4351 – Internship in Human Fitness, Performance, and Strength & Conditioning
Spring 2021 – CRN 26204

Course Description

Supervised, participatory experience in application of human fitness and performance principles, strength training and conditioning. The internship experience is designed to provide students in the Human Fitness, Performance, and Strength & Conditioning program the opportunities to gain practical experience in real-life settings. A successful internship will enhance the students’ professional development. Minimum of 225 total hours (equivalent of 15 hours per week) with a recognized specialist or an appointed site supervisor is required for internship completion.

Course Eligibility Requirements

The following criteria must be met before participation in the internship course:

1. Successful completion of prerequisite courses KIN 4341, KIN 4440, and KIN 4442.
2. Senior undergraduate status and department approval.
3. Approval of the site by the course instructor in case of off-campus site visits.

Objectives of the Internship in Human Fitness, Performance, and Strength & Conditioning

Overarching objective:

In preparation for future permanent positions within the field, interns will work in a real-life environment to ensure that the physical performance of athletes or employees in physically demanding occupations (tactical S&C populations) is maximized through safe and effective training methods that prepare them for top performance in their respective sports or occupations. Interns will apply basic methodologies learned in prerequisite courses related to strength training and conditioning to practical settings.

Sub-objectives may include the following items*:

1. Learn to collaborate with the sport head and assistant coaches, athletic trainers, and other staff involved in athlete or tactical employee preparation
2. Participate in staff meetings when possible to gain an understanding of the complex and collaborative nature of performance development by professional staff
3. Be involved in the daily administration and management of strength and conditioning programs
4. Make decisions on suitable programming needs of athletes that maximizes continued physical development
5. Monitor, instruct, and assist athletes through indoor and outdoor strength and conditioning program applications
6. Apply appropriate motivational techniques when working with athletes or tactical populations
7. Collaborate with athletic trainers and other sports medicine staff with monitoring injuries, treatment, and athletes’ progress in returning to play
8. Apply principles of athlete or tactical population assessments, and carry out athletic performance assessment methods in real-life settings
9. Supervise and lead training session- and sport-specific warm-up and cool-down sessions
10. Improve understanding of facility and equipment management during the application of organized training sessions
11. Improve understanding of strength and conditioning program design and planning
12. Improve understanding of exercise technique analysis
13. Develop effective communication skills for the supervision of athletes or tactical populations
14. Demonstrate continuous learning and professional growth, such as developing new skills and learning to operate various devices and new technologies
15. Practice data collection and training/assessment record management skills
16. Develop an understanding of data analysis and programming adjustments in response to collected performance data
17. Apply basic methodologies related to strength training and conditioning and human athletic performance
18. Gain a better understanding of the preparation of athlete for competitive sport performance, or tactical populations for occupational performance
19. Participate in other organizational functions and tasks

*Note: Not all sub-objectives listed above may be attainable to all students. Internship experiences will vary from site to site, and even within the same internship site when working with different athletic teams or tactical populations. Students attending different internship sessions at different sites, or at different times, or working with different coaches, athletic teams, and site supervisors will have slightly different exposure to the various aspects of the S&C profession. Accordingly, students will likely accomplish slightly different sub-objectives through their internship. Students are therefore encouraged to attend sessions at different sites.

**Note: At the different internship sites the local coaches are in charge of their own programs and assessment procedures. However, UTEP interns, internship supervisors, and the course instructor may make recommendations to the coaching staff on programming changes, testing protocols, and other improvements on current coaching and facility processes.

**Course Instructor Contact**
Instructor: Sandor Dorgo, Ph.D., CSCS
Office hours: By appointment
Instructor’s E-mail: sdorgo@utep.edu

**Internship Site Supervisors:**
- Sergio Terrazas, B.Sc., CSCS. Email: saterrazas@utep.edu
- Nicholas Cubillos, B.Sc., CSCS. Email: nrcubillos@miners.utep.edu
Internship Location Options

S&C Internship sessions in the Spring 2021 semester will be available as follows:

- High school campuses within the El Paso Independent School District, as per the course instructor’s announcements. Sessions may include weekday evenings and weekends.
  o Note: Some high school campus locations may present more internship session options than others. Students are encouraged to work with their own schedule and preferably attend internship sessions at multiple campus locations.
- UTEP campus Kidd Field, as per the course instructor’s announcements. Sessions may include weekday evenings and weekends.
- El Paso Rhinos Ice Hockey Arena, as per the course instructor’s announcements. Sessions may include weekday evenings and weekends.
- El Paso Fire Department Training Academy, as per the course instructor’s announcements. Sessions may include weekday evenings and weekends.
- Other possible locations, as per the course instructor’s announcements.

Note #1: Students will have the choice to attend any internship sessions at any of the available locations. Generally, there will be no restrictions on site attendance availability, unless dictated otherwise by governing bodies, such as the coaches, administrators, or health officials.

Note #2: No transportation accommodations will be made by the course instructor. While students may select attending internship sessions at any internship sites, it will be their responsibility to arrange for their own transportation. Car pooling with multiple students traveling together is strongly encouraged.

Site Eligibility Requirements to Attend Internship Sessions

Students must complete certain steps to be eligible to participate in certain internship sessions, or attend sessions at particular internship sites.*

- Attending internship sessions at the EPISD high school campuses: students must visit the EPISD website and navigate to the “Volunteer in Public Schools (VIPs)” site (https://www.episd.org/Page/462). Students can click on the online application option there. Students must register, unless they previously volunteered at EPISD. The website provides an encrypted and safe entry of personal information. The website requires volunteers visiting EPISD school to provide their name, contact information, and SSN, in order to complete a criminal background check, which is required by state law. After creating their profile, students will be asked about the jobs they volunteer for. Here, students should check the “University Student – Interns” option. Upon the completion of the EPISD Volunteer Application, students will receive a confirmation email of the submission from EPISD. Students are required to forward this verification email to the Course Instructor at sdorgo@utep.edu. Students will not be permitted to attend internship sessions at the EPISD high school locations without completion of the VIPs process!
- Attending internship sessions at the UTEP campus Kidd Field, the El Paso Rhinos Ice Hockey Arena, the El Paso Fire Department Training Academy, and possibly other internship locations will require students to complete the UTEP Institutional Review
Board training administered by the UTEP Office of Research and Sponsored Projects. Visit [https://www.utep.edu/orsp/human-subjects-research/training/](https://www.utep.edu/orsp/human-subjects-research/training/) and click on “CITI Program”. Students will need to register and complete either "Social Behavioral Researchers" or the "Nursing, Pharmacy, & Allied Health Researchers" training modules to fulfill the IRB training requirement. Completion of CITI training will be checked by the course instructor before scheduling students to attend internship sessions at these locations.

*Note: Site eligibility requirements are subject to change. Additional or modified eligibility requirements may be announced by the course instructor even after the semester has started. This means that if new eligibility requirements arise, students must complete those new requirements in order to continue attending internship sessions at the given site.

**Internship Completion Policy**

Students participating in this internship course must complete 225 hours of eligible internship sessions approved by the course instructor. All completed hours must be documented on the Internship Time Sheet document, available on Blackboard. Students must print out this document, copy additional pages if necessary, and have the hard-copy document with them for each internship session for the verification by the site supervisor. The last day of session completion and submission of the completed Internship Time Sheet document to the course instructor will be the last day of finals week, May 14th, 2021.

Students can complete sessions of their choice, at their preferred location and schedule. Students are also allowed to complete hours at their own pace, although it is recommended to complete about 15 hours every week, evenly distributed throughout the semester. If, for example, students decide to take a week off, they can compensate by completing more hours during the subsequent weeks. Students who fail to complete the required 225 total internship hours, as verified by the signed Internship Time Sheet hard-copy document, will not be eligible to pass this course. This will result in an F (fail) grade, or a U (unsatisfactory) grade, dependent on the current UTEP grading policies. Under some extenuating circumstances, such as illness or other conditions that prevent students to complete their 225 hours by the end of the semester, an I (incomplete) grade may be requested. Through the I grade, students may receive additional time to complete additional internship sessions. However, during certain time periods, such as Summer and Winter breaks, internship sessions may not be available; therefore, the course instructor cannot guarantee the availability of make-up sessions at any given time during the year.

**Attendance and Tardy Policy**

Students can select attending any internship sessions at any of the announced internship sites. Students are not required to make advanced scheduling arrangements, unless specified by the course instructor or required by the given site. While students have flexibility in selecting their preferred sessions to complete, for the selected sessions students are required to attend the entire session. Students are expected to arrive before the start of the session and stay for the entire session. Arriving after the start of the session or departing before the end of the session will result in a no-attendance notation, thus not earning internship hours for the given session.
In addition to the organized internship sessions conducted at the various internship sites, the course instructor may call for virtual Zoom meetings on an occasional basis. Such meetings may be necessary for example prior to the organized sessions at the UTEP campus Kidd Field, the El Paso Rhinos Ice Hockey Arena, or the El Paso Fire Department Training Academy locations. If such meetings take place, students can document the time spent on the meeting toward their internship hours, which will be verified by the course instructor.

**Alternative Assignment Option, due to COVID-19 Pandemic**

Students who do not wish to complete any internship hours in face-to-face settings will have the option of completing an online substitute video assignment. A detailed video assignment description will be available for students on Blackboard, providing step-by-step guidelines for actions to be taken for designing, video recording, and sharing the video assignments. Minimum requirement for the content and quality of these videos are also detailed. In general, the completion of each video assignment will be considered equivalent of 2.25 hours of internship session completion. This is the approximate time investment students will have to make to complete and submit each video assignment. Accordingly, students may complete a total of 100 (one hundred) video sessions to be eligible of completing the internship course with a passing grade. The quality of the submitted video assignments will be assessed by a relevant rubric also available on Blackboard. Students are allowed to complete a combination of these tasks to complete the 225 total internship hours. For example, a student may complete 200 internship hours through attending face to face sessions, plus submit 10 video assignments that would count for an additional 25 internship hours.

**Evaluation of Students**

The final grade for the KIN 4351 Internship course will be a two-step process:

1. **First, the completion of the 225 internship hours will be verified.** Students must present the course instructor the original copy of all pages of the Internship Time Sheet document, with original signatures from the site supervisors. All data on the Internship Time Sheet document must be entered by a black or blue pen. Entry of internship hours by pencil and related signatures made with a pencil will not be accepted. Alternatively, the equivalent number of video assignment submissions must be made on Blackboard. Students who have accurate documentation of the completion of the minimum 225 internship hours will be eligible for grading as per step #2. Students who fail to present an acceptable Internship Time Sheet document, or fall short of reaching a total of 225 hours of eligible internship sessions or equivalent video assignments, will receive an automatic F grade, which may be replaced by a U grade as per UTEP institutional grading policies.

2. **The final passing grade will be determined by the assessment score aggregate of the daily student performance for the internship sessions.** For each internship session, students’ performance will be assessed by the site supervisors using the Internship Performance Evaluation Rubric, available on Blackboard. Site supervisors will also enforce all internship rules, according to the detailed list of rules posted on Blackboard. Daily internship session performance will be graded on a 3-point scale, according to the rubric.
The grand average of all daily internship performance scores will be calculated and the final grade will be determined by the below grading scale.

**Additional Internship Rules**

A detailed list of internship rules is posted on Blackboard. Rules are specific to attendance, illness, injury, tardies, general behavior, interpersonal behavior, attire, assigned duties, etc.

**Grading Scale***

A: 90.00-100%; B: 80.00-89.99%; C: 70.00-79.99%; D: 60.00-69.99%; F: below 59.99%

*Note: completion of the minimum required 225 internship hours does not automatically mean earning a passing grade for the KIN 4351 Internship course. As per the above grading scale, students must score above 60% for the average of the daily internship performance in order to earn a minimum passing grade of a D.

**Scholastic Honesty, Discipline, and Professional Conduct**

The University of Texas at El Paso prides itself on its standards of academic excellence. In all matters of intellectual pursuit, UTEP faculty and students must strive to achieve excellence based on the quality of work produced by the individual. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of academic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP. It is imperative, therefore, that the members of this academic community understand the regulations pertaining to academic integrity and that all faculty insist on adherence to these standards. Any student who commits an act of academic dishonesty is subject to discipline. Academic dishonesty includes, and is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, and any act designed to give unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the [HOOP: Student Conduct and Discipline](https://www.utep.edu/student-affairs/osccr/), also available on the homepage of the Office of Student Conduct and Conflict Resolution and Office of Student Life, can result in sanctions ranging from disciplinary probation, to a failing grade on the work in question, to a failing grade in the course, to suspension or dismissal, among others.

**Accommodations Policy**

The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities in order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing
so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the CASS portal

If students are diagnosed with COVID-19 or have any other documented illness that prevents them from completing the required internship hours by the May 14th deadline, students must contact the course instructor immediately to discuss alternative deadline scheduling. Under extenuating circumstances and with adequate proof of illness (for example hospitalization records), the session completion deadline can be extended beyond the semester.

**Late Submission of Assignments**

The May 14th due date for submission of the completed Internship Time Sheet document, or submission of the equivalent video assignments will be enforced. Late submissions will not be accepted.

**Extra Credits**

No extra credit opportunities will be presented in this course.

**Course Drop Policy**

Please note that the last day to withdraw from course with an automatic “W” is April 1st. The instructor will not drop students from the course. If students perceive that they are unable to complete the course successfully, they should contact the Registrar’s Office to initiate the drop process. If failing to drop the course by the course drop due date, students will be at risk of receiving an “F” grade.

**Course Content or Stated Syllabus Policy**

The instructor has the right to change or modify course content, presented material, required assignment details, course schedule, and grading procedure, or other aspects of the policies listed in this syllabus. Students will be notified of any changes in advance before the modifications would take effect.

**Technology Requirements**

Students should have a reliable electronic device (desktop, laptop, tablet, etc.) and preferably high-speed internet access to be able to access, download, and upload all materials to Blackboard, and attend virtual class meetings. Campus resources (listed below) are available for students to rent relevant equipment, if necessary. Students should ensure that their UTEP e-mail account is working and that they have access to the Web and a stable web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, students should update their browser, clear their cache, or try switching to another browser.
For the video assignments, students will need to have access to a video recording device (digital camcorder, camera, or smart phone with sufficient storage space), potentially a tripod to fix their camera, a wireless microphone or airpods for improved voice quality, and a computer/laptop with broadband internet access for video downloads/uploads.

Students may need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Students should check that their computer hardware and software are up-to-date and able to access all parts of the course. Students who do not have a word-processing software, they can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP’s Microsoft Office Portal. Click the following link for more information about Microsoft Office 365 and follow the instructions.

IMPORTANT: Students who encounter technical difficulties beyond their scope of troubleshooting, they should contact the UTEP Help Desk as they are trained specifically in assisting with technological needs of students. Students should not contact the course instructor for technical assistance and troubleshooting.

Netiquette
Communication online can be challenging. It’s possible to miscommunicate what we mean or to misunderstand what others mean given the lack of body language and immediate feedback. Therefore, students should keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action:

- Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other’s ideas.
- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else’s message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

Available Student Resources:
- UTEP Library: https://www.utep.edu/library/
- University Writing Center: https://www.utep.edu/uwc/
- UTEP Technology Support Center and Equipment Checkout: https://www.utep.edu/technologysupport/TSCenter/tsc_eqcheckout.html
- UTEP HelpDesk: https://www.utep.edu/technologysupport/
- UTEP Counseling and Psychological Services: https://www.utep.edu/student-affairs/counsel/
COVID-19 Pandemic Requirements

Students must comply with all COVID-19 safety requirements specified by the internship sites. These may be similar to the UTEP policies stated below, or may be unique to the given site.

Generally, the following safety precautions will be used at all internship sites:
- Wear face covering when in common areas or when others are present
- Maintain a minimum separation of six (6) feet between yourself and others when possible, and arrange space to make this possible in almost all circumstances
- Adhere to room and space limitations on number of occupants
- Wash and/or sanitize hands frequently

Possible Site Closures

It is possible that due to the COVID-19 pandemic some or all of the internship sites close down temporarily and attending internship sessions will not be possible. In such unique circumstances the course instructor will be in communication with students to specify alternative arrangements. If inaccessibility of the internship sites becomes prolonged, the internship completion requirements may include a mandatory completion of a predetermined number of video sessions (substitute video assignments). Under unique circumstances the course instructor may decide to lower the total of 225-hour internship completion requirement to fewer hours, considering the duration of any internship site lockdowns.

UTEP COVID-19 Safety Policies

The following guidelines must be followed:
- Stay at home if you have been diagnosed with COVID-19, or are experiencing COVID-19 symptoms, or have had a recent contact with a person who has received a positive COVID-19 test.
- Report at https://adminapps.utep.edu/screening/Home/Launch if you have been diagnosed with COVID-19, or are experiencing COVID-19 symptoms, or have had a recent contact with a person who has received a positive COVID-19 test.
- Complete screening questions at https://adminapps.utep.edu/screening/Home/Launch every day before coming to UTEP campus and follow the instructions provided.
- While on campus, follow these safety precautions:
  o Wear face covering when in common areas or when others are present
  o Maintain a minimum separation of six (6) feet between yourself and others when possible, and arrange space to make this possible in almost all circumstances
  o Adhere to room and space limitations on number of occupants
  o Wash and/or sanitize hands frequently.
COVID-19 Accommodations

Students are not permitted on campus when they have a positive COVID-19 test, exposure or symptoms. Students who are not permitted on campus should contact the instructor as soon as possible in order to arrange necessary and appropriate accommodations.

COVID-19 Precautions

Students should complete the COVID-19 student training module at https://covidtraining.questionpro.com/. In general, students must stay home and report if they (1) have been diagnosed with COVID-19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at screening.utepe.edu. If students know of anyone who should report any of these three criteria, they should encourage them to report. If the individual cannot report, students can report on their behalf by sending an email to COVIDaction@utepe.edu. If students need temporary accommodations due to COVID-19, they should contact the course instructor at their earliest convenience. Students should consider regularly participating in the UTEP COVID testing program, particularly if they visit the UTEP campus. More information may be available here: https://www.utepe.edu/resuming-campus-operations/testing/index.html

For each day that students attend campus, for any reason, they must complete the questions on the UTEP screening website (screening.utepe.edu) prior to arriving on campus. The website will verify if students are permitted to come to campus. Under no circumstances should anyone come to campus when feeling ill or exhibiting any of the known COVID-19 symptoms. If students are feeling unwell, they should inform the instructor. Students are advised to minimize the number of encounters with others to avoid infection.

Student must wear face coverings when in common areas of campus or when others are present. Students must wear a face covering over their nose and mouth at all times if this class meets in-person. If students choose not to wear a face covering, they may not enter the classroom. If students remove their face covering, they will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 Health and Safety and Section 1.2.2.5 Disruptions in the UTEP Handbook of Operating Procedures.

Non-Compliance with Safety Guidelines

Students are required to comply with above stated COVID-19 safety policies. Students who fail to comply may be dismissed from the internship sites by the site supervisors or the course instructor. Consequences of non-compliance may include dismissal from the course and submitting a report to https://cm.maxient.com/reportingform.php?UnivofTexasElPaso&layout_id=0.