**COURSE SYLLABUS GUIDE**

**HOSM 140-Hospitality Law**

**3 credit hours**

**Semester: Spring 2017 Office: Desert 107 A**

**Instructor: Dianne Jolovich Office Hours: See Schedule:** [**https://www.csi.edu/facultyAndStaff\_/WebTools/officeHours/index.asp**](https://www.csi.edu/facultyAndStaff_/WebTools/officeHours/index.asp)

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**Course Description:**

This course provides students with a basic understanding of legal issues the hospitality industry faces on a daily basis. The course is designed to alert hotel and restaurant operators to a number of potential legal problems and pitfalls. This is not a course designed to make you a lawyer, but give you the skills to know when to hire a lawyer.

**Pre-requisites**: Compass test

**Required Textbooks and Supplies**: *Hospitality Law*, 5th Ed., by Jack Jefferies and Banks Brown. (new book with bubblesheet needed for certification exam)ISBN-978-0-86612-345-7

**College of Southern Idaho Mission Statement:**

The College of Southern Idaho, a comprehensive community college, provides quality educational, social, cultural, economic, and workforce development opportunities that meet the diverse needs of the communities it serves. CSI prepares students to lead enriched, productive, and responsible lives in a global society.

**Course Objectives (measurable):**

Describe the development of rules regarding the rights & liabilities of innkeepers under the common law system.

Explain hospitality contracts (verbal/written).

Explain the Hotelkeeper’s laws of tort and negligence.

Describe legal issues involving Hotel-Guest relationships.

Discuss legal responsibilities in travel and tourism

Summarize legal issues involving hotels and the internet.

Outline the hotel’s duties to the guest and others: disabilities, reasonable care rule, third parties, state statutes of limitations, loss of property, safety issues, and frauds.

Compare and contrast the laws relating to general hotel operation and consumer protection.

Illustrate public health & safety requirements.

Categorize telephone service-resale rights.

Analyze and describe anti-trust laws.

Explain the disposition of property of deceased guests or patrons responsibility of the hotel’s restaurant, food service, bars, and conventions.

Evaluate and explain state laws regarding alcohol.

Discuss the legal issues with the hotel and their employees (including the Immigration Reform & Control Act of 1986).

Describe local, state, and federal regulations that apply to hoteliers.

Discuss franchise taxes and laws.

Discuss the copyright laws for music, television, video, & movies in hotels and restaurants.

Examine the different legal systems in foreign countries and compare and contrast them to the legal systems in the United States and Idaho, in particular.

Differentiate the different service styles and requirements within the Hospitality Industry, Internationally.

**Computer/Internet:** All students will be required to utilize a computer and Internet access for this course. Please make sure you have access to the Internet for at least 8-12 hours per week. The Library, Student Union, and Desert Building have computers available for student use. (The Desert Building system does not include printing capabilities.

**Method of Instruction:** This course involves active participation in class or online. You will be assigned readings, exercises and activities, and team building or group collaboration sessions.

**Instructional Processes:** Practice elements of the work ethic such as professionalism, preparedness, punctuality, honesty, cooperation, dependability, contribution, effectiveness, and good manners. Please use professionally accepted methods and materials in completion of projects.

Students will be grade upon attendance, participation, exams, homework assignments, video exercises, and project presentations. Students will be able to understand, demonstrate and provide professional examples of food and beverage cost controls, labor management strategies, and forecasting methods.

**Drop Policy**

It is the student’s responsibility to drop the course.

A student may drop a course or all courses prior to the end of late registration (first Friday of the term) without it being recorded on the student’s official transcript. A student initiated drop after the late registration period is considered a withdrawal, and results in the grade of W.

(Students may drop courses online until the end of the late registration period. In order to withdraw from one or more courses following late registration, a completed registration form is required. Instructions on the form indicate when a signature of instructor and/or Financial Aid advisor is required. The completed form may be submitted to Admissions & Records or any off-campus center.)

**NOTE:** Students may withdraw from courses until 75% of the course meetings have elapsed. No course may be withdrawn from after 75% of the course has elapsed.

Outcomes Assessment:

Students will be grade upon attendance, participation, exams, homework assignments, video exercises, guest speakers, field trips, and project presentations. Students will be able to understand, demonstrate and provide information and participate in case study analysis and role play scenarios to evaluate and interpret their understanding of the materials covered in the course.

Attendance Policy - Attendance is critical to a thorough understanding of learning the complex interrelated elements of proper food and beverage cost control. Class discussion groups, guest lecturers, role plays, video presentations, and field trips are offered in addition to the text book material. Since this is a preparatory class for supervising others in the work place, acquiring good work habits will also be a focus of this class. Attendance is part of your grade. Arriving late or leaving early will be considered an absence. Absence for any reason (including verified school functions) does not relieve the student from the responsibility of completing all course assignments and requirements.

*Tardiness is strongly discouraged, as it is a disruption to class and a disservice to fellow students*.

**Library Features:** "To provide information resources and services that meet the needs of the College community and support the teaching, lifelong learning, and service functions of the College."

The CSI Library is located on the main floor of a relatively new (built in 1996) 24,000 square foot modern facility which houses the various collections, the campus [open computer lab](http://www.csi.edu/its/computing_labs.asp), [group study rooms](http://www.csi.edu/support/library/groupStudyRooms.htm), special collections room, [CSI Information Literacy Center](http://www.csi.edu/Support/Library/infoLitCenter.htm), and the campus [Copy Center](http://www.csi.edu/its/copy_center.asp). The Library is open 82.5 hours per week, seven days a week, during fall and spring semesters, 56 hours per week during summer semesters, and 42.5 hours per week during interim periods.

**Required assignments –** Chapter assignments, tests, and class project will be made. Assigned work not turned in will result in a “0” grade. You are responsible for reading all chapter assignments and completing homework. Lecture topics and guest speakers may or may not pertain to the readings.

* + - Chapter assignments are due **each Sunday by end of day** on that chapter. Assignment questions are specified in the course outline for each chapter and answer them thoroughly. Your test questions will come from these questions. May I suggest you work together with fellow students and share the answers? They can be used for studying for your tests.

**Professionalism –** Get in the habit of remembering and using names, it is critical for success in business. Professional dress is required on field trips or in other required instances. You never know when you might meet a future employer. **Late work will not be accepted**

**Papers** must be neatly typed or otherwise prepared on word processing software. Grades will be reduced for poor quality, organization, composition, grammar, and/or spelling.

**Courses** will begin each day under the assumption the student has read the assigned material for the day. . **Missed quizzes or tests cannot be made up.**

**Email/Canvas: Students will utilize CAnvas for all assignments and due dates.**

***Cell Phones:*** *Cell phones may be used* ***outside*** *the classroom during breaks*

Academic Integrity: Students are expected to be honest in all aspects of their college education. All work is evaluated on the assumption that the work presented is the student's own. Anything less is unacceptable. Students are subject to disciplinary action at the teacher’s discretion. For student appeal, refer to Discipline Appeal. Examples of dishonest practice include but are not limited to: Cheating - The improper use of books, notes, other students' tests, or other aids during an examination. It is the responsibility of the student to obtain approval for the use of such aids prior to the time of the examination; otherwise, they will be considered improper. An "examination" is defined as "any testing situation in which the score will be used for credit in a course." Plagiarism – Submission or presentation of a student assignment as one’s own in which substantial portions are paraphrased without documentation or are identical to published or unpublished material from another source

**Hours of Lecture Each Week**: 3 credit hours per week for the full semester.

**Required Assignments:** Chapter assignments will be made prior to discussion of the chapter, which requires reading of the material. Various written assignments of discussion questions, key words and terms, and special reports may be assigned. Credit will be given for all completed assignments. Assigned work not turned in will result in a “0” grade. You are responsible for reading all chapter assignments and completing homework prior to each class period. Lecture topics and guest speakers may or may not pertain to the readings. Papers must be typed according to **APA Standards**. (CSI Library has information about APA formatting). Grades will be reduced for poor quality, organization, composition, grammar, and/or spelling.

[**http://www.hospitalitylawyer.com/**](http://www.hospitalitylawyer.com/) **Hospitality Law Website**

**Grading Practices:** Testing Procedures: Tests can include multiple-choice questions, true or false questions, matching, and essay. Students absent from any written test will receive a “0” for the test. Tests are listed on the outline schedule. Grading for this course includes four areas: participation/attendance, reading, activities, and projects. **Total Points Possible: 800**

800-720 A

719-640 B

639-560 C

559-480 D

479 and below F

Chapter work 200 points total

4 tests @ 50 each 200 total

Attendance 170 total (10 points per week)

Case Studies 130 total

Final 100 points

800 total points

**CSI E-mail**

Since email is the primary source of written communication with students, all registered CSI students get a college email account. Student e-mail addresses have the following format: <address>@eaglemail.csi.edu where <address> is a name selected by the student as a part of activating his/her account. Students activate their accounts and check their CSI e-mail online at http://eaglemail.csi.edu. Instructors and various offices send messages to these student accounts. Students must check their CSI e-mail accounts regularly to avoid missing important messages and deadlines. At the beginning of each semester free training sessions are offered to students who need help in using their accounts.

**On-line course evaluation statement**:

Students are strongly encouraged to complete evaluations at the end of the course. Evaluations are very important to assist the teaching faculty in continually improving the course. Evaluations are available online through MyCSI (http://mycsi.csi.edu) by clicking on the CoursEval tab in the yellow navigation bar at the top of the MyCSI website once you are successfully logged-in. Students will receive an email when the evaluation becomes available and then have up to two weeks to submit the evaluation before the end of the course. The last day to complete an evaluation is the last day of the course. Evaluations are anonymous and are not available to faculty until after grades are submitted.

**Disabilities**

Any student with a documented disability may be eligible for reasonable accommodations. To determine eligibility and secure services, students should contact Student Disability Services at their first opportunity after registration for a class(es). Student Disability Services is located on the second floor of the Taylor Building on the Twin Falls Campus. If you need assistance please call 208.732.6260 or email Marita DeBoard at [mdeboard@csi.edu](mailto:mdeboard@csi.edu). . If you do not have a letter of accommodation (LOA), please visit Disability services. The professor cannot make adjustments to testing, homework, class lectures without an LOA.

**CSI CAMPUS SECURITY** – The College of Southern Idaho is committed to providing a safe environment for all students. Currently in place is an Emergency Notification System (RAVE) that provides information relating to an emergency on any CSI campus. This information is delivered electronically and can be received by all phone numbers and internet-equipped computers identified by the student. Registration is automatic when students register and contact information can be customized online (http://www.csi.edu/alert/) as necessary. The Twin Falls campus is also equipped with an Emergency Warning “Siren” that can be heard outside of buildings across campus. In the event of a signal, students arriving on campus should leave, and others should proceed with caution to avoid the emergency area. Students are encouraged to report any emergency (medical, criminal, behavioral, etc.) that is cause for action. Do this by calling 911 regardless of which campus you are on. If you are on the Twin Falls campus you can also call CSI Campus Security at 732-6605 after placing the 911 call (the Twin Falls campus has security personnel available 24/7).

**Nondiscrimination Statement:**

It is the policy of the College of Southern Idaho to comply with all federal, state and local authorities requiring nondiscrimination, including but not limited to Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), the Age Discrimination Act of 1975, and Executive Orders 12898 (Environmental Justice) and 13166 (Limited English Proficiency). College of Southern Idaho is an equal opportunity employer.

The college does not exclude from participation in, deny the benefits of, or subject any individual to discrimination on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, income, protected veteran status, limited English proficiency, or any other status protected under applicable federal, state or local law.

For more information or if you believe you have been subject to discrimination on the basis of sex, sexual orientation, gender identity, or disability, or if you believe you have been subject to discrimination on any other basis, please contact the College of Southern Idaho’s Title IX, ADA, and 504 Coordinator: Eric Nielson--Director of Human Resources, (208) 732-6267 Or Jason Ostrowski Dean of Student Affairs, (208) 732-6225.

**The Instructor Reserves the Right to Change the Course Outline as needed to accommodate student learning.**

*All assignments are due on Sunday by end of day in each respective week*

*You will need to use canvas to access and submit your assignments.*

HOSM 140 Spring Outline

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| --- | --- | --- |
| Week 1 | Jan 16-22 | Campus closed Monday Martin Luther King Jr. Day  BBQ 1 |
| Week 2 | Jan 23-29 | Chapters 2 & 3  BBQs 2 & 3 |
| Week 3 | Jan 30-Feb 5 | Chapters 4-6  BBQs 4-6 |
| Week 4 | Feb 6-12 | Chapters7-8  BBQs7-8  Test #1 Chapters 1-6 |
| Week 5 | Feb 13-19 | Chapters 9-11  BBQs 9-11 |
| Week 6 | Feb 20-26 | Campus Closed Monday President’s Day  Chapters 12-15  BBQs 12-15  Test #2 Chapters 7-12 |
| Week 7 | Feb 27-Mar 5 | Chapters 16-18  BBQs 16-18 |
| Week 8 | Mar 6-12 | Chapters 19-20  BBQs 19-20  Test #3 Chapters 13-18 |
| Week 9 | Mar 13-19 | Chapters 21-22  BBQs 21-22 |
| Week 10 | Mar 20-26 | Spring Break No Classes |
| Week 11 | Mar 27- Apr 2 | Chapters 23-24  BBQs 23-24 |
| Week 12 | Apr 3-9 | Chapters 25-27  BBQs 25-27 |
| Week 13 | Apr 10-16 | Chapters 28-30  BBQs 28-30  Test # 4 Chapters 19-27 |
| Week 14 | Apr 17-23 | Chapters 31-33  BBQs 31-33 |
| Week 15 | Apr 24-30 | Chapters 34-36  BBQs 34-36 |
| Week 16 | May 1-7 | Chapters 37-40  BBQs 37-40 |
| Week 17 | My 8-12 | Final Wednesday May 10, 2017 |