
USF Sarasota-Manatee - Substantive Undergraduate Course Proposal Form

1. College/School Contact Information

<u>Tracking Number</u> 50	<u>Date & Time Submitted</u> 2016-01-15 09:05:09.0	
<u>Discipline</u> Hotel/Restaurant Management	<u>College/School</u>	<u>Budget Account Number</u> 380600004
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2. Course Information

<u>Prefix</u> HFT	<u>Number</u> 4221	<u>Full Title</u> Human Resource Management	
Is the course title variable?			N
Is a permit required for registration?			N
Are the credit hours variable?			N
<u>Credit Hours</u> 3	<u>Section Type</u> Class Lecture (Primarily)	<u>Grading Option</u> Regular	

Abbreviated Title (30 characters maximum)
Human Resource Management

5. Prerequisites

HFT 3003

6. Corequisites

7. Co-Prerequisites

8. Course Description

Designed to educate new managers and supervisors in the complex issues involved in a comprehensive human resource program and its importance to hotel and restaurant business. Workmens Compensation, ADA, training, unions, EEO and discrimination issues.

9. New Course Information

<u>New Prefix</u> N/A	<u>New Number</u> N/A	<u>New Full Title</u> N/A
Is the course title variable?		N
Is a permit required for registration?		N
Are the credit hours variable?		N

New Credit Hours
N/A

New Section Type
Class Lecture (Primarily)

New Grading Option
Regular

New Abbreviated Title (30 characters maximum)
N/A

12. New Prerequisites

MAN 3025 and HFT 3003, both with a minimum grade of C-

13. New Corequisites

N/A

14. New Co-Prerequisites

N/A

15. New Course Description

N/A

16. **Justification**

A. Nature of change(s)

Student success in HFT 4221 will be enhanced by student's prior understanding of basic management theories and functions, organizational behavior, and leadership styles, all of which are introduced in MAN 3025 (Principles of Management). Furthermore, our professional accrediting body (ACPHA) looks for a tiered approach in the curriculum ladder. Faculty has overwhelmingly endorsed changing the Capstone to the proposed Hospitality Strategic Management course. It makes logical sense for students to have exposure to basic management principles prior to exposure to specific HR curriculum goals, especially since HFT 4221 will be a prerequisite to the new Capstone. Major course topics, objectives, and student learning outcomes have been modified to reflect new faculty taking ownership of the course, and to create consistency with the catalog, and alignment with the USFSM strategic plan. This is a core course requirement in the B.S. Degree program and its importance cannot be overstated. Hospitality is a labor intensive industry and Human Resources are the most valuable assets to a hospitality organization. Labor is typically the largest cost so effectively managing the workforce is vital for tomorrow's successful hospitality leaders. This course is absolutely mandatory in the eyes of our professional accrediting body.

B. Indicate how this course will strengthen the Undergraduate Program.

The B.S. Degree Program would be deficient without this course. Again, Human Resources are the backbone of the industry, and General Managers and Hospitality Leaders must master this area of operations.

C. What specific area of knowledge is covered by this change that is not covered by courses currently listed.

The change simply adds MAN 3025 as a prerequisite. The change has no substantive bearing on the HR course. As stated above, it is logical and will bolster student success.

D. What is the need or demand for this course? {Here you must indicate if this course is part of a required sequence in the major} What other programs would this course?

There is great demand for this course as all Hospitality Industry majors understand the importance of Human Resources. This course will also support the Bachelor of Science in Hospitality Management.

E. What qualifications for training and/or experience are necessary to teach this course?

Necessary qualifications are a Masters or PhD in Hospitality Administration or similar degree.

F. What will be the effect of this change on the program and on the students? Do you plan to drop a course if this change is made? (If dropping/deleting a course please complete the nonsubstantive course change form.)

No courses will be discontinued. This course will not have an impact on students.

17. Other Course Information

A. Objectives

1. Describe the theoretical aspects and practical applications of human resources leadership and supervision in the hospitality industry; 2. Identify the functions of hospitality human resources leadership and supervision; and 3. Recognize the main elements of supervision in the hospitality industry.

B. Learning Outcomes

1. Describe the main functions of the human resources department 2. Describe the main functions of a supervisor 3. Explain the practical applications of human resources management in the hospitality industry 4. Identify the characteristics and ethical challenges of leaders and managers 5. Describe the relationship between human resources managers and operations managers in the hospitality industry

C. Major Topics

1. Coaching and team building, performance evaluation, conflict management, and delegating. 2. Job descriptions and specifications, recruitment and hiring, orientation and training programs, compensation and benefits, labor relations, and diversity and EEOC.

D. Textbooks

John R. Walker and Jack E. Miller. 2012. *Supervision in the Hospitality Industry*, John Wiley & Sons, Inc. ISBN: 978-1-118-07178-6

18. Syllabus

Please submit an electronic copy of your syllabus to Rhonda Moraca,
moraca@sar.usf.edu.
