

GEORGE MASON UNIVERSITY
School of Recreation, Health, and Tourism

TOUR-460
Spring 2014

DAY/TIME:	Tues 7:20 – 10:00 p.m.	LOCATION:	RM: 2203 RAC
PROFESSOR:	Mr. Frank R. Kuhns, MBA	EMAIL ADDRESS:	fkuhns@gmu.edu
OFFICE LOCATION:	Westin DC City Center	PHONE NUMBER:	202.457.9176
OFFICE HOURS:	M-W-F 4:00 – 5:00pm	FAX NUMBER:	202.429.1700

COURSE DESCRIPTION

Explores the principles applied to facilities systems operations in hospitality sectors. Considers design, planning, layout and maintenance of hospitality properties and systems.

COURSE OBJECTIVES

At the completion of this course, students should be able to:

- 1) Explain concepts pertaining to the built environment within hospitality facilities;
- 2) Articulate location and site development processes;
- 3) Detail layout and planning criteria;
- 4) Identify guest room, meeting space and service area design considerations;
- 5) Explain how safety and security and incorporated into operations planning; and
- 6) Identify energy, noise, waste, pollution and related equipment management systems

NATURE OF COURSE DELIVERY:

This course will be part classroom lecture and part on-line learning

This course will also conduct a “real world” project for the Westin DC City Center revolving around the hotel completing a 17 million dollar renovation.

Teaching and learning will be done using the combination of the traditional face-to-face instruction formats, web videos, field trip, and hands-on group and individual projects and on-line learning. Students are required to spend time studying individually, but are encouraged to work together.

STUDENT MAJOR RESPONSIBILITIES:

- a. Students are responsible for attending all classes, taking notes, and obtaining other materials provided by the instructor, taking tests, conducting a team presentation and completing assignments as scheduled by the instructor.
- b. Students are responsible for monitoring their grades and any changes of syllabus communicated by the instructor.
- c. Behaviors that disrupt other students’ learning are not acceptable (e.g., arriving consistently late for class; cell phone use, reading non-course related materials, eating during class, or social conversation during class).

COURSE CONTENT

Class will be a combination of instructor lectures, interactive class discussions, in-class activities and virtual learning. You will be required to complete assigned readings prior to class sessions during which those readings are examined.

Assignments are due in class at the beginning of class of the specified due date, unless they are submitted to me via email by request.

REQUIRED READINGS

Hospitality Facilities Management and Design (Third Edition)

Stipanuk, D.M. (2006). Hospitality facilities management and design (3rd Ed). Orlando, FL: American Hotel and Lodging Educational Institute

- The professor will also post additional industry journals.

CLASS ATTENTDENCE AND PARTICIPATION:

Attendance will be taken at the end of each class meeting. It is your responsibility to sign the class attendance sheet, even if you are late to class. My record of attendance is official and final. I will take attendance for all class meetings, not including exam dates or other dates noted on the schedule.

You will have two freebies (no questions asked). These two excused absences CANNOT be used on the following days: exam reviews and exams, quizzes, group project work sessions, your presentations (including others' group project presentations), and hotel site visit. After that, 10 points of the 50 points for attendance and participation will be lost for each day missed. Each missing class will result in 10 points off of your total grade points after your loss of all 50 points of your attendance and participation grade. Also be advised that beyond any specific grading point penalties for unexcused absence or habitual tardiness, the instructor may issue "F" grade if, after written warning, the student's absence or tardiness continues at a level of that constitutes "non-participation".

The only acceptable reasons for missing class are the same as those of the exam (so, use freebies wisely ☺). Students missing class due to severe illness and family emergency should contact the instructor ahead of time and provide him with verification document. No points can be made up for an absence. If a student comes to a class more than 15 minutes late, s/he will be considered absent for that class. In the case that a student comes to a class less than 15 minutes late but shows a consistent pattern of being late (3 and more times), being late 3 times will equal one absence

COURSE REQUIREMENTS: Activity	Point	Percentage
Attendance & Participation	50	10%
Two Exams (100 points each)	200	40%
One Group Project	125	25%
Individual project	75	15%
Three In-class Quizzes: (points each) 16.6	50	10%
Total	500	100%

Participation in class discussion is very important. Please prepare for class by reading the assigned material as well as the cases. Also, if anyone has or is currently working in the Hospitality Industry I would ask that you share your experiences. **We will also have a weekly discussion on blackboard, it is required that you make a minimum of one contribution per week.** Your grade for class participation will be based on my judgment of the consistency with which you *participate constructively* and *show leadership* in class discussion and activity. Please note that class discussion includes interacting with your classmates. When I am leading case discussions, please turn computers, phones, tablets and any other electric devices that might be distracting or distract your classmates.

GRADING SCALE

A+	= 97 – 100	B+	= 87 – 89	C+	= 77 – 79	D	= 60 – 69
A	= 94 – 96	B	= 84 – 86	C	= 74 – 76	F	= 0 – 59
A-	= 90 – 93	B-	= 80 – 83	C-	= 70 – 73		

TENTATIVE COURSE SCHEDULE

DATE			TOPIC	READINGS/ASSIGNMENT DUE
TUES	January	21	Introduction, Syllabus Review, Teams selection	Class expectations
TUES	January	28	Renovation and Capital Projects	Chapter 14 (best practices: teams)
TUES	February	4	Environmental and Sustainability Management Safety and Security Systems	Chapters 3 and 4 NO CLASS Journal article to review (post on blackboard)
TUES	February	11	Water and Wastewater Systems Electrical Systems Food Service Planning and Design	Chapter 5, 6 and 13 This class will be at the Westin Washington DC City Center
TUES	February	18	Lighting Systems Laundry Systems	Chapter 8 and 9
TUES	February	25	Food Service Equipment Midterm Review	Chapter 10
TUES	March	4	Midterm	
TUES	March	11	SPRING BREAK	
TUES	March	18	Building Structure, Finishes, and Site Lodging Planning and Design	Chapter 11 and 12 (at the hotel)
TUES	March	25	Heating, Ventilating, and Air Conditioning Systems	Chapter 7
TUES	April	1	Competencies for The Role, Cost, and Management of Hospitality Facilities Hospitality Facilities Management Tools, Techniques, and Trends	Chapters 1 and 2 Case Study
TUES	April	8	Group presentations	
TUES	April	15		No class
TUES	April	22	Open for guest speaker (hotel General Manager)	
TUES	April	29	Final Review	
TUES	May	5	Reading day	

DATE		TOPIC	READINGS/ASSIGNMENT DUE
May	7-14	Final	TBD

Note: Faculty reserves the right to alter the schedule as necessary.

Student Expectations

- Students must adhere to the guidelines of the George Mason University Honor Code [See <http://academicintegrity.gmu.edu/honorcode/>].
- Students with disabilities who seek accommodations in a course must be registered with the George Mason University Office of Disability Services (ODS) and inform their instructor, in writing, at the beginning of the semester [See <http://ods.gmu.edu/>].
- Students must follow the university policy for Responsible Use of Computing [See <http://universitypolicy.gmu.edu/1301gen.html>].
- Students are responsible for the content of university communications sent to their George Mason University email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students solely through their Mason email account.
- Students must follow the university policy stating that all sound emitting devices shall be turned off during class unless otherwise authorized by the instructor.
- Students are expected to exhibit professional behaviors and dispositions at all times.

Campus Resources

- The George Mason University Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops and outreach programs) to enhance students' personal experience and academic performance [See <http://caps.gmu.edu/>].
- The George Mason University Writing Center staff provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support students as they work to construct and share knowledge through writing [See <http://writingcenter.gmu.edu/>].
- For additional information on the College of Education and Human Development, School of Recreation, Health, and Tourism, please visit our website [See <http://rht.gmu.edu>].

CORE VALUES COMMITMENT: The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles.

