
Calumet College



of Saint Joseph

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Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.

We are committed to the Five Pillars of a CCSJ Education: The CCSJ graduate will be Open to Growth, Intellectually Competent, Religious, Loving, and Committed to Doing Justice. This class, as outlined below, will help you to achieve those goals.

COURSE SYLLABUS, Fall 2019

EXSS 200A Certified Personal Trainer

Instructor Information:

Instructor Name:	Audra Kielbowicz
Office Number:	Adjunct Office Room 531
Phone Number:	Email is best
Email:	akielbowicz@ccsj.edu
Office Hours	Tuesday/Thursday 10:30am-12:00pm by appointment only

Instructor Background:

As an athlete in high school and college, Audra has always had a passion for the sports and fitness industry. It lead her to earn a B.S. in Exercise Science from Concordia University, St. Paul and an M.S. in Human Performance from Robert Morris University Chicago. Audra is a Certified Personal Trainer (CPT) through the National Personal Training Institute and a Certified Strength and Conditioning Specialist (CSCS) through the National Strength and Conditioning Association. Audra has also been a girls lacrosse coach, volleyball coach and sports performance coach since 2009.

Course Information

Course Time:	Tuesday, 1:30p to 3:15p
Classroom:	Room 260 & Athletic Building
Prerequisites:	Concurrent enrollment in EXSS 425 required
Required Books and Materials:	NASM Essentials of Personal Fitness Training, 6 th Edition, 2018. Jones Bartlett Learning. ISBN: 9781284160086

Learning Outcomes/Competencies:

1. Explain the history of the profession of personal training.
2. Identify common characteristics of personal training clients.
3. Demonstrate an understanding of the principles of integrated exercise program design.
4. Demonstrate an understanding of how to perform comprehensive health-related fitness assessments.
5. Design exercise programs for any client and any phase of training.
6. Understand basic supplemental recommendations for optimizing health.
7. Understand the process of writing a fitness resume.
8. Understand and demonstrate basic marketing and sales techniques and skills

This course meets the following Kinesiology Program Objectives:

- Describe the underlying scientific foundations of physical activity.
- Evaluate information about physical activity from scientific basis.
- Describe the relationship between physical activity participation and health, wellness, and quality of life.
- Demonstrate knowledge of current physical activity guidelines and recommendations.
- Design and evaluate physical activity programs that promote health and improve quality of life.

Course Description:

This course will prepare students in the processes, theories and application of being a personal trainer. This course will provide the content necessary for students to sit for the national certification exam.

Learning Strategies:

All of the following are created by the instructor with the NASM practice certification exam as a guide to ensure students are properly prepared to take and pass the official NASM Certified Personal Trainer exam at the end of the semester:

- PowerPoint lectures
- In-class and video demonstrations of fitness assessments and exercises
- Chapter study guides
- Unit quizzes on Blackboard
- Midterm and Final exams are official NASM exams, not created by the instructor

Experiential Learning Opportunities:

Concurrent enrollment in EXSS 425 is required to allow students hands-on experience developing workouts that they will use to train each other in the weight room and gym in the CCSJ Athletic Building.

Assessments:		
Major Assignments:	8 Chapter Study Guides	30% of Total Grade
Assessments:	3 Exams	55% of Total Grade
Class Participation:	In-Class Activities & Discussions	15% of Total Grade
Grading Scale:		
100 – 92: A	91 – 90: A-	
89 – 88: B+	87 – 82: B	81 – 80: B-
79 – 78 : C+	77 – 72: C	71 – 70 : C-
69 – 68: D+	67 – 62: D	61 – 60: D-
59 and below: F		

Course Schedule			
Class Date	Lecture/Class Discussion/Activities	LO	Assignments
Aug 27	Overview of course and The Fitness Field	1	<i>Read Ch 1 Chapter 1 Study Guide</i>
Sept 3	Ch 1 Scientific Rationale for Integrated Training	1-2	<i>Read Ch 2 Part 1</i>
10	Ch 2 Basic Exercise Science, Part 1 Nervous System & Skeletal System	5-6	<i>Read Ch 2 Part 2</i>
17	Ch 2 Basic Exercise Science, Part 2 Muscular & Endocrine Systems		<i>Chapter 2 Study Guide Read Ch 3 Part 1</i>
24	Ch 3 Cardiorespiratory System, Part 1 The Cardiovascular System		<i>Read Ch 3 Part 2</i>
Oct 1	Ch 3 Cardiorespiratory System, Part 2 Respiratory System & Cardioresp. Function		<i>Chapter 3 Study Guide Study for Exam 1</i>
Exam 1: Chapters 1-3 Must be completed by 11:59p on Sunday, October 7, 2019			
8	Ch 4 Exercise Metabolism, Part 1 Intro to Bioenerg., Energy and Work	5-6	<i>Read Ch 4 Parts 1 & 2</i>
Late work for Chapters 1-3 will not be accepted after Thurs, Oct. 10, 2019 at 11:59p			
15	Ch 4 Exercise Metabolism, Part 2 Energy During Exercise	5-6	<i>Chapter 4 Study Guide Read Ch 5</i>
22	Ch 5 Human Movement Science	3-4	<i>Chapter 5 Study Guide Study for Exam 2</i>
Exam 2: Chapters 4-5 Must be completed by 11:59p on Sunday, October 28, 2019			
29	Ch 17 Nutrition, Part 1 Intro to Nutrition, Definition, Daily Energy Needs, Altering Body Composition	5-6	<i>Read Ch 17 Parts 1 & 2</i>
Nov 5	Ch 17 Nutrition, Part 2 Protein & Carbohydrates		<i>Read Ch 17 Lipids and Water Read Ch 18 Supplementation</i>
12	Ch 17 Nutrition, Part 3 Lipids and Water Ch 18 Supplementation		<i>Chapter 17 & 18 Study Guide Study for Exam 3</i>
19	Chapter 16 Chronic Health Conditions and Physical or Functional Limitations	1-2	<i>Read Ch 16 Chapter 16 Study Guide</i>
Exam 3: Chapters 16-18 Must be completed by 11:59p on Sunday, November 18, 2019			
Fall Break, November 25-30, 2019 Read Ch 19, Chapter 19 Study Guide			
Dec 3	Ch 20 Developing a Successful PT Business	5, 7-8	<i>Review for NASM Practice Exam In Class on Thursday, December 12, 2019</i>
10	Review: Ch 1-5, 16-20	1-8	
I reserve the right to change this schedule to meet the needs of the class.			

Responsibilities

<p>Attending Class</p>	<p>General Absences You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. In all things, communication is KEY. All planned and unplanned absences must be communicated to your instructor via email with a brief explanation.</p> <p>Absence due to college events We do not want to penalize students for participating in college-sponsored events. When you miss class because of a college event, you must give notice of your absence in advance and you are responsible for all missed work.</p>
<p>Turning In Your Work</p>	<p>You cannot succeed in this class if you do not turn in all your work on the day it is due.</p> <p>Missing Assignments 15% will be deducted from all assignments turned in after the due date posted on Blackboard. Late work will receive a grade of no higher than 85%. No late work will be accepted after the dates posted on the syllabus. See syllabus for dates to plan-ahead.</p> <p>Missing Exams All exams are required in order to complete this course. You must take all exams in order for a low score to be dropped (if applicable). If you are absent on exam day, you must email the instructor by the end of the week to schedule your make-up exam. 15% will be deducted from all make-up exams.</p>
<p>Meeting Standards for Classroom Behavior</p>	<ul style="list-style-type: none"> • Use all the class time. Come to class on time and stay in class until the end. Coming late, leaving early, and getting up during class disrupts the class and disrespects others. • Come prepared. Bring your texts, be prepared to take notes, and be able to demonstrate that you have completed the assignments for the day through your participation in class. • Respect others. Listen when your classmates and the instructor are speaking. Think about their contributions. Respond appropriately. • Use electronic devices only for class purposes. Engage with your classmates and the instructor without technological distractions. Headphones and cellphones should remain in your bags during class time. Students who appear to be constantly distracted by their electronic devices will be marked absent. (See attendance policy for information on attendance and your grade.)
<p>CCSJ Student Honor Code</p>	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> • Continuously embrace honesty and curiosity in the pursuit of my educational goals; • Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my community; • Do my own work with integrity at all times, in accordance with syllabi, and without giving or receiving inappropriate aid; • Do my utmost to act with commitment, inside and outside of class, to the goals and mission of Calumet College of St. Joseph.

<p>Doing Your Own Work</p>	<p>If you turn in work that is not your own, you are subject to judicial review, and these procedures can be found in the College Catalog and the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines, such as MLA or APA format, to document sources avoids plagiarism. The Library has reference copies of each of these manuals, and there are brief checklists in your Student Handbook and Planner.</p> <p>PLEASE NOTE: All papers are electronically checked for plagiarism.</p>
<p>Sharing Your Class Experience</p>	<p>Your voice matters! At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are essential to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!</p>
<p>Withdrawing from Class</p>	<p>After the last day established for class changes has passed (see the College calendar), you may withdraw from a course by following the policy outlined in the CCSJ Course Catalog.</p>

Resources

CCSJ Book Rental Program	<p>The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be delivered to their homes and they can return them by mail. For more information, see http://www.ccsj.edu/bookstore. All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.</p>
Student Success Center:	<p>The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library.</p>
Disability Services:	<p>Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.</p>
Student Assistance Program	<p>Through a partnership with Crown Counseling, Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, contact Kerry Knowles SAP Counselor, at 219-663-6353 (office), 219-413-3702 (cell), or kerryk@crowncounseling.org.</p>
CCSJ Alerts:	<p>Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: http://www.ccsj.edu/alerts/index.html.</p>