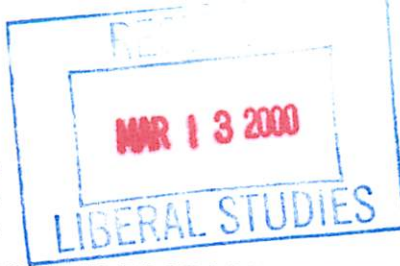


LSC Use Only
Number: _____
Submission Date: _____
Action-Date: _____



99-17
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Number: _____
Submission Date: _____
Action-Date: With drawn
3/12/01

CURRICULUM PROPOSAL COVER SHEET
University-Wide Undergraduate Curriculum Committee

I. CONTACT

Contact Person Mr. Jeffrey A. Miller Phone 7-4440

Department Hotel, Restaurant, and Institutional Management

II. PROPOSAL TYPE (Check All Appropriate Lines)

XX **COURSE** FUNDM QUAN PROD SERV
Suggested 20 character title

____ **New Course*** _____
Course Number and Full Title

XX **Course Revision** HR 313 Food Systems I
Course Number and Full Title

____ **Liberal Studies Approval +** _____
for new or existing course Course Number and Full Title

____ **Course Deletion** _____
Course Number and Full Title

XX **Number and/or Title Change** HR 313 Food Systems I
Old Number and/or Full Old Title

HR 313 Fundamentals of Quantity Food Production
New Number and/or Full New Title and Service

XX **Course or Catalog Description Change** HR 313 Food Systems I
Course Number and Full Title

____ **PROGRAM:** ____ **Major** ____ **Minor** ____ **Track**

____ **New Program*** _____
Program Name

____ **Program Revision*** _____
Program Name

____ **Program Deletion*** _____
Program Name

____ **Title Change** _____
Old Program Name

New Program Name

III. Approvals (signatures and date)

[Signature]
Department Curriculum Committee
Mary E. Seerha 2/14/00
College Curriculum Committee

[Signature]
Department Chair
[Signature]
College Dean

+ Director of Liberal Studies (where applicable)

*Provost (where applicable)

I. Catalog Description

**HR 313 Fundamentals of Quantity Food Production
and Service**

(2c-var1-4cr)

Prerequisites: FN 150/151, HR 259, HR 356 , Permission

Course discusses food production competencies including recipe and menu development, kitchen safety and sanitation, equipment operation, general food production skills including beef, poultry, pork, fish/shellfish, vegetable, dairy, and bake shop cookery. Elements of plate presentation and buffet operations are emphasized. Students apply learned concepts through operation of the HRIM dining facility for lunch service.

Part II. Description of the Curriculum Change

B. Summary of Proposed Changes

- (1) Old Title: HR 313 Food Systems I
New Title: HR 313 Fundamentals of Quantity Food Production and Service

(2) Old Course / Catalog Description:

A basic course in quantity food production with experience in planning, purchasing, preparing, and serving nutritionally adequate meals. Requirements of the National School Lunch program emphasized in satellite and on-premises food service. Requires some preparation and service outside regularly scheduled class time.

New Course / Catalog Description:

Course discusses food production competencies including recipe and menu development, kitchen safety and sanitation, equipment operation, general food production skills including beef, poultry, pork, fish/shellfish, vegetable, dairy, and bake shop cookery. Elements of plate presentation and buffet operations are emphasized. Students apply learned concepts through operation of the HRIM dining facility for lunch service.

- (3) Old Prerequisites: FN 150, HR 259, permission; professional chef's uniform required.

New Prerequisites: FN 150/151, HR 259, HR 356, Permission

- (3) Objectives Revised

C. Justification / Rationale for Revision

Course revision was necessary to reflect food production and delivery systems being used within modern commercial and non-commercial operations . More emphasis on food production and presentation skills was deemed desirable by HRIM faculty.

PROPOSED SYLLABUS OF RECORD

I. Catalog Description

HR 313 Fundamentals of Quantity Food Production and Service	4 credits 2 lecture hours 9 lab hours (2c-9l-4cr)
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Prerequisites: FN 150/151, HR 259, HR 356

Course discusses food production competencies including recipe and menu development, kitchen safety and sanitation, equipment operation, general food production skills including beef, poultry, pork, fish/shellfish, vegetable, dairy, and bake shop cookery. Elements of plate presentation and buffet operations are emphasized. Students apply learned concepts through operation the HRIM dining facility for lunch service.

II. Course Objectives

1. Students will operate and clean kitchen equipment and small hand tools.
2. Students will read, construct, and convert menu item recipes.
3. Students will adhere to established food and beverage cost percentages and construct meal financial reports.
4. Students will effectively apply learned fundamental food production techniques and demonstrate cooking competencies for various food groups.
5. Students will demonstrate effective plate presentation as part of a food production operation's delivery system.
6. Students will demonstrate dining room arrangement formats, emphasizing the buffet delivery system.
7. Students will develop and implement marketing activities as necessary for lunch service within the HRIM food service lab operation.

III. Course Outline

- A. Food Safety and Sanitation (2 lecture hours / 9 lab hours)
Menus and Recipes
1. Direct Contamination
 2. Cross-Contamination
 3. HACCP Systems
 4. Types of Menus
 5. Standardized Recipes
 6. Measurement and Conversions
 7. Controlling Costs
 8. Quality Control of Products
- B. Tools and Equipment (2 lecture hours / 9 lab hours)
Knife Skills
1. Hand Tools
 2. Knives
 3. Measuring and Portioning Devices
 4. Cookware
 5. Processing Equipment
 6. Heavy Equipment
 7. Knife Use Technique
- C. Kitchen Staples (2 lecture hours / 9 lab hours)
Dairy Products
1. Herbs and Spices
 2. Nuts
 3. Oils and Vinegars
 4. Condiments
 5. Coffees and Teas
 6. Milk
 7. Cultured Dairy Products
 8. Cheeses
- D. Principles of Cooking (2 lecture hours / 9 lab hours)
Stocks and Sauces
1. Heat Transfer/Effects of Heat
 2. Cooking Methods
 3. Stocks
 4. Principles of Stock Making
 5. Sauces

E. Principles of Meat Cookery (2 lecture hours / 9 lab hours)
Beef
Pork

1. Inspection and Grading of Meats
2. Purchasing and Storing Meats
3. Preparing and Cooking Meat
4. Cuts of Beef
5. Cuts of Pork

F. Poultry (2 lecture hours / 9 lab hours)
Fish and Shellfish

1. Identifying Poultry
2. Inspection and Grading of Poultry
3. Purchasing and Storing Poultry
4. Preparing and Cooking Poultry
5. Identifying Fish and Shellfish
6. Mollusks and Crustaceans
7. Inspection and Grading of Fish and Shellfish
8. Purchasing and Storage of Fish and Shellfish

G. Vegetables (2 lecture hours / 9 lab hours)
Fruits

1. Identifying Vegetables
2. Purchasing and Storage of Vegetables
3. Preparing and Cooking Vegetables
4. Identifying Fruits
5. Purchasing and Storage of Fruits
6. Preparing and Cooking Fruit

H. Principles of the Bakeshop (2 lecture hours / 9 lab hours)

1. Basic Ingredients and Purchasing Procedures
2. Sugar and Sweeteners
3. Fats
4. Thickeners
5. Mixing and Baking Process
6. Bakeshop Tools and Equipment

- I. **Plate Presentation** (2 lecture hours / 9 lab hours)
Buffet Presentation
 - 1. **Choosing Plates**
 - 2. **Arranging Food on Plates**
 - 3. **Decorating Plates**
 - 4. **Planning the Buffet**
 - 5. **Designing the Buffet**
 - 6. **Presenting and Maintaining the Buffet**

- J. **Operation of Allenwood Restaurant** (10 lecture hours / 45 lab hrs)
 - 1. **Preparation and Service of Buffet Delivery System to General Public.**
 - 2. **Rotation Through Dining Room and Kitchen Stations**
 - 3. **Evaluation of Buffet Operation**
 - 4. **Management of Operation Personnel**

- K. **Final Examination / Culminating Activity** (2 lecture hours)

IV. Evaluation Methods

The final grade will be determined as follows:

Five - 100 Point Examinations:

*Multiple Choice, True/False, Short Answer

Two - 100 Point Buffet Manager Reports:

*Presentation of Operating Statistics, Menus, Recipes,
Employee Evaluations, Buffet Critique

Grading Scale:

90 - 100%	A
80 - 89%	B
70 - 79%	C
60 - 69%	D
0 - 59%	F

V. Required textbooks, supplemental books and readings

Labensky, S., and Hause, A., (1999), On Cooking: A Textbook of Culinary Fundamentals, Second Edition, Prentice Hall, Upper Saddle River, New Jersey.

VI. Special resource requirements

HRIM-approved chef's coat, trousers, apron, hat, service trousers, service shirt

VII. Bibliography

Axler, B., and Litrides, C., (1990), Food and Beverage Service, John Wiley and Sons, New York, New York.

Dahmer, S., and Kahl, K., (1996), The Waiter and Waitress Training Manual, Fourth Edition, Van Nostrand Reinhold, New York, New York.

Gisslen, W., (1999), Professional Cooking, 4th Edition, John Wiley and Sons, New York, New York.

Knight, J., and Kotschevar, L., (2000), Quantity Food Production, Planning, and Management, 3rd Edition, John Wiley and Sons, New York, New York.

Shugart, Grace, and Molt, Mary, (1993), Food For Fifty, 9th Edition, Macmillan Publishing Company, New York, New York.

Selected Hospitality Trade Journals:

Lodging F & B, The American Hotel Association Directory Corporation, New York, New York.

Prepared Foods, Cahners Publishing Company, Des Plaines, Illinois.

Restaurant Hospitality, Penton Media Incorporated, Cleveland, Ohio.

#1 14-FEB-2000 13:17:49.43

NEWMAIL

From: IN%"jsteiner@grove.iup.edu" "Joanne Steiner"
To: IN%"jmiller@grove.iup.edu" "Jeff Miller"
CC: IN%"JSteiner@grove.iup.edu"
Subj: HR 313

Return-path: <jsteiner@grove.iup.edu>
Received: from grove.iup.edu ("port 1057"@fn0103.hhs.iup.edu [144.80.140.153])
by grove.iup.edu (PMDF V5.2-32 #30978)
with ESMTP id <01JLWDKB4C5A8ZE7NY@grove.iup.edu>; Mon, 14 Feb 2000 13:17:45 EST
Date: Mon, 14 Feb 2000 13:18:58 -0500
From: Joanne Steiner <jsteiner@grove.iup.edu>
Subject: HR 313
To: Jeff Miller <jmiller@grove.iup.edu>
Cc: JSteiner@grove.iup.edu
Message-id: <38A84712.20D6D022@grove.iup.edu>
Organization: Chair, Food and Nutrition
MIME-version: 1.0
X-Mailer: Mozilla 4.6 [en] (Win98; I)
Content-type: text/plain; charset=us-ascii
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This memo verifies that the Food and Nutrition Department has reviewed the HR 313 syllabus and agrees that the course content meets the competency knowledge requirements for the dietetics major.

--

Joanne B. Steiner
Chair, Food and Nutrition

Press RETURN for more...

MAIL >

I. Catalog Description

A basic course in quantity food production with experience in planning, purchasing, preparing and serving nutritionally adequate meals. Requirements of the National School Lunch program are emphasized in satellite and on-premise feeding.

Prerequisites: FN 211, FN 212, FN 259.

II. Competencies or Course Objectives

A. Basic Understandings

1. To apply knowledge acquired in previous classes to the standards, principles, and techniques required to produce food in quantity.
2. To plan, prepare and serve lunches at a pre-determined food cost that follow the requirements of the School lunch meal pattern in regard to quality and quantity of food served that incorporate the use of government donated commodities and that consider the limitations of personnel, time and equipment.
3. To understand and evaluate the various factors involved in controlling food costs.
4. To know the scientific and economic principles involved in the storage, preparation, cooking and serving of foods in quantity.
5. To demonstrate by laboratory experience the major points upon which maintenance of sanitary and desirable working conditions depend.
6. To complete the kinds of records needed in a food service operation.
7. To observe the eating habits and behavioral patterns of a given group of elementary children while at lunch.
8. To understand the organization and administration of the National School Lunch Program into the total school educational program.
9. To experience the value of integrating the nutritional objectives of the National School Lunch Program into the total school educational program.

B. Skills

1. To gain experience in the techniques and procedures involved in quantity food preparation that produce quality products.
2. To employ practices which will result in standardizing portion sizes.
3. To use and care for available institutional equipment.

4. To follow established policies of sanitation and safety.
5. To learn the serving procedures for cafeteria service and satellite feeding.
6. To plan, organize, and direct the activities of group members during laboratory preparation and serving periods.
7. To compute and analyze food and operational expenses in order to practice cost control measures and record-keeping procedures.

C. Viewpoints or Attitudes

1. To appreciate some of the basic responsibilities common to all food service administrators in whatever type of organization they may be employed.
2. To appreciate the value of high standards of sanitation and safety in a food service operation.
3. To appreciate the knowledge and skills necessary to produce quality food products.
4. To appreciate the importance of cooperation and rapport with fellow associates.

III. Course Outline

A. Introduction

1. Objectives of the course
2. Basis for grades
3. Explanation of the cafeteria operation and plan of procedure
4. Explanation of the National School Lunch Program and the inclusion of its nutritional and educational objectives into the course.
5. Satellite feeding plan for students of the University School.

B. Management in Quantity Food Production

1. Menu planning
2. Food standards
3. Work methods
4. Sanitation and safety standards
5. Factors affecting cost control
6. Merchandising
7. Record-keeping

C. Food Production and Sales

1. Objectives of quality food preparation
2. Methods of preparation and correct procedures involved in the preparation and service of food
3. Quantity cookery methods for:
 - a. meat
 - b. fish
 - c. poultry
 - d. milk, cheese, and related foods
 - e. fruits
 - f. vegetables
 - g. fats

- h. flour mixture
 - (1) yeast rolls
 - (2) quick breads
 - (3) cakes
 - (4) pies
- 4. Salads and salad dressings
- 5. Beverages
- 6. Government-donated commodities

D. Equipment Use and Care

- 1. Cooking equipment
 - a. Electric and gas
- 2. Non-cooking equipment
- 3. Cutlery
- 4. Serving

IV. Evaluation

- A. Managership - compilation of an extensive record-keeping report, including menu planning, food purchasing, peer instruction and supervision.
- B. Laboratory performance - punctuality, organization of work, preparation technique, personal neatness and cooperation.
- C. Written examinations - combination of true-false, multiple choice, completion, matching and short answer.
- D. Class participation - student initiated as well as teacher initiated.
- E. University school observations and reports - included in managership as above, item A.

V. Texts

Kotschevar, L. 1974. Quantity Food Production. 3rd edition. CBI Publishing Company, Inc. Boston.

U.S. Department of Agriculture. 1981. Food Buying Guide for School Food Service. U.S. Government Printing Office. Washington, D.C.

U.S. Department of Agriculture. 1980. Menu Planning Guide for School Food Service. U.S. Government Printing Office. Washington, D.C.

VI. Supplementary Material

Coyle, P. L. 1982. The World Encyclopedia of Food. Facts on File, Inc. New York.

Crusius, V. C. 1981. Quantity Food Management. Burgess Publishing Company. Minneapolis, Minnesota.

Culinary Institute of America. 1974. The Professional Chef. 4th edition. Cahners Books. Boston.

Department of Food and Nutrition at Kansas State University. 1975. Practical Cookery. 24th edition. John Wiley & Sons, Inc.

- Gates, J. C. 1976. Basic Foods. Holt, Rinehart and Winston, New York.
- Kaplan, A. 1977. Elements of Food Production and Baking. Bobbs-Merrill. Indianapolis, Indiana.
- Knight and Kotschevar. 1979. Quantity Food Production, Planning, and Management. CBI Publishing Company, Inc. Boston.
- Mario, T. 1978. Quantity Cooking. AVI Publishing Company, Inc. Westport, Connecticut.
- Mizer and Porter. 1978. Food Preparation for the Professional. Canfield Press. New York.
- Morgan, W. J., Jr. 1981. Supervision and Management of Quantity Food Preparation. 2nd edition. McCutchan Publishing Corporation. Berkeley, California.
- Powers, J. M. 1979. Basics of Quantity Food Production. John Wiley and Sons. Somerset, New Jersey.
- Terrell, M. E. 1979. Professional Food Preparation. 2nd edition. John Wiley and Sons. Somerset, New Jersey.

Periodicals

School Food Service Journal
 Cooking for Profit
 Baking for Profit
 Food Service Marketing
 Fast Food
 Institutions

Publications of the U.S. Department of Agriculture

VII. Special Provisions

A. Laboratory Work

1. Daily preparation of school lunch pattern meal for University.
2. Actual service of food to University School students.
3. Daily food preparation and service at the Allenwood Cafeteria.
4. Perform at least two functions each semester requiring table service which deviates from the daily cafeteria service. These functions are performed in addition to the non-meal and in most instances on Saturdays or evenings.

B. Demonstrations

1. Instructor
2. Equipment representatives
3. Field representatives

C. Field Trips

1. University School - Davis Hall
2. Voluntary response to "food show" invitations
3. Full-service restaurants

D. Resource People

1. Department of Environmental Resources representative
2. Director of Indiana Area School District food service program
3. Hospital administrative dietitian
4. Food management company representative
5. Fast food service production representative
6. Full-service restaurant manager
7. Executive chef - culinary trained
8. Fire department - fire prevention in a quantity food production kitchen
9. Representative from Egg Industry affiliated with Department of Agriculture

VIII. William G. Gressley

November, 1983