



# Administration and Management of Physical Education and Athletic Programs, Fourth Edition

*Clayne R. Jensen, Steven J. Overman*

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This highly regarded volume continues to be the foremost guide for effective planning, organizing, and managing every facet of programs in physical education and athletics. The Fourth Edition features an abundance of up-to-date information for the twenty-first century administrator on such topics as: curriculum standards and trends; state-of-the-art building security; legal liability and risk management; facilities planning and construction; Equal Opportunity, Affirmative Action, and Title IX legislation; and management/leadership styles and theories. The authors stress the importance of determining one's own personal management philosophy. They emphasize the increasing importance of computers and other technology in program planning and evaluation, budgeting, scheduling, public relations, office management, intramurals, and other applications. The book provides expanded and updated treatments of human-resource management, policies and procedures, eligibility issues and drug testing, events planning, fitness testing, and instruction for disabled students. Helpful Web sites appear at the end of each chapter to facilitate further research and study. The appendices provide a comprehensive list of professional organizations and periodicals, a detailed facility-planning checklist, physical education curriculum evaluation criteria, the AAHPERD code of ethics, and the Society of State Directors of HPER position statements on extra-class programs and interscholastic athletics.

Title of related interest also from Waveland Press: Horine-Stotlar, *Administration of Physical Education and Sport Programs*, Fifth Edition (ISBN 9781478606505).

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