



**1. Campus Name**  
**School of Education**

**2. Wayland Baptist University Mission Statement:**

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, and service to God and humankind.

**3. Course Prefix, Number, & Name:**

EXSS 5302-VC01 Sport Budgeting and Finance

**4. Term and Year:**

Spring-2, 2023

**5. Full Name of Instructor:**

Dr. J. Paul Fikes

**6. Office Phone and WBU Email Address:**

Office phone: 806.291.3790

Email: [fikesp@wbu.edu](mailto:fikesp@wbu.edu)

Cell phone: 806.729.8017

EXSS Front Office phone: 806.291.1056

**7. Office Hours, Building, and Location:**

Laney Center, Room 203, by appointment

**8. Class Meeting Time and Location:**

Virtual Campus

**9. Catalog Description:**

Fundamentals and applications of financial techniques in the administration and operation of sport organizations.

**10. Prerequisite:**

none

**11. Required Textbook and Resources:**

- Textbook: Fried, G., DeSchraver, T. D., & Mondello, M. (2020). *Sports Finance* (4<sup>th</sup> ed.). Human Kinetics.

- Website: EDGAR Search for U.S. Securities and Exchange Commission (SEC) Filings [here](#)

- Professional Journal: International Journal of Sports Finance (full text articles available through WBU LRC database)
- publication information page [here](#)

#### **12. Optional Materials:**

- Resources available through WBU and Online libraries
- Access to WBU Learning Resources at [link](#)

#### **13. Course Outcome Competencies:**

At the completion of the course, the student will:

1. demonstrate an understanding of recent trends in budget and finance of sport-related industries
2. demonstrate an understanding of assets and liabilities in the sport industry
3. demonstrate an understanding of revenue and expenses in the sport industry
4. demonstrate how to create and manage a budget
5. apply financing strategies to manage cash flow in a sports organization
6. be able to create and interpret financial statements
7. demonstrate the ability to integrate budget and organizational planning
8. demonstrate the ability to apply sport budgeting and finance concepts to real-world sport organizations

#### **14. Attendance Requirements:**

As stated in the Wayland Catalog, students enrolled at one of the University's external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University's attendance policy.

- As a Virtual Campus course, any student who misses twenty-five (25%) percent or more of the regularly scheduled class meetings will receive a grade of F for that course. Participation and attendance will be defined as logging into the Blackboard course module and submitting at least one assignment each week. Simply logging into the Blackboard course module will not suffice.

#### **15. Statement on Plagiarism and Academic Dishonesty:**

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

#### **16. Disability Statement:**

"In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational

program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291- 3765. Documentation of a disability must accompany any request for accommodations.”

## 17. Course Requirements and Grading Criteria:

- A. Syllabus Quiz
  - a. Read the full syllabus. If you have any questions or concerns, please contact me ASAP.
  - b. A short (short answer) quiz is available on Blackboard. Once you are confident that you are familiar with the course objectives and expectations, complete the syllabus quiz.
  - c. This is not graded, but is mandatory to be considered a participant in class.
  - d. Due by 9:00 PM (CST – Plainview time) on the first Wednesday of the course (see calendar).
  
- B. Discussion Board Questions – will assess attendance and competencies 1, 2, 3, 4, 5, 6, 7, & 8
  - a. Each week, a single prompt or question is posted. Develop a thorough response to each and post your reflection.
    - i. Will require consideration of that week’s assigned readings
    - ii. Text should follow APA formatting standards, including any references cited
    - iii. Your original response is due by 9:00 PM (CST – Plainview time) on Saturday night during; see due dates on course calendar (below)
    - iv. 8, each worth up to 10 points
      - 1. See “Discussion Boards Expectations and Grading” for detail on grading criteria
  - b. After your original post is submitted, you are expected to read other student responses and post thoughtful and constructive replies to your classmates to encourage an exchange of ideas. This will enhance your learning and that of your classmates.
    - i. Contributions that advance the course discussion will be rewarded with “discussion points”
      - 1. Earn 1 discussion point for adding to another student’s post with an interesting idea or question that the original post didn’t include.
      - 2. Comments that do not advance the discussion, such as “I agree” or “I agree because you made this one point,” will not earn the discussion point.
    - ii. I will also participate in the discussions by asking questions, proposing challenges to your assertions, and generally encouraging you to think more deeply about the topics. Remember that I have the responsibility to ask questions that challenge your preconceptions and biases. I may also play the “devil’s advocate” during discussions.
      - 1. Note: you are not graded on your opinion, but on whether your opinions are rooted in facts and foundational information, whether your opinions are presented within the required format so that we can all read them in the same context, and whether your opinions are on the topic proposed by the prompt.

- iii. 20 total discussion points are available, distributed among the DBs. But, no more than 4 can be earned in any one week's DB prompt.
      - 1. There is no "due date" for these, as the intent is to encourage continual reflection and interaction. However, no submissions can be graded for credit after the course session deadline on Saturday of the last week of class.
    - c. Post to Blackboard under "Discussion Boards" tab
    - d. Anticipated time on task: 1 hour per week on writing, plus defined weekly readings
    - e. 100 total points possible
- C. Research Paper – will assess competencies 2, 3, 4, 5, 6, & 7
  - a. Write two essays answering the following questions:
    - i. Mid-term paper: Budgeting. Prepare a paper over a sport-budgeting topic of your choice for potential submission to the International Journal of Sport Finance (see hyperlink in Section 11 above). As a budgeting paper, this should specifically include consideration of how budget decisions will be made by an organization or industry. You are not required to submit your paper for IJSF submission, but it should be:
      - 1. Qualified to submit based on the requirements listed on the IJSF website and
      - 2. On topic for that publication.
    - ii. Final paper: Financing. Prepare a paper over a sport-financing topic of your choice for potential submission to the International Journal of Sport Finance (see hyperlink in Section 11 above). As a financing paper, this should specifically include consideration of how an organization will manage financing options or decisions. You are not required to submit your paper for IJSF submission, but it should be:
      - 1. Qualified to submit based on the requirements listed on the IJSF website and
      - 2. On topic for that publication.
  - b. Each essay should be approximately 1,700 words, including:
    - i. Title page
    - ii. Your essay text
    - iii. References
  - c. As a rule of thumb, papers should include approximately 1 primary reference resource per page of text.
  - d. All papers should be formatted using the latest edition of APA.
    - i. If you have any questions, concerns, or problems with APA formatting, please feel free to contact me or seek help through the WBU Writing Center.
    - ii. If you need to include tables, figures, or charts, place them in appendices. Refer to each within the text and provide context and explanation for why they are included. These do not count as part of your paper length.
  - e. Upload to Blackboard under "Assignment Uploads" tab
  - f. Due by 9:00 PM (CST – Plainview time) on Saturday during Weeks 4 and 8 (see Course Calendar, below)

- g. Anticipated time on task: 3 hours preparation per week (1-3 & 5-7) plus 8 hours writing, editing, and proofreading during submission weeks (4 & 8), plus defined weekly readings
- h. 2, Worth 50 points each (100 total)

D. Class Project: Budgeting Activity – will assess competencies 2, 3, 4, & 8

- a. Develop an annual budget for one of the following scenarios:
  - i. Public school athletic department – Look at your local public school district. Call and request any information that you need from the school’s business office – most of the financial information (except some private salary contract numbers) is public information. Consider the number of sports offered, number of students involved, travel required, and restrictions on fundraising sources. Don’t try to copy that district’s previous or current use of funds; consider how you would do it if it was your department.
  - ii. College athletic department – Similar scenario as the public school, but you will be working with a college organization. Consider the hiring requirements, travel, and more lenient income restrictions. Also note that the actual working budgets for these departments are less readily available. Most state-sponsored schools are required to provide this information (try the business office or the main athletic department; you will probably be referred 2-3 times before finding the person with the information) upon request, but will often charge for hard copies. Getting a ballpark total operating cost is a fine starting point for you. Also, much of this information may be available through media outlets, but consider the source.
  - iii. Small youth elite club team – As a volunteer coach/organizer for your youth elite club team (you may pick the sport), develop the budget for all travel, supplies, insurance, and other operating expenses. Parents expect to pay a fee for participation and are often willing to transport the kids, but you should determine a total cost per child. Also, consider the problems with and benefits of sharing expenses or utilizing transportation or housing sponsors.
- b. Consider all probable and possible expenses and sources of income. Specifically include a list of specific expected expenses and revenues. Use appropriate financial charts as presented in the text. Refer to other similar (similar mission statements, not just superficial similarities) organizations to help guide your decisions.
- c. Submit as a Word (.doc or .docx) document on the respective Blackboard link under “Assignments” tab.
- d. Due by 9:00 PM (CST – Plainview time) on Saturday during week 7
- e. Anticipated time on task: 4 hours total in weeks 6 & 7
- f. Worth 100 points

E. 300 Total Points Possible

- A: At least 270 points
- B: At least 240 points

- C: At least 210 points
- D: At least 180 points
- F: Fewer than 180 points

- F. Grade of Incomplete – The university catalog, [link](#), states that “an incomplete may be given within the last two weeks of a long term . . . to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student’s control.” For this course, I will approve any request that includes a statement of need due to “reasons beyond the student’s control” and that is requested in the last two weeks of the term. However, I can only approve the request if you are both requesting an extension for *one assignment* and are otherwise *passing* (defined as at least 60% of the points expected based on the position within the course, excluding the assignment within the request). More extensive requests may be possible through working with WBU academic administration.

17.1 Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or *lowered* at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

**18. Tentative Schedule:**

A tentative schedule is provided (see calendar below) to help you keep on pace. You are welcome to work ahead. You may submit assignments after the due date, but you may lose up to 10% per day in potential grade. In case of emergency, I will certainly work with you, but you must contact me as soon as is reasonably possible.

**19. Faculty May Add Additional Information as Desired:**

- This course is designed to be completed in eight weeks, with 15-16 hours of time on task per week. If you are unable to commit this time, please talk to your instructor ASAP. I recommend scheduling blocks of time throughout each week so you don’t feel rushed on Saturdays when assignments are due.
- Life happens. Please communicate with me when it does so I can be looking for ways to help you. I can’t help you solve problems if I don’t know you’re having them.

EXSS 5302 - VC01  
Sport Budget and Finance

Week #	Dates	Topic	Fried Chapters to Read	Additional Readings and Resources	Assignments Due
1	Mar 27 – Apr 1	Unit 1 – Introduction & Trends	1, 2	- Course Syllabus - links and prompts posted in Blackboard	- Syllabus quiz (Mar 29) - DB 1 (Apr 1)
2	Apr 3-7	Unit 2 – Concepts, Assets, & Liabilities	3, 4	- links and prompts posted in Blackboard	- DB 2 (Apr 7)
3	Apr 10-15	Unit 3 – Revenue & Expenses	5, 6	- links and prompts posted in Blackboard	- DB 3 (Apr 15)
4	Apr 17-22	Unit 4 – Budgeting	7, 8	- links and prompts posted in Blackboard	- DB 4 (Apr 22) - Mid-term Paper (Apr 22)
5	Apr 24-29	Unit 5 – Cash Management	9, 10	- links and prompts posted in Blackboard	- DB 5 (Apr 29)
6	May 1-6	Unit 6 – Financial Statements	11	- links and prompts posted in Blackboard	- DB 6 (May 6)
7	May 8-13	Unit 7 – Planning	12, 13	- links and prompts posted in Blackboard	- DB 7 (May 13) - Class Project (May 13)
8	May 15-20	Unit 8 – Application	14	- links and prompts posted in Blackboard	- DB 8 (May 20) - Final Paper (May 20)