

**FACULTY OF GLOBAL & COMMUNITY STUDIES**  
**SCHOOL OF TOURISM MANAGEMENT**  
**COURSE OUTLINE**

<b>Term:</b>	Fall 2018	<b>Instructor:</b>	TBD
<b>Course No (Section):</b>	REC 222	<b>Office:</b>	
<b>Course Name:</b>	Leadership and Experiential Education	<b>Telephone:</b>	604-986-1911
<b>Credits:</b>	4	<b>E-mail:</b>	<a href="mailto:instructorname@capilanou.ca">instructorname@capilanou.ca</a>
<b>Classroom/Lab:</b>		<b>Office Hours:</b>	
<b>Scheduled:</b>			

**COURSE FORMAT:** Three hours of class time, plus an additional hour delivered through on-line or other activities, plus a minimum of one additional hour of field studies for a 15-week semester, which includes two weeks for final exams. This course may also be offered in mixed mode format.

**PREREQUISITES:** 30 credits of 100-level or higher course work including REC 115

**FOURTH HOUR:** Completion of fourth hour activities is important to learning and success in the course. The main 4<sup>th</sup> hour activity is the field trip preparation.

**COURSE DESCRIPTION:**

This course is designed to increase the students' understanding of experiential and transformational leadership, communication, and to help build the skills required to be effective outdoor educators and leaders. Students will develop experiential educational techniques and skills, to lead outdoor education and instructional skills. The course will provide a set of engaged, hands-on experiences for exploring and mastering the capabilities for effective individual and team leadership. Students will improve their capacities to think strategically, communicate effectively, and act decisively as outdoor leaders. This course includes a field study experience.

**COURSE LEARNING OUTCOMES:**

Upon successful completion of this course, students should be able to demonstrate competence in the following abilities and skills:

1. <b>Demonstrate</b> knowledge of leadership traits, styles and behaviours.
2. <b>Develop</b> self- awareness and the required hard skills to build competency and confidence as a leader.
3. <b>Demonstrate</b> effective leadership experiential learning methodologies and teaching in various environments.
4. <b>Critically</b> reflect actions and the processes for engaged leadership and decision making.
5. <b>Communicate</b> with clarity, conciseness and effectiveness through written and oral communication as a outdoor leader.
6. <b>Develop</b> outdoor leadership skills of accountability, responsibility, competency and trust
7. <b>Demonstrate</b> professional appearance, attitudes and behaviours appropriate to the adventure tourism and outdoor recreation industry.

**REQUIRED TEXT and OTHER RESOURCES:**

Bennett, B. & Rolheiser, C. (2001). *Beyond Monet: The Artful Science of Instructional Integration*

Martin, B., Cashel, C., Wagstaff, M. & Breunig, M. (2006). *Outdoor Leadership: Theory and Practice*. Human Kinetics Publishing.

The Art of Teaching Adults: How To Become An Exceptional Instructor and Facilitator Peter Renner

**EVALUATION PROFILE:**

Assessment	% of Final Grade	Individual/Group
Personal Inventory Assignment	10%	Individual
Field Based Leadership Facilitation Task 1	10%	Individual
Leadership Facilitation Task 2	15%	Group
Guideposts for Wholehearted Living Paper and Presentation	20%	Individual
Field Based Leadership and Experiential Teaching (part 1)	10%	Individual
Field Based Leadership and Experiential Teaching (part 2)	15%	Group and Individual
Final Exam	20%	Individual
	<b>100%</b>	

**GRADING PROFILE:**    A+=90-100%    B+ = 77-79%    C+ = 67-69%    D = 50-59%  
                                   A =85-89%    B = 73-76%    C = 63-66%    F = 49% or less  
                                   A-=80-84%    B- = 70-72%    C- = 60-62%

**GRADING STANDARDS:**

- A+**    **All aspects of the work submitted are to exceptional standards.**  
 Comprehensively researched, clear and concise, extremely well structured and designed, with a diverse and exhaustive range of evidence (e.g.: literature, other data) used effectively and critically. Demonstrates enlightening, insightful, and/or original thinking of the topics. Presented to the highest standards (e.g.: references, style, grammar, length).
- A**    **All aspects of the work submitted are to excellent standards.**  
 Thoroughly researched, clear and concise, excellently structured and designed, with an extensive range of evidence (e.g.: literature, other data) used effectively and critically. Demonstrates a thorough and comprehensive understanding of the topics. Presented to very high standards (e.g.: references, style, grammar, length).
- B**    **All aspects of the work submitted are to good standards.**  
 Accurately researched, clear discussion, well-structured and designed, with a good range of evidence (e.g.: literature, other data) used effectively and critically. Demonstrates a thorough understanding of the topics. Presented to high standards (e.g.: references, style, grammar, length).

**C All aspects of the work submitted are to satisfactory standards, or (C-) a marginal pass.**

Sufficiently researched, providing good discussion, reasonably well structured and designed, with an acceptable range of evidence (e.g.: literature, other data) used effectively. Demonstrates satisfactory understanding of the topics. Presented to reasonable standards (e.g.: references, style, grammar, length).

**D Work submitted earns a minimal pass.**

Insufficiently researched, needs improvement in flow and design, and/or level of detail, with a limited range of evidence (e.g.: literature, other data) used. Demonstrates rudimentary understanding of the topics. Presented to basic standards (e.g.: references, style, grammar, length).

**F All aspects of the work submitted are below adequate standards**

Research, flow and design, and/or level of detail are unsatisfactory, with an insufficient range of evidence (e.g.: literature. Other data) used. Demonstrates unfamiliarity with the topics. Presented to below adequate standards (e.g.: references, style, grammar, length).

**COURSE CONTENT/SCHEDULE:**

SESSIONS	TOPIC(S)	REQUIRED READINGS
1	Introduction to Outdoor Leadership Facilitation Skills Briefing and Debriefing Skills Building an Exceptional Ethical Climate in the Field The Importance of Feedback	Outdoor Leadership Chapter 1 Outdoor Leadership Chapter 8
2	Authentic Leadership Personal Inventory Values and Ethics in Leadership	Outdoor Leadership Chapter 7 Bill George's Authentic Leadership Approach
3	Engagement and Purpose in Field Based Leadership Facilitation Task 1 Leadership Task	
4	Accountability Briefing and Debriefing in the Field Johari Window	
5	Reflection Skills Trust and Relationship Building in the Field	
6	Theories of Leadership Leadership in Practice	Outdoor Leadership Chapter 4 Outdoor Leadership Chapter 5
7	Self Discipline Skills Group Development	Outdoor Leadership Chapter 10
8	Passionate Leadership Judgement and Decision Making	Outdoor Leadership Chapter 6
9	Focusing Skills Teaching Strategies	Beyond Monet
10	Teaching Techniques in the Outdoors	Outdoor Leadership Chapter 12
11	Facilitation Task 2	
12	Wholehearted Living	Brené Brown's work
13	Course Wrap Up and Review	
14 & 15	Final Exam	

*Note: This course includes a multi-day trip. New theoretical concepts and concepts presented in the classroom are applied during the field trip.*

## UNIVERSITY POLICIES:

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

## FACULTY POLICIES:

- Attendance:** Regular class attendance, and participation in course activities and assignments, is expected and likely essential to successfully achieving the course learning outcomes. Students are responsible for any and all content and instructions communicated during scheduled classes, in course handouts, and (if applicable) via course e-mail and websites. In cases where participation by all students is essential for conducting the planned instructional activities, attendance may be mandatory. In all cases, the attendance expectations and any penalties for missing instructional activities shall be clearly articulated on the course outline.
- Participation:** This mark, if included as part of the assessment items by the instructor, is based on both the frequency and quality of the student's comments, questions, observations, and involvement, with the emphasis on quality. The quality is determined by, among other things, the relevance, insight and clarity of remarks. Preparing the required readings will support a student's ability to participate. The participation mark is also influenced by professionalism (as described below), attitude and punctuality.
- Professional Behaviour:** Students must demonstrate a professional attitude and behaviour toward work, fellow students and their instructors. Each student should demonstrate reliability, respect for and cooperation with colleagues. A willingness to work calmly and courteously under difficult conditions as well as a determination to achieve first-class work while meeting deadlines is necessary. Students should have respect for equipment and systems. Students should display a constructive response to criticism.
- Professional behaviour includes appropriate language use. Appropriate language use involves using respectful, moderate, and inclusive language at all times.
- Cheating and Plagiarism:** Cheating is an act of deceit, fraud, distortion of the truth, or improper use of another person's effort to obtain an academic advantage. Cheating includes permitting another person to use one's work as their own. Plagiarism is the presentation of another person's work or ideas as if they were one's own. Plagiarism is both dishonest and a rejection of the principles of scholarship. Information about how to avoid plagiarism by proper documentation of sources is available in the Library, the Writing Centre and is published in the University Website.
- Penalties for Cheating & Plagiarism:** A grade of '0' for an examination, quiz or assignment or 'F' for the course may be assigned if cheating or plagiarism has taken place. First incidents deemed by the instructor to be particularly serious or second or subsequent incidents of cheating and plagiarism will be dealt with under the provisions of the University Policy on Cheating and Plagiarism (see the University Website). All students should familiarize themselves with the University Policy on Cheating and Plagiarism as such behaviour can result in suspension from the University.

Will receive a grade of '0' unless **PRIOR** arrangements (wherever possible) are made with the instructor. Permission to make up an exam will only be given in extraordinary

<b>Missed Exams &amp; Quizzes:</b>	situations such as illness of the student or the death of a close family member. <b>A doctor's certificate, or other proof supporting the reason for the absence, may be required.</b>
<b>English Usage:</b>	All assignments are marked for correct English usage, proofreading and formatting, <b>up to a maximum of 15% of the total mark for that assignment.</b>
<b>Assignments:</b>	Homework assignments are due at the <b>start of class</b> on the due date unless otherwise advised by your instructor. Late assignments will only be accepted if prior approval for a late submission date has been given by the instructor.
<b>Programmable Tools:</b>	The use of programmable items such as calculators and dictionaries, etc. is forbidden during tests, quizzes, and exams unless authorized by the instructor. Cell phones are not to be brought to any test, quiz or exam.
<b>Incomplete Grades:</b>	Incomplete grades will not be given unless special arrangements have been made with the instructor prior to the date set by University Administration.
<b>Copyright Policy:</b>	Students are expected to familiarize themselves with and abide by the University's Copyright Policy. The University's Copyright Policy is published on the University website.
<b>Emergency Procedures:</b>	Students are required to familiarize themselves with emergency procedures posted in the classroom.

#### **COURSE POLICIES:**

- **Use of Electronics:** For this class, please turn cell phones to silent. A laptop/cell phone/iPad is permitted for note taking and may be required for class exercises.
- **Punctuality** is expected: classes are short, some doors automatically lock, and it is disruptive to the class to have students showing up late. Lateness affects your participation & professionalism. Late students may not be admitted into class unless & until it is convenient for the instructor to let the student in.
- **Come prepared:** Do your homework assignments and your readings regularly. There may be a few pop quizzes or homework checks. All material in the textbook is examinable, and tests are cumulative.
- **Three before me rule:** In order to ensure that you are sourcing out information and ensuring your own success in this course. Before you ask me any questions regarding assignments, test or materials you are to source three other avenues to find the information.
- **Actively participate:** you should ask thoughtful questions, and contribute to discussions with examples and facts to back up personal opinions (do your homework, apply concepts to your own experiences).
- **Show respect for others:** by not talking or interrupting when someone is talking, listening so we don't have to waste class time repeating, and please use appropriate language during all conversations and correspondence.
- **Show respect for yourselves** by getting the most out of your class, making worthwhile contributions, and turning in quality work that you are proud of.
- **Show appreciation to our guest speakers:** for sharing their insights and experiences with us on their own time and at their own expense. Reviewing their profile in advance, actively participating, and giving them an enthusiastic welcome and send off are a few examples of how we can thank our speakers.
- **Missed classes:** If you are absent for a class, please consult the course Moodle site or a classmate about anything you might have missed. Do not ask the instructor for handouts.
- **Keep on top of things:** please check your Capilano email account **daily**, as well as your Moodle site.