University of Hawaii Maui College
Course Outline and CAR

Author(s): Liping Liu, Debbie Nakama, Lorelle Peros

Department: Business/Hospitality

Date submitted to Curriculum Committee: October 1, 2011

Type of action:

Addition:	Modification:	
☒ regular	☐ alpha/number	☐ pre-requisite
☐ other; specify:	☐ title	☐ co-requisite
	☐ credits	☐ recommended prep
	☐ description	☐ other; specify:

Course:

1. Alpha: HOST   2. Number:394v
3. Title: Hospitality and Tourism International Internship
4. Credits: variable   5. Contact Hours/Type: 1-6 credits

Existing course, if different from above:

Alpha: Number:
Title:
Credits: variable   Contact Hours/Type

6. Course Description:
   Provides an international work practicum experience in the hospitality industry. Requires students to demonstrate proficiency in job performance in a hospitality-related organization abroad. Students will complete a comprehensive work-based project and will outline professional goals, assess workplace issues, and prepare recommendations to solve issues. Synthesizes management theories learned in class with actual practices in the hospitality industry and formulation of a comprehensive report. (One credit for 200 hours of supervised work.)

7. Pre-requisites: Consent.

   Pre-requisite may be waived by consent ☐ yes   ☐ no

8. Co-requisites: N/A

9. Recommended Preparation: N/A

10. Cross-list: N/A

Revised 11/4/2011

11. Reason for this curriculum action:
This is currently being offered as a special topics course (HOST 390v). The HOST Program is continuing to develop Memorandum of Agreements for student exchange with hospitality & tourism institutions internationally.

.   Course is taught at another UH campus:
☒ no Explain why this course is proposed for UHMC: Necessary to provide HOST students with international internship experiences and to further expand international partnerships for HOST program. (Special topics course offered in Fall 2011.
☐ yes, specify college(s), course, alpha, and number where same or similar course is taught:

12. Proposed term of first offering: <u>fall</u> semester of <u>2012</u> year
5-year Review Date 2018

13. Grading: Credit/NC grade only/No Audit   Explain, if not Standard grading: All HOST internship classes are CR/NC (aligned with TIM School grading policy for internships)

14. Is this course repeatable for credit? ☐ no ☒ yes; maximum is <u>6</u> credit or ☐ unlimited.

Many previous course outlines have SLOs and what are now called Competencies/Concepts/Issues/Skills *combined in question number 6. In this form in number 15: SLOs are considered to be over arching "what the student will be able to do in the rest of life" type statements. In number 16: Competencies/Concepts/Issues/Skills are considered to be the more specific steps by which the SLOs are achieved.*

15. Student Learning Outcomes (SLOs). List one to four inclusive SLOs.
Use roman numerals (I., II., III.) to designate SLOs..
On successful completion of this course, students will be able to:

I. Identify and demonstrate skills essential for successful employment in leadership positions in the hospitality industry through the values of Ho'okipa (hospitality), Laulima (teamwork), and Alaka`i (leadership).

II. Demonstrate the skills of a lifelong learner through the values of 'Ike loa (learning to learn) and Kuleana (civic responsibility).
III.
IV.

16. Competencies/Concepts/Issues/Skills. *Use lower case letters (a., b….zz) to designate competencies/concepts/issues/skills..*
On successful completion of this course, students will be able to:

a. Use effective techniques to provide quality service to guests within the host

culture (Ho'okipa, Laulima, Alaka`i);

b. Demonstrate the ability to creatively problem solve hospitality related issues within a global community (Ho'okipa, Laulima, Alaka`i, 'Ike loa); and

c. Develop ways to learn about guests' cultural backgrounds/experiences (Ho'okipa, Laulima, Alaka`i, 'Ike loa, Kuleana).

17. Suggested Course Content and Approximate Time Spent on Each Topic
   Linked to #15. Student Learning Outcomes and #16: Competencies/Concepts/Issues/Skills

1 class session	Introduction (I, II - a, b, c) Icebreaker/get acquainted activity Introduction to the course syllabus including a discussion of course requirements, materials, assignments, and project
2 - 16 weeks	Student placement in department/work station; departmental objectives [SLO I, II - a, b, c] Rotation of departments Responsibilities, duties, and scope of internship position
2 - 16 weeks	Student meetings with instructor [SLO I, II - a, b, c] Assessment of problems/conditions experienced or observed in the workplace Comparison of problems/conditions with hospitality management theories and concepts within an international context Implementation plan to improve problems/conditions from a global perspective Analysis and assessment of leadership traits of the organization's management from a cultural perspective Business presentation outlining internship experience Impact of culture and its influence on guest services
1 week	Mid-term review with instructor [SLO I, II - a, b, c]
1 week	Student meetings with instructor, project submitted, presentation [SLO I, II - a, b, c]
1-2 weeks	Final reviews with instructor and supervisor [SLO I, II - a, b, c]

18. Suggested Course Requirements and Evaluation
   Linked to #15. Student Learning Outcomes and #16: Competencies/Concepts/Issues/Skills
   Specific course requirements are at the discretion of the instructor at the time the course is being offered. Suggested requirements might include, but are not limited to:

Project(s), written reports, presentation [I, II, III - a, b, c]   40-60%
Midterm review (meeting work place requirements [I, II, III, a, b, c]   20-25%
Final review (meeting work place requirements [I, II, III, a, b, c]   20-25%

19. College-wide academic student learner outcomes (CASLOs) this course supports:
(mark all that apply)

☒ Written Communications
☐ Quantitative Reasoning
☒ Information Retrieval and Technology
☒ Oral Communication
☒ Critical Reasoning
☒ Creativity

If this course supports one or more CASLO, then either complete the Assessment of
Intended Student Learning Outcomes Standards (CCOWIQ) Grid (see
Curriculum Committee website for grid form and submit it with this form) OR in
the box following explain briefly how this course supports the particular CASLO
or CASLOs: see attached grid.

20. Using the program student learning outcomes (PLOs) for the main program of which
this course is a part, list only those PLOs this course supports:

PLO: I. Identify and demonstrate skills essential for successful employment in
        leadership positions in the hospitality industry through the values of Ho'okipa
        (hospitality), Laulima (teamwork), and Alaka`i (leadership).

PLO: II. Demonstrate the skills of a lifelong learner through the values of 'Ike loa
        (learning to learn) and Kuleana (civic responsibility).
PLO:
PLO: .

PLO:
PLO:
PLO:

21. No question. Question 21 will be part of the process used in Curriculum Central.

22. Method(s) of delivery appropriate for this course: *(mark all that apply)*
☒ Traditional   ☒ HITS/Interactive TV ☐ Cable TV   ☒ Online   ☒ Hybrid
        ☐ Other, explain:

23. Text and Materials, Reference Materials, and Auxiliary Materials
    Appropriate text(s) and materials will be chosen at the time the course is
    offered from those currently available in the field. Examples include: Departmental
    manuals as provided by employer.

Appropriate reference materials will be chosen at the time the course is offered from those currently available in the field. Examples include: Departmental manuals as provided by employer.

Appropriate auxiliary materials will be chosen at the time the course is offered from those currently available in the field. Examples include: Employee Handbook.

24. Maximum enrollment: <u>20</u> Rationale, if less than 35: Number of internship placements vary with participating hotels.

25. Course is restricted to particular room type: ☒ no   ☐ yes; explain:

26. Special scheduling considerations: ☒ no   ☐ yes; explain:

27. Special instructional resources *(personnel, supplies, etc.)* required:
☒ no ☐ yes; explain:

28. Special student fees required: ☒ no   ☐ yes; explain:

29. Function/Designation: Mark all that apply.

☐ AA*   First Category Category   Second Category, if appropriate Category
☐ Fulfills Hawaii Emphasis (HI) Graduation Requirement

☐ AS Program   Category   List Additional Programs and Category:

☒ AAS Hospitality and Tourism   PR - Program Requirement   List Additional Programs and Category: Hospitality & Tourism

☐ BAS Program   Category   List Additional Programs and Category:

☐ Developmental/Remedial   ☐ Other/Additional: Explain:

* Submit the appropriate form(s) to have the course placed in the requested category(ies) to both the Curriculum Committee and the Liberal Arts/AA Program Chair. If the course satisfies category I: Foundations/Skills: Foundations I or Ii, it needs to be submitted to the Foundations Board. If a course needs a diversity designation, it needs to be submitted to the Diversity Board. If a course needs a Hawaii/ Asia/ Pacific designation, it needs to be submitted to the HAPS board. See your Department Representative, the Curriculum Chair, or the Liberal Arts/AA Coordinator for information.

30. Course ☐ increases ☐ decreases ☒ makes no change to number of credits required for program(s) affected by this action. Explain, if necessary:

31. Course is:

☐ Not appropriate for articulation.

☐ Appropriate* for articulation as a general education course at:

☐UHCC ☐UH Manoa ☐UH Hilo ☐UHWO

☐ Previously articulated* as a general education course at:

☐UHCC ☐UH Manoa ☐UH Hilo ☐UHWO

*Submit Course Articulation Form(available on the Curriculum Committee website) if course is already articulated, or is appropriate for articulation, as a general education (100-, 200-level) course. Check Curriculum Committee website under UH Courses for articulation sites.

☒ Standardized and/or appropriate for articulation by PCC or other UH system agreement at:

☐UHCC ☒UH Manoa ☐UH Hilo ☐UHWO   Explain:

☒ Appropriate for articulation or has previously been articulated to a specific department or institution: ☐UHCC ☒UH Manoa ☐UH Hilo ☐UHWO ☐ Outside UH system Explain:

☐ This course outline is standardized and/or the result of a community college or system-wide agreement. Name of the responsible committee/group:

32. List catalog used and then degrees, certificates, prerequisites, and catalog sections and their page numbers affected by this proposal: 2011-2012 UHMC General Catalog, Hospitality & Tourism, AAS, CA, CC p. 51; Course Descriptions, pp. 124-125.

33. Additional Information (add additional pages if needed):

University of Hawaii Maui College
Course Outline and CAR Signature Page

Proposed by: Author or Program Coordinator   Date

Checked by Department Representative to Curriculum Committee   Date

Requested by Department: Department Chair   Date

Recommended by: Curriculum Chair   Date

Approved by Academic Senate: Academic Senate Chair   Date

Endorsed by: Chief Academic Officer   Date

Course Approved by: Chancellor   Date