## **New Course Report**



# RECEIVED

APR 25 2014

OFFICE OF THE SENATE COUNCIL

### 1. General Information

1a. Submitted by the College of: AGRICULTURE, FOOD AND ENVIRONMENT

Date Submitted: 4/23/2014

1b. Department/Division: Retailing & Tourism Management

1c. Contact Person

Name: Scarlett Wesley

Email: scarlett.wesley@uky.edu

Phone: 859-257-7778

Responsible Faculty ID (if different from Contact)

Name:

Email:

Phone:

1d. Requested Effective Date: Semester following approval

1e. Should this course be a UK Core Course? No

## 2. Designation and Description of Proposed Course

2a. Will this course also be offered through Distance Learning?: No

2b. Prefix and Number: HMT 759

2c. Full Title: Special Topics in Hospitality Management and Tourism

2d. Transcript Title: Sp Topics in Hospitality Mgt and Tourism

2e. Cross-listing:

2f. Meeting Patterns

SEMINAR: 3

2g. Grading System: Graduate School Grade Scale

2h. Number of credit hours: 3

2i. Is this course repeatable for additional credit? Yes

If Yes: Maximum number of credit hours: 12

If Yes: Will this course allow multiple registrations during the same semester? No

2j. Course Description for Bulletin: Advanced work on a specific topic in hospitality management and tourism. May be repeated for a maximum of twelve credits under different subtitles. Prereq: Graduate standing.

2k. Prerequisites, if any: Graduate standing



## **New Course Report**

- 21. Supplementary Teaching Component:
- 3. Will this course taught off campus? No

If YES, enter the off campus address:

4. Frequency of Course Offering: Spring,

Will the course be offered every year?: Yes

If No, explain:

5. Are facilities and personnel necessary for the proposed new course available?: Yes If No, explain:

- 6. What enrollment (per section per semester) may reasonably be expected?: 5
- 7. Anticipated Student Demand

Will this course serve students primarily within the degree program?: Yes

Will it be of interest to a significant number of students outside the degree pgm?: No

If Yes, explain:

8. Check the category most applicable to this course: Traditional - Offered in Corresponding Departments at Universities Elsewhere,

If No, explain:

- 9. Course Relationship to Program(s).
  - a. Is this course part of a proposed new program?: No

If YES, name the proposed new program:

b. Will this course be a new requirement for ANY program?: No

If YES, list affected programs:

- 10. Information to be Placed on Syllabus.
  - a. Is the course 400G or 500?: No
- b. The syllabus, including course description, student learning outcomes, and grading policies (and 400G-/500-level grading differentiation if applicable, from 10.a above) are attached: No

## **Distance Learning Form**

Instructor Name:

Instructor Email:

Internet/Web-based: No

Interactive Video: No

# KENTUCKY New Course Report

Hybrid: No

- 1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations?
- 2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc.
- 3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc.
- 4. Will offering this course via DL result in at least 25% or at least 50% (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above?
- If yes, which percentage, and which program(s)?
- 5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting?
- 6. How do course requirements ensure that students make appropriate use of learning resources?
- 7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.
- 8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Information Technology Customer Service Center (http://www.uky.edu/UKIT/)?
- 9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)? NO
- If no, explain how student enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.
- 10. Does the syllabus contain all the required components? NO
- 11.I, the instructor of record, have read and understood all of the university-level statements regarding DL.

#### Instructor Name:

SIGNATURE|VPWICK0|Vanessa P Jackson|HMT 759 NEW Dept Review|20140127

SIGNATURE|LGRABAU|Larry J Grabau|HMT 759 NEW College Review|20140302

SIGNATURE|ZNNIKO0|Roshan N Nikou|HMT 759 NEW Graduate Council Review|20140312

SIGNATURE|JEL224|Janie S Ellis|HMT 759 NEW Senate Council Review|20140326

SIGNATURE[VPWICK0]Vanessa P Jackson|HMT 759 NEW Approval Returned to Dept|20140402

SIGNATURE/VPWICK0/Vanessa P Jackson/HMT 759 NEW Dept Review/20140402

SIGNATURE|LGRABAU|Larry J Grabau|HMT 759 NEW College Review|20140406

SIGNATURE|ZNNIKO0|Roshan N Nikou|HMT 759 NEW Graduate Council Review|20140425

Courses Request Tracking

## **New Course Form**

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* Respo	ct Person Name:	Scarlett Wesley	Email: scarlett.wesley@uky	y.edu Phone: 859-257-7778
	onsible Faculty ID (if different from	n Contact)	Email:	Phone:
d. *Reque	sted Effective Date; 🧶 Semeste	er following approval OR O Spe	cific Term/Year <sup>1</sup>	***************************************
е.				
	this course be a UK Core Course	<sup>37</sup> ○ Yes ⑨ No		
11 11.3,	check the areas that apply:			
□ Inq	uiry - Arts & Creativity	Composition & Communica	ilions - (I	
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□ Inq	uiry - Nat/Math/Phys Sci	☐ Statistical Inferential Reason	กโทย	
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C	Hher I	f Other, Please explain:		
	a grading system:			
⊖ Lette ⊕ Pass	r (A, B, C, etc.) /Fait			
	cine Numeric Grade (Non-medic	al students will receive a letter g	rade)	
⊕ Grad	uate School Grade Scale			
h. * Numbe	er of credits: 3			

	j. * Course Description for Bulletin:	
	Advanced work on a specific topic in hospitality management and tourism. May be repeated for a monthly management and tourism.	aximum of twelve
	credits under different subtitles. Prereq: Graduate standing.	
	•	
	k. Prerequisites, if any:	
	Graduate standing	
	I. Supplementary teaching component, if any: $\odot$ Community-Based Experience $\odot$ Service Learning $\odot$ Both	
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ა,	3. * Will this course be taught off campus? ① Yes ® No	
	If YES, enter the off campus address:	
4.	4. Frequency of Course Offering.	
	a. * Course will be offered (check all that apply): □ Fall □ Spring □ Summer □ Winter	
	b. * Will the course be offered every year? @ Yes O No	
	If No, explain:	
E	5. * Are facilities and personnel necessary for the proposed new course available? • Yes No	
o.		
	If No, explain:	
6.	5. * What enrollment (per section per semester) may reasonably be expected? 5	
7.	7. Anticipated Student Demand.	
	a. * Will this course serve students primarily within the degree program? ◎ Yes ○ No	
	b. ★ Will it be of interest to a significant number of students outside the degree pgm? △ Yes 🍅 No	
	ff YES, explain:	
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<sup>&</sup>lt;sup>11</sup> Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.
<sup>12</sup> The chair of the cross-licting department must sine off on the Stageburg Rayting Log.

☐ In general, undergraduate courses are developed on the principle that one semester hour of credit represents one hour of classroom meeting per week for a semester, exclusive of any laboratory meeting. Laboratory meeting, generally, re two hours per week for a semester for one credit hour, (from SR 52.1)

☐ You must also submit the Distance Learning Form in order for the proposed course to be considered for DL delivery.
☐ In order to change a program, a program change form must also be submitted.

Submit as New Proposal Save Current Changes

#### **HMT 759**

Special Topic: Sustainability in Hospitality Management & Tourism

Fall 2009

#### **INSTRUCTOR:**

Dr. Scarlett Wesley 315-B Erikson Hall 257-7778

Scarlett.wesley@uky.edu

Office Hours – Tuesday & Thursday 9:00-11:00 or by appointment

**COURSE DESCRIPTION:** Advanced work on a specific topic in hospitality management and tourism. May be repeated up to a maximum of twelve credits. Prerequisites: graduate standing.

#### **LEARNING OUTCOMES:**

This course is intended to expose graduate students to research in the area of Hospitality Management and Tourism. It also serves as a forum for both graduate students and faculty to present their research findings. Specific course learning outcomes include the following:

- To expose graduate students to research opportunities in Hospitality Management and Tourism.
- 2. To provide graduate students a forum to present their research findings.
- 3. To be knowledgeable of research publications in Hospitality Management and Tourism as they relate to a research presentation.
- 4. To develop familiarity with appropriate procedures for presenting research.
- 5. To understand ethical and professional responsibilities in research presentations.

#### **COURSE REQUIREMENTS:**

For the SEMINAR portion of the course, each student is required to:

- 1. Contribute to the discussion during all seminar presentations.
- 2. Submit a weekly reflection journal.
- 3. Present one major seminar topic during the semester of seminar requirements.
- 4. Submit book discussion questions for A Restaurant in a Global Economy.
- 5. Present book report on an assigned book.
- 6. Submit a one book report on an assigned book.
- 7. Submit sustainability overview assignment What is a sustainable environment? and How do I contribute to a sustainable environment?
- 8. Participate in Eco-Challenge.

For the <u>OUT-OF-CLASS</u> portion of the course, each student is required to:

- 1. Read assignments related to topics being presented.
- 2. Complete weekly assignments applications of the topic.
- 3. Develop a professional power point presentation on selected seminar topic:
- 4. Be prepared for class discussion of A Restaurant in a Global Economy and submit questions.
- 5. Read current book from choices given by Dr. Wesley and prepare assigned book report. Prepare in class presentation of book.

#### **EVALUATION:**

Course Requirement	Points Possible	Grading Scale
Food Drive Project	100	1,000-900 = A
Topic Assignment	200	899-800 = B
Reflection Journal (13 @15 points each)	195	799-700 = C
Restaurant in Global Economy Assignment	175	699- and below = E
Sustainability Overview Assignment	100	
Eco-Challenge	55	
Book Report	<u>175</u>	,
TOTAL POINTS	1000	

#### **REQUIRED READING:**

Rivoli, Pietra (2009) <u>A Restaurant in a Global Economy: An Economist Examines the Markets, Power, and Politics of World Trade</u>, 2<sup>nd</sup> Edition, John Wiley & Sons Inc. ISBN: 978-0-470-28716-3

#### **PERFORMANCE STANDARDS:**

#### 1. Attendance

Attending class and being on time is expected. Class attendance is strongly encouraged as our discussions of material provided will be included in the exams. Therefore, missing class can be costly to your grade. Students are responsible for all material and announcements presented in class whether in attendance or not. If you miss a class, it is your responsibility to obtain information covered and any materials or assignments distributed in class. This class follows the Rules for Student Conduct, and they are as follows:

**5.2.4.1 – Attendance and Completion of Assignments:** For each course in which the student is enrolled, the student shall be expected to carry out all required work including laboratories and studios, and to take all examinations at the class period designated by the instructor.

Each instructor shall determine his/her policy regarding completion of assigned work, attendance in class, absences at announced or unannounced examinations, and excused absences in excess of one–fifth of class contact hours (see Rule V–5.2.4.2 below). This policy shall be presented in writing to each class at its first or second meeting. Students' failure to comply with the announced policy may result in appropriate reductions in grade as determined by the instructor. (US: 11/11/85; US 2/9/87)

5.2.4.2 - Excused Absences (US: 11/11/85; 2/9/87; 4/12/04): The following are defined as excused absences:

- A. Significant illness of the student or serious illness of a member of the student's household (permanent or campus) or immediate family. The instructor shall have the right to request appropriate verification.
- B. The death of a member of the student's household (permanent or campus) or immediate family. The instructor shall have the right to request appropriate verification.
  - 1. Children of students are considered members of the immediate family (RC: 11/9/94)
  - 2. For the purpose of this rule, immediately family is defined as:
    - a. Spouse or child or parent (guardian) or sibling (all of the previous include steps, halves and in-laws of the same relationship); and

- b. Grandchild or grandparent (US: 4/12/04)
- C. Trips for members of student organizations sponsored by an academic unit, trips for University classes, and trips for participation in intercollegiate athletic events. When feasible, the student must notify the instructor prior to the occurrence of such absences, but in no case shall such notification occur more than one week after the absence. Instructors may request formal notification from appropriate university personnel to document the student's participation in such trips.
  - \* Intercollegiate athletic events include club sports registered with the university as well as varsity sports. (RC: 10/18/00)
- D. Major Religious Holidays. Students are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays no later than the last day for adding a class.
- E. Any other circumstances which the instructor finds reasonable cause for nonattendance. (US: 4/23/90)

Students missing work due to an excused absence bear the responsibility of informing the instructor about their excused absence within one week following the period of the excused absence (except where prior notification is required), and of making up the missed work. The instructor shall give the student an opportunity to make up the work and/or the exams missed due to an excused absence, and shall do so, if feasible, during the semester in which the absence occurred. (US: 11/10/85 and RC: 11/20/87)

If attendance is required or serves as a criterion for a grade in a course, and if a student has excused absences in excess of one—fifth of the class contact hours for that course, a student shall have the right to petition for a "W," and the faculty member may require the student to petition for a "W" or take an "I" in the course. (US: 2/9/87; RC: 11/20/87)

- \* If a student has an excused absence on a day when a quiz is given, the instructor may not deny permission for a makeup exam and simply calculate the student's grade on the basis of the remaining requirements. (RC: 8/20/87)
- \* The language "The instructor shall give the student an opportunity to make up the work and/or the exam missed during an excused absence..." implies the student shall not be penalized for the excused absence. (RC: 8/25/95)
  - \* This rule applies to all graded work. (RC: 1/29/03)

Absences related to reasons not covered by the University Senate Rules, Section V, Item 5.1.4.1 guidelines will be considered unexcused.

Attendance will be recorded during the first 3-5 minutes of the class session. It is your responsibility to sign the attendance sheet. DO NOT SIGN THE ATTENDANCE SHEET FOR ANOTHER STUDENT. If you sign the sheet for someone other than yourself, this is considered academic dishonesty. See #4 for the specific University Policy regarding academic dishonesty.

Attendance records will be kept by the teaching assistant for this class. Please contact the teaching assistant if you have any questions about your attendance.

ATTENDANCE POLICY FOR THIS CLASS CAN BE FOUND ON PAGE 7!!! PLEASE READ.

#### 2. Assignments

You are expected to complete all assignments by the assigned dates and times. All assignments are due at the **beginning of class**, **on the date assigned** (either per the syllabus or per in-class announcements), **otherwise they are considered late. Late assignments will not be accepted without a University approved excuse.** Any assignment turned in late will be received under the following guidelines: For each day late, the grade will be lowered by 20% per weekday (i.e., a project 5 days late = Zero).

All written assignments are required to be typewritten. If they are not typewritten, then you will receive a grade of zero on the assignment. There are no exceptions to this rule. When using word processors, a "spell-check" function should be used or the document should be proofread for spelling mistakes. When turning in the assignments in this class, spelling and neatness are always taken into consideration.

#### 3. General Policies

The schedule of topics to be covered is subject to change at the discretion of the professor, but only when absolutely necessary.

**Scholastic dishonesty is not tolerated.** Forms of scholastic dishonesty include, but are not limited to: plagiarism (copying or using someone else's work as your own – intellectual theft), utilization of unauthorized materials during academic evaluations, and giving or receiving unauthorized assistance during evaluations. Even evidence of inadvertent improper use of materials can result in a charge of academic dishonesty.

Penalties for academic dishonesty vary depending on the severity of the offense and any previous offenses. The minimum penalty for a first offense is a zero on the assignment in question and a final grade reduction of one letter grade. Serious or repeat offenses will result in an E or XE grade for the course.

For more information, see Part II, Section 6.3.0 of "The Code of Student Conduct" which can be viewed online at http://www.uky.edu/StudentAffairs/Code/part2.html. You may also want to visit the Academic Ombud's website: http://www.uky.edu/Ombud. There you will find a paper "Plagiarism: What is it?" and an online tutorial entitled "How to avoid plagiarism."

#### More info on penalties. This is straight from the University Senate Rules (section 6.4.3):

**Penalties.** If the student has previously received a penalty for an offense at least as severe as an E or F in a course, the chair shall inform the responsible dean, who shall determine an appropriate penalty pursuant to Section 6.4.3.B.1.b.

Otherwise, if the student has previously received a letter of warning, the instructor must assign a grade of E or F for the course. If the offense is particularly egregious, and if the chair approves, the instructor may also forward the case to the responsible dean with a recommendation for a penalty of XE or XF or a more severe penalty, pursuant to paragraph 6.4.3.B.1.a.

Otherwise, if there are no prior offenses or letters of warning in the student's record, the instructor must award a grade of zero for the assignment on which the offense occurred. The instructor may also choose to impose one of the following additional penalties after consulting with the chair:

- (a) require the student to perform extra academic work (failure to complete the extra work should result in a grade of E or F for the course);
- (b) reduce the final grade in the course by a specified number of levels;
- (c) assign a grade of E or F, as appropriate, for the course;

if the offense is particularly egregious, and if the chair approves, forward the case to the responsible dean with a recommendation for a penalty of a grade of XE or XF in the course or a more severe penalty, pursuant to paragraph 6.4.3.B.1.a.

The University regulations pertaining to this matter can be found at <a href="http://www.uky.edu/StudentAffairs/Code/">http://www.uky.edu/StudentAffairs/Code/</a>

Of particular relevance is Part II, SELECTED RULES OF THE UNIVERSITY SENATE GOVERNING ACADEMIC RELATIONSHIPS, Section 6.3 that can be found at <a href="http://www.uky.edu/StudentAffairs/Code/part2.html">http://www.uky.edu/StudentAffairs/Code/part2.html</a>

These rules in particular say:

**6.3.1 PLAGIARISM:** All academic work, written or otherwise, submitted by students to their instructors or other academic supervisors is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about a question of plagiarism involving their work, they are obliged to consult their instructors on the matter before submission.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgment of the fact, the students are guilty of plagiarism.

Plagiarism includes reproducing someone else's work, whether it be published article, chapter of a book, a paper from a friend or some file, or whatever. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work which a student submits as his/her own, whoever that other person may be. Students may discuss assignments among themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student, and the student alone.

When a student's assignment involves research in outside sources or information, the student must carefully acknowledge exactly what, where and how he/she has employed them. If the words of someone else are used, the student must put quotation marks around the passage in question and add an appropriate indication of its origin. **Making simple changes while leaving the organization, content and phraseology intact is plagiaristic**. However, nothing in these Rules shall apply to those ideas which are so generally and freely circulated as to be a part of the public domain.

**6.3.2 CHEATING:** Cheating is defined by its general usage. It includes, but is not limited to, the wrongfully giving, taking, or presenting any information or material by a student with the intent of aiding himself/herself or another on any academic work which is considered in any way in the determination of the final grade. Any question of definition shall be referred to the University Appeals Board.

#### 4. E-mail Etiquette

- Please send emails to me from your university email account.
- Include the course number (MAT 414) in your subject line.
- Please sign with your full name.
- Generally, I do not check my email after regular office hours. Therefore, if you send me
  an email after 4:00 pm, I may not get it until the next day. However, it does provide you
  with a record of your attempt to contact me, and I will reply as soon as I possibly can.

#### 5. Accommodations due to Disability

If you have a documented disability that requires academic accommodations, please see me as soon as possible during scheduled office hours. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center (Room 2, Alumni Gym, 257-2754, email address: <a href="mailto:jkarnes@email.uky.edu">jkarnes@email.uky.edu</a>) for coordination of campus disability services available to students with disabilities.

## **CLASSROOM ETIQUETTE**

The Code of Student Conduct Article II, Section 8a defines disruptive conduct as: "interference, coercion or disruption that impedes, impairs or disrupts university missions, processes or

functions or interferes with the rights of others." These actions include but are not limited to "prevention of the convening, continuation or orderly conduct of any University class or activity." **Examples of Classroom Disruption:** 

- Repeatedly answering cellular phones or text messaging.
- Using your laptop computer for activities that do not pertain to class (for example playing games, surfing the internet, instant messaging).
- Repeatedly leaving and entering the classroom without being authorized. It is not polite to walk in and out of class casually.
- Working on or reading materials that are not germane to the class. This is very unprofessional. Do not work on other tasks during class.
- Talking to your neighbors during class.
- Eating and drinking in class.

#### DO NOT TEXT

DO NOT USE YOUR CELL PHONE

DO NOT INSTANT MESSAGE

DO NOT USE YOUR COMPUTER FOR ANYTHING ELSE THAT DOES NOT PERTAIN TO THIS CLASS – so no web surfing during class!

THIS IS EXTREMELY DISTRACTING TO YOUR FELLOW CLASSMATES. IF YOU DO NOT FOLLOW THESE REGULATIONS, YOU MAY BE ASKED TO LEAVE CLASS.

# HMT 759 COURSE SCHEDULE

<u>Week</u>	<u>Date</u>	<u>Topic</u>
1	Aug 31	<ul><li>Knowledge about Sustainability survey</li><li>Food Drive Overview</li></ul>
2	Sept 7	NO CLASS – Labor Day Holiday
3	Sept 14	<ul> <li>Food Drive Organization</li> <li>Discussion – What is a 'sustainable environment'? How do I contribute to a 'sustainable environment'? – QUESTIONS DUE by Thursday, Sept 10 @ 5:00 pm</li> <li>Assignment of project topic</li> </ul>
4	Sept 21	<ul> <li>Fashioning the Future – Where will Hospitality be in 2020?</li> <li>Assign books for Book Report</li> <li>Reflection Journal Due</li> </ul>
5	Sept 28	<ul> <li>Topic Presentation – Design of Sustainable Products – Conceptualizing &amp; Promotion of a 'Sustainable Product' – advertising, promotion, &amp; presentation of the sustainable product.</li> <li>Reflection Journal Due</li> </ul>
6	Oct 5	<ul> <li>Topic Presentation –A 'Sustainable Product' – selection of sustainable materials for products.</li> <li>Reflection Journal Due</li> </ul>
7	Oct 12	<ul> <li>Topic Presentation – Production of a 'Sustainable Product'</li> <li>Reflection Journal Due</li> </ul>
8	Oct 19	<ul> <li>Topic Presentation – Packaging &amp; Delivery of a 'Sustainable Product'.</li> <li>Reflection Journal Due</li> </ul>
9	Oct 26	<ul> <li>Topic Presentation – Maintenance of a 'Sustainable Product'</li> <li>Reflection Journal Due</li> </ul>
10	Nov 2	<ul> <li>Topic Presentation – Post Consumer Use of a 'Sustainable Product'</li> <li>Reflection Journal Due</li> </ul>
11	Nov 9	<ul> <li>Book Report Presentations</li> <li>Food Drive Wrap-Up – What did we learn?</li> <li>Reflection Journal Due</li> </ul>
12	Nov 16	<ul> <li>Power Role Play</li> <li>Reflection Journal Due</li> </ul>
13	Nov 23	<ul> <li>Eco-Challenge – off campus</li> <li>Reflection Journal Due</li> </ul>
14	Nov 30	<ul> <li>A Restaurant in a Global Economy discussion</li> <li>Chapters 1-8 - QUESTIONS DUE CHAPTERS 1-8</li> <li>Reflection Journal Due</li> </ul>
15	Dec 7	<ul> <li>A Restaurant in a Global Economy discussion</li> <li>Chapters 9-15 - QUESTIONS DUE CHAPTERS 9-15</li> <li>Reflection Journal Due</li> </ul>
16	Dec 14	NO FINAL – Roundtable Discussion