

**UNIVERSITY OF PITTSBURGH - DEPARTMENT OF HEALTH & PHYSICAL ACTIVITY**  
**HHD 1172**  
**GROUP FITNESS INSTRUCTOR**

**COURSE DESCRIPTION:**

This course will prepare the student with techniques, methodology and guidelines to teach various types of Group Fitness; General Group Instruction, Weight Training Specific Instruction and Aquatic exercise.

<b>INSTRUCTOR:</b> Laura Fonzi, M.S..	<b>OFFICE:</b> 110 Trees Hall	<b>HOURS:</b> By Appt.
	<b>E-MAIL:</b> <a href="mailto:lfonzi@pitt.edu">lfonzi@pitt.edu</a>	

<b>INSTRUCTOR:</b> Kevin McLaughlin, M.Ed.	<b>OFFICE:</b> 140 Trees Hall	<b>HOURS:</b> By Appt.
	<b>E-MAIL:</b> <a href="mailto:kimclaug@pitt.edu">kimclaug@pitt.edu</a>	

**CLASS DAY/TIME:**      Wednesday      8:00 - 9:50am

**STUDENT RESPONSIBILITIES:**

- Come to class in the proper exercise attire. May vary based on module. Please note: muddy, snowy, salty shoes damage fitness flooring and equipment. Please change shoes prior to entering the fitness facilities.
- Students will be responsible for cleaning equipment after use.
- Due to the nature of this course, attendance is required. Experiences missed in this class cannot be made up.
  - Thus, if excessive excused absences require the student to take an incomplete ("G") grade, the incomplete grade can only be converted to an appropriate letter grade by the student repeating the entire course in a subsequent semester.
- Students are not permitted into the fitness facilities and are not permitted to begin using equipment or enter the pool (if applicable) until the instructor is present and has prompted the start of the class.
- Students are required to participate in the entire length of the class.

## COURSE DESIGN

The course will include activity, group instruction/pedagogy, lecture, and group discussion.

**EVERY CLASS:** Be prepared to work out and be dressed appropriately for the module:

- **METHODS OF GROUP INSTRUCTION & DESIGN:**
  - Wear appropriate exercise clothing each class that allows for flexible movement and the ability to identify body alignment.
  - Tennis shoes are required for every class.
  - This class takes place in the Trees Hall Dance studio; thus, street shoes are not permitted into the studio under any circumstances. Students are required to change into their workout shoes when in this facility.
- **AQUATICS:**
  - Wear a regular swimsuit (no cut offs or clothes) and a towel.
  - Goggles are strongly recommended for all students.
  - Swim cap is strongly recommended for anyone with longer hair that may interfere with eyes/mouth during swimming.
  - Transient lockers are available and students will need to provide their own combination locks which must be removed at the end of each class.

## REQUIREMENTS

Please note the attendance policy below – this will be strictly enforced.

### 1. Requirements:

- Attendance/Engagement: The attendance policy below will be strictly enforced. Each class will require the students to teach and/or participate. Students will be graded and receive points based on the following criteria:
  - i. **5 points = Full engagement**
    - 1. Came prepared to participate in teaching/discussion (completed “take home” assignment)
    - 2. Worked well and engaged with other students and instructors
    - 3. Participated in all aspects of the 2 hour class.
  - ii. **3 point = Partial engagement**
    - 1. Was not prepared to participate in teaching/discussion
    - 2. Did not fully engage with other students and instructors
    - 3. Did not participate in all aspects of the 2 hour class
  - iii. **0 points = Did not attend class**

**Students can earn up to 5 points per week for each module = 35 points/module.**

GROUP INSTRUCTION	AQUATICS	TOTAL
35 points	35 points	70 points

- iv. Late: 2x Late = 1 absence
  - 1. Late:  $\geq 15$  minutes after the class has started
  - 2. Students will need to provide a reason to the instructor why he/she is late.
- v. Absences: ***Absences are excused under the following circumstances (below) but must be completed within 1 week of returning when accompanied by appropriate documentation. Make-ups will be given at the discretion of the module instructor:***
  - Medical Emergency or Sickness – Must have a note from medical doctor documenting visit include the date missed.
  - Mandatory Academic Event – Must have a note from advisor/professor documenting the event.

- Personal or Family Emergency – Communication with instructor is required prior to missing.

**NOTE:** In order to earn the 5 Attendance points for excused absences, the student will be required to complete an assignment to make-up for the missed class within 1 week of returning. Discuss a plan for making-up excused classes immediately upon return.

- Final Teaching/Participation Assignment:
  - Instruction worth 10 total points**
  - Participation/evaluation worth 5 points**
  - Individual modules will have different requirements for this final teaching assignment.

## **FINAL GRADING**

	<b>GROUP INSTRUCTION</b>	<b>AQUATICS</b>	<b>TOTAL POINTS</b>
<b>ATTENDANCE/ENGAGEMENT</b>	35	35	<b>70</b>
<b>FINAL TEACHING ASSIGNMENT</b>	10	10	<b>20</b>
<b>FINAL PARTICIPATION/EVAL ASSIGNMENT</b>	5	5	<b>10</b>
<b>TOTAL COURSE POINTS</b>			<b>100</b>

<b>A</b>	90-100 points
<b>B</b>	80-90 points
<b>C</b>	70-80 points
<b>D</b>	60-70 points
<b>F</b>	< 60 points

## **COURSE SCHEDULE**

<b>CLASS DATE</b>	<b>MODULE</b>	<b>LOCATION</b>	<b>INSTRUCTORS</b>
<b>8/28</b>	Introduction to Course, Begin Aquatics	Room 169/Pool	McLaughlin
<b>9/4</b>	Aquatics	Room 169/Pool	McLaughlin
<b>9/11</b>	Aquatics	Room 169/Pool	McLaughlin
<b>9/18</b>	Aquatics	Room 169/Pool	McLaughlin
<b>9/25</b>	Aquatics	Room 169/Pool	McLaughlin
<b>10/2</b>	Aquatics	Room 169/Pool	McLaughlin
<b>10/9</b>	Aquatics - Final	Room 169/Pool	McLaughlin
<b>10/16</b>	Introduction & Group Methods – Chest/Back	Dance Studio	Fonzi
<b>10/23</b>	Exercises for Shoulders/Bi/Tri	Dance Studio	Fonzi
<b>10/30</b>	Exercises for Core/Legs	Dance Studio	Fonzi
<b>11/6</b>	Lecture + WU/CD	Dance Studio	Fonzi
<b>11/13</b>	Circuits	Dance Studio	Fonzi
<b>11/20</b>	HITT, Tabata, Sculpt, Total Body	Dance Studio	Fonzi
<b>11/27</b>	<b>NO CLASS – THANKSGIVING BREAK</b>		
<b>12/4</b>	Group Instruction Methods-EVALUATION	Dance Studio	Fonzi

## **SPECIAL NOTICES**

- **Disability Statement** - If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both your instructor and Disability Resources and Services (DRS), 140 William Pitt Union (412) 648-7890, [drsrecep@pitt.edu](mailto:drsrecep@pitt.edu), (412) 228-5347 for P3 ALS users, as early as possible in the term. DRS will verify your disability and determine reasonable accommodations for this course.
- **Department of Health and Human Development Grievance Procedure**. - If a student feels that they have been treated unfairly by the instructor with regard to their grade or other aspects of their course participation there are a series of steps that should be taken in an attempt to resolve this matter. These include the following:
  - 1.** The student should first inform the instructor of the course of the issue in an attempt to resolve this matter. If the course is taught by a Teaching Assistant, Graduate Student, or Part-Time instructor, their faculty supervisor should also be informed of this matter. The student should bring this issue to the attention of the instructor in a timely matter and should maintain a record of interactions that occurred with the instructor regarding the matter in question. The course instructor should take necessary steps to address the concern raised by the student in a timely matter and should maintain a record of the interactions that occurred with the student regarding this matter.
  - 2.** If, after reasonable attempts to resolve the matter, the matter is not resolved in a manner that is deemed to be acceptable to the student, the student retains the right to file a grievance. This grievance is to be filed with the Department Chair in the form of a written document that can be submitted via email or campus mail. This document should include the following:
    - a.** Student's name
    - b.** Student contact information (email, address, telephone number)
    - c.** Information on the course for which the grievance applies (course title, course number, instructor name).
    - d.** A copy of the course syllabus that was provided to the student by the instructor
    - e.** Detailed description of the grievance and additional information the student feels is pertinent to this matter.

After receiving this information the Department Chair will inform the student if additional information is needed, as appropriate will discuss this matter with the student and the instructor, and will issue a decision in a timely manner.

**3.** If the student is not willing to accept the decision of the Department Chair, the student will be informed that they can request an additional review of this matter through the Office of the Dean of the School of Education. If the student decides to pursue this, the student should contact the Associate Dean for Student Affairs & Certification in the School of Education at the University of Pittsburgh.