

LSC Use Only Proposal No:
LSC Action-Date:

UWUCC Use Only Proposal No: ~~12-186~~ 13-116.
UWUCC Action-Date: ~~Post 3/4/12~~ W-7/13/14 Senate Action Date:

Curriculum Proposal Cover Sheet - University-Wide Undergraduate Curriculum Committee

Contact Person(s) Yasong Wang	Email Address yswang@iup.edu
Proposing Department/Unit Hospitality Management	Phone 724-357-6233

Check all appropriate lines and complete all information. Use a separate cover sheet for each course proposal and/or program proposal.

1. Course Proposals (check all that apply)

<input type="checkbox"/> New Course	<input type="checkbox"/> Course Prefix Change	<input type="checkbox"/> Course Deletion
<input type="checkbox"/> Course Revision	<input type="checkbox"/> Course Number and/or Title Change	<input checked="" type="checkbox"/> Catalog Description Change

Current course prefix, number and full title: **HRIM330 Applications of Food Production and Service**

Proposed course prefix, number and full title, if changing:

2. Liberal Studies Course Designations, as appropriate
This course is also proposed as a Liberal Studies Course (please mark the appropriate categories below)

<input type="checkbox"/> Learning Skills	<input type="checkbox"/> Knowledge Area	<input type="checkbox"/> Global and Multicultural Awareness	<input type="checkbox"/> Writing Across the Curriculum (W Course)
<input type="checkbox"/> Liberal Studies Elective (please mark the designation(s) that applies – must meet at least one)			
<input type="checkbox"/> Global Citizenship	<input type="checkbox"/> Information Literacy	<input type="checkbox"/> Oral Communication	
<input type="checkbox"/> Quantitative Reasoning	<input type="checkbox"/> Scientific Literacy	<input type="checkbox"/> Technological Literacy	

3. Other Designations, as appropriate

<input type="checkbox"/> Honors College Course	<input type="checkbox"/> Other: (e.g. Women's Studies, Pan African)
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4. Program Proposals

<input type="checkbox"/> Catalog Description Change	<input type="checkbox"/> Program Revision	<input type="checkbox"/> Program Title Change	<input type="checkbox"/> New Track
<input type="checkbox"/> New Degree Program	<input type="checkbox"/> New Minor Program	<input type="checkbox"/> Liberal Studies Requirement Changes	<input type="checkbox"/> Other

Current program name: _____

Proposed program name, if changing: _____

5. Approvals	Signature	Date
Department Curriculum Committee Chair(s)	<i>Yasong Wang</i>	Apr. 10, 2012
Department Chairperson(s)	<i>[Signature]</i>	4-10-12
College Curriculum Committee Chair	<i>Janet Wachter</i>	4-16-12
College Dean	<i>Meely E. Sander</i>	4/23/12
Director of Liberal Studies (as needed)		
Director of Honors College (as needed)		
Provost (as needed)		
Additional signature (with title) as appropriate		
UWUCC Co-Chairs		

Received
APR 25 2012
Liberal Studies

Course Revision: HRIM 330 Applications of Food Production and Service

Part II. Description of the Curriculum Change

1. Syllabus of Record.
The new syllabus of record for this revised course is attached in Appendix A.
2. A Summary of the proposed revisions:
The course prerequisite is being changed from HRIM 313 or FDNT 150/151 to HRIM 313 only.
3. Justification/rationale for the revision:
Faculty reassessment of this course indicates that the course revision (prerequisites only) is necessary, because the Food Nutrition courses have a different focus from Hospitality Management courses and such a different focus does not reflect the academic preparation required for this course.
4. The old syllabus of record.
The old syllabus of record is attached in Appendix B.

Appendix A: New Syllabus Record

I. Catalog Description

HRIM 330 Applications of Food Production and Service 1 class hour
6 lab hours
Prerequisites: HRIM 313 4 credits
(1c-6l-4cr)

Provides training for the hospitality management student in advanced fundamentals of technique, timing, and management skills through laboratory experiences, as well as the operation of the Allenwood Restaurant facility.

II. Course Outcomes:

The student will be able to:

1. Operate and clean all commercial kitchen laboratory equipment and small hand tools.
2. Demonstrate an understanding of reading, writing, and conversion of recipes.
3. Recognize the importance, and demonstrate an understanding of adhering to established food and beverage cost percentages.
4. Effectively apply learned fundamental food production techniques while exploring cooking competencies for various food groups.
5. Understand the importance of plate presentation as part of a food production operation's delivery system.
6. Become familiar with, and demonstrate an understanding of various dining room delivery systems.
7. Plan a luncheon event to include:
 - a. Development of a themed concept
 - b. Design of a detailed event plan
 - c. Development, analysis, and projection of a budget
 - d. Researching and planning of an aesthetically-balanced and appropriate menu
 - e. Coordination of special-request menus or menu items
 - f. Incorporation of linens, napkin folds, and other creative elements into the tabletop design.

- g. Identification and development of a promotional strategy, including event proposal, invitations, advertising, webpage, and publicity.
- h. Compliance with all health, safety, sanitation, and security regulations.
- i. Application of course material and principles from previous hospitality management courses
- j. Development of effective group and team-building skills.
- k. Development of comprehensive food service production skills necessary for future management success.

III. Course Outline

A. Introduction to Food Production and Service (1 hour)

1. The Successful Food Service Professional
 - a. Characteristics
 - b. Roles
 - c. Areas of Responsibilities: Success Factors
 1. Menu Design
 2. Purchasing
 3. Receiving
 4. Storage
 5. Inventory Control
 6. Issuing
 7. Food Production
 8. Service
 9. Controls
 10. Sanitation
 11. Safety
 12. Marketing
2. Food Service Operations
 - a. Types of Operations
 - b. Technical Characteristics
 - c. Special Workplace Requirements

Laboratory #1: Allenwood Business Plan (6 hours)

1. Tour and Facility Analysis
 - a. History of Operation
 - b. Current Trend of Operation
2. Allenwood Market Analysis
 - a. Development of demographic profile for:
 1. Local area
 2. Allenwood operation
 - b. Examination of psychographic and geographic variables affecting Allenwood operations

3. Competition Analysis
 - a. Development of list of competitors
 - b. Strategies to effectively compete
4. Mission Statement
 - a. Development of Allenwood Mission Statement
 - b. What, For Whom, How Questions
5. Allenwood Goals and Objectives
 - a. Long-Term
 - b. Short-Term
6. Legal Matters
 - a. Examination of all applicable Federal, State, and Local laws.
 - b. Development of standard operating procedures based on legal requirements
7. The Allenwood Standard Operating Procedures
 - a. Specific Management Techniques and Standards and the Computer Software Application for:
 1. Menu Design
 2. Purchasing
 3. Receiving
 4. Storage
 5. Inventory Control
 6. Issuing
 7. Food Production
 8. Service
 9. Point-of-Sale System
 10. Controls
 11. Sanitation
 12. Safety
 13. Marketing
 - b. Development of Operational and Computerized Procedures for Each Key Operational Area

B. Staffing the Allenwood (1 hour)

1. Job Analysis
2. Design of Job Descriptions
3. Job Specifications
4. Panel Interview

Laboratory #2: Employee Training and Development (6 hours)

1. Allenwood Orientation
2. Front-of-house and back-of-house training for each employee

a. Front-of-House: Dining Room Professional Certification Training

1. Dining Room Manager
2. Host/Hostess
3. Waitstaff
4. Cashier
5. Beverage Steward
6. Busser

b. Back-of-House

1. Kitchen Manager
2. Sanitation Steward
3. Equipment Steward
4. Purchasing Steward
5. Cooks
 - a. Pantry
 - b. Line
 - c. Bakery
6. Dishwasher and Potys and Pans

C. Application of Food Production and Service

1. Introduction to the System (1 hour)

- a. BEO
- b. Budget
- c. Recipes
- d. Costing
- e. Usage Form
- f. Dining Room Layout
- g. Tabletop Layout
- h. Staffing Form

2. Review of Buffet Basics

Laboratory #3: Buffet Simulation (6 hours)

- a. Computer Workshop: Managers' Reports

D. American Service: Review (1 hour)

Laboratory #4: American Service Simulation (6 hours)

- a. Computer Workshop: Managers' Reports: Detailed Purchases, Extensions, Periodic Food Cost, Sales Analysis

E. Managers' Meeting: BEO, Recipes, Production, Staffing Assignments (1 hour)

Laboratory #5: Soft Opening: Buffet Luncheon (6 hours)

F. Managers' Meeting: BEO, Recipes, Production, Staffing Assignments (1 hour)

Laboratory #6: Soft Opening American Luncheon (6 hours)

Mid-Term Examination (1 hour)

G.- N. Allenwood Operations: Management Planning Sessions (8 hours)

a. Purchasing

Laboratory #7 - #14: Student-Managed Luncheon Events (48 hours)

Final Exam / Culminating Activity (2 hours)

IV. Evaluation Methods

The final grade will be determined as follows:

2 Instructional Laboratories @ 50 points each	8%
4 Simulation Laboratories @ 50 points each	17%
8 Luncheon Event Performance Evaluations @ 50 points each	33%
1 Mid Term Examination @ 100 points	8%
1 Managers' Final Report @ 200 points	17%
1 Final Examination @ 200 points	17%

V. Grading Scale

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

VI. Attendance Policy

As student learning is enhanced by class attendance and participation in discussions, the instructor encourages regular class attendance. The attendance policy of this instructor recognizes possible student need to miss class because of illness or personal emergency.

VII. Required Textbooks, Supplemental Books and Readings

Labensky, Sarah R., (2002). On Cooking, 3rd Ed., New York, New York: Prentice Hall.

VIII. Special Resource Requirements

A. The student will need the following class materials:

1. Textbook
2. Three-ring Binder
3. Calculator
4. Uniform:
 - a. Cook/Chef Trousers
 - b. Cook/Chef Coat
 - c. White Apron
5. Knife Kit (French Knife, Paring Knife, Boning Knife)
6. Bimetallic or Digital Thermometer

B. The student will need access to a computer in order to complete software assignments.

VIII. Bibliography

DeFranco, Agnes, and Noriega, Pender (2000). Cost Control in the Hospitality Industry, Upper Saddle River, New Jersey: Prentice Hall.

Gisslen, Wayne (2001), Professional Baking, College Version, 3rd Ed., New York: Wiley & Sons.

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Sanders, Ed, Paz, Paul C., and Wilkinson, Ron (2002), Service At Its' Best: Waiter- Waitress Training, Upper Saddle River, New Jersey: Prentice Hall.

Appendix B: Old Syllabus Record

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 - f. Incorporation of linens, napkin folds, and other creative elements into the tabletop design.
 - g. Identification and development of a promotional strategy, including event proposal, invitations, advertising, webpage, and publicity.

- h. Compliance with all health, safety, sanitation, and security regulations.
- i. Application of course material and principles from previous hospitality management courses
- j. Development of effective group and team-building skills.
- k. Development of comprehensive food service production skills necessary for future management success.

III. Course Outline

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- c. Areas of Responsibilities: Success Factors
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 - 3. Receiving
 - 4. Storage
 - 5. Inventory Control
 - 6. Issuing
 - 7. Food Production
 - 8. Service
 - 9. Controls
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 - 12. Marketing

2. Food Service Operations

- a. Types of Operations
- b. Technical Characteristics
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