



# CAPILANO UNIVERSITY

COURSE OUTLINE		
<b>TERM:</b> Summer 2020	<b>COURSE NO:</b> TOUR 208	
<b>INSTRUCTOR:</b>	<b>COURSE TITLE:</b> Risk Management for Tourism and Outdoor Recreation	
<b>OFFICE:</b> <b>LOCAL:</b> <b>E-MAIL:</b> @capilanou.ca	<b>SECTION NO(S):</b>	<b>CREDITS:</b> 3.0
<b>OFFICE HOURS:</b>		
<b>COURSE WEBSITE:</b>		

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

## COURSE FORMAT

Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams.

## COURSE PREREQUISITES

12 credits of 100-level or higher coursework

## CALENDAR DESCRIPTION

This course is designed to familiarize students with the concepts of risk management and legal liability as it applies to the tourism industry. Students will be introduced to areas of risk, methods of identifying risk, and risk management systems. They will learn about important challenges facing tourism operations. Students will be familiarized with methods of reducing risk. They will also be introduced to the rights and liabilities of different parties relative to their relationships within the tourism industry.

## COURSE NOTE

None

## REQUIRED TEXTS AND/OR RESOURCES

See e-learn site

## COURSE STUDENT LEARNING OUTCOMES

**On successful completion of this course, students will be able to do the following:**

1. Identify major areas of risk associated with the business of tourism and outdoor recreation

2. Describe the basic concepts of Canadian law and legal systems as they relate to tourism and outdoor recreation
3. Describe and demonstrate how different business structures help to control and mitigate liability
4. Identify common torts in the business of tourism and outdoor recreation and demonstrate ways to avoid and defend against legal action
5. Identify and discuss current statutes relevant to tourism and outdoor recreation
6. Explain the concept of insurable risks and the role of insurance for businesses in tourism and outdoor recreation
7. Collect, analyze and interpret the purpose and usage of waivers, disclaimers, indemnities and releases

## COURSE CONTENT

Weeks	Content	Reading and activities
1	Course introduction Instructor introduction Review of course outline Academic expectations Risk management in the business of outdoor recreation	<ul style="list-style-type: none"> <li>• Course outline</li> <li>• Class discussion, risk in the business of tourism</li> </ul>
2	Introduction to risk Types of risk in outdoor recreation Introduction to legal liability in the context of Risk Management Canadian law system Public and private law	<ul style="list-style-type: none"> <li>• Quiz 1</li> </ul>
3	Canadian court system Introduction to liabilities/torts	<ul style="list-style-type: none"> <li>• Case study</li> <li>• Quiz 2</li> </ul>
4	Elements of a negligent action Gross negligence	<ul style="list-style-type: none"> <li>• Case study</li> <li>• Quiz 3</li> </ul>
5	Occupiers Liability Discussion of Cempel v. Harrison Statutes and Acts that affect the tourism industry	<ul style="list-style-type: none"> <li>• Case study</li> <li>• Quiz 4</li> </ul>
6	Court ruling presentations	
7	Midterm Exam The risk management plan Principles of risk management Risk management documents	<ul style="list-style-type: none"> <li>• Midterm Exam</li> <li>• Risk Management Plan assignment</li> </ul>

<b>8</b>	Contract law Waivers	Case studies Quiz 5
<b>9</b>	Standard Operating Procedures Employee Hiring Practices Safety Talks Vicarious Liability	Quiz 6
<b>10</b>	Emergency Response Accident Guidelines	Quiz 7
<b>11</b>	Insurance and the Tourism Industry Workers Compensation Board and the Tourism industry	Quiz 8
<b>12</b>	International Law Considerations Business organization	
<b>13</b>	Risk management plan due Review for final exam	Overview of class risk management plans Risk management plan due Review
<b>14/15</b>	Final Exam period	Final Exam TBA

## EVALUATION PROFILE

Assessment	% of Final Grade
Quizzes/Midterm/Final *	30%-50%
Assignments*	20% -40%
Risk Assessment Plan	20% - 30%
Total	<b>100%</b>

\*This consists of several smaller assignments. No one assignment will be valued at more than 30% of the final grade

## GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

## Incomplete Grades

Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the

student, who is responsible to determine from the instructor the outstanding requirements of the course.

### **Late Assignments**

Assignments are due on the due date listed unless otherwise noted in the course syllabus. If you anticipate handing in an assignment late, please consult with your instructor beforehand. See course syllabus for penalties associated with late assignments.

### **Missed Exams/Quizzes/Labs etc.**

Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Rescheduling will not be allowed for reasons such as holidays or work conflict, nor shall re-scheduling be possible after exams have been graded and returned. Please consult with your instructor. Final exams are to be written on the date and time scheduled

### **Attendance**

Students are expected to attend all classes and associated activities. In the event of an emergency/unforeseen circumstances the student must notify the instructor by email. See course syllabus for penalties associated with missed attendance.

<https://www.capilanou.ca/media/capilanouca/about-capu/governance/policies-amp-procedures/senate-policies-amp-procedures/S1990-01-Attendance.pdf>

### **English Usage**

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments, up to a maximum of 15% of the total mark for that assignment.

Students are encouraged to utilize the resources available via the Learning Commons located on the main floor of the Library Building (Writing Center, English Language Support, Math Learning Center)

<https://www.capilanou.ca/student-life/academic-support/learning-commons/>

### **Electronic Devices**

Students may use electronic devices during class for note-taking only unless otherwise indicated by the instructor in the course syllabus or course eLearn site.

### **On-line Communication**

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or Moodle; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

## **UNIVERSITY OPERATIONAL DETAILS**

### **Tools for Success**

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-life/>

**Capilano University Security: download the [CapU Mobile Safety App](#)****Policy Statement (S2009-06)**

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

**Academic Integrity (S2017-05)**

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: <https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

**Academic dishonesty** is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

**Cheating:** Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

**Fraud:** Creation or use of falsified documents.

**Misuse or misrepresentation of sources:** Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

**Plagiarism:** Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

**Self-Plagiarism:** Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

**Prohibited Conduct:** The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

### **Sexual Violence and Misconduct**

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>)

**Emergencies:** Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.

### **DEPARTMENT OPERATIONAL DETAILS**

See course syllabus