1. COURSE DESCRIPTION

A two-part foundation for food and beverage management culinary math and procurement methods. The culinary math component focuses on accurate measurement, portion controls, recipe conversions, product yields and inventory methods. Current market and procurement trends are explored, with an emphasis on product identification.

2. COURSE OBJECTIVES

Upon completion of HMGT 1102, the student will be able to

a. Comprehend basic culinary math concepts of measurement, portion control and recipe conversion
b. Recall and describe product yields, inventory and procurement methods
c. Identify and classify industry food and beverage products and supplies

3. STUDENT LEARNING OUTCOMES and ASSESSMENT

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Method of Assessment</th>
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<tbody>
<tr>
<td>a. Apply and demonstrate basic culinary math concepts of measurement, portion control and recipe conversion (HMGT: Skill and Knowledge, Gen Ed: Knowledge)</td>
<td>Culinary math practical and written examination, class participation and homework</td>
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<tr>
<td>b. Restate and explain product yield, inventory and procurement methods (HMGT: Knowledge)</td>
<td>Procurement &amp; product identification quizzes, class participation, oral presentations</td>
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<tr>
<td>c. Identify and classify commonly used industry food and beverage products and supplies (HMGT: Knowledge, Skill)</td>
<td>Procurement &amp; product identification quizzes, summary reaction papers, class participation and homework, oral presentations</td>
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4. PREREQUISITES:

CUNY proficiency in reading, writing and mathematics
5. TEXT(S):


6. GRADING SYSTEM

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Culinary math practical exam</td>
<td>20%</td>
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<tr>
<td>Math quizzes</td>
<td>10%</td>
</tr>
<tr>
<td>Procurement and product identification quizzes</td>
<td>20%</td>
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<tr>
<td>Summary reaction papers</td>
<td>20%</td>
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<tr>
<td>Research papers</td>
<td>10%</td>
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<tr>
<td>Oral presentation</td>
<td>5%</td>
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<tr>
<td>Class participation</td>
<td>15%</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100%</strong></td>
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7. ASSIGNMENTS

Culinary math homework (2 at 5 pts. ea.)= **10 points**
Culinary math examination= **20 points**
Purchasing and Ethics Investigation
  - Product Reaction Fact Sheet= **5 points**
  - Standards of Conduct Presentation & Presentation of Findings (2 at 2.5 pts ea.)= **5 points**
  - Product investigation sheet= **5 points**
Quizzes/ take-home assignments (4 at 5 pts. ea.)= **20 points**
*New York Times* reaction assignment= **10 points**
Anna Nurse Workshop reaction memo= **5 points**
Food and Menu Project Oral Presentation = **5 points**
Class participation = **15 points**

8. RUBRICS

See attached
WEEKLY COURSE OUTLINE

COURSE: HMGT 1102      COURSE TITLE: INTRODUCTION TO FOOD AND BEVERAGE MANAGEMENT

WEEK 1
Course overview and expectations
Student introductions
Summary of weights and measures and their uses

WEEK 2
Introduction to culinary math
Practical applications of culinary math within the hospitality industry
Introduction to measurement and recipe conversions
Practical measurement exercises

WEEK 3
Unit pricing and recipe costing
Recipe conversion exercises
Practical applications of recipe conversions
Measurement exercises

WEEK 4
Review of weights, measures, culinary math, and recipe conversions
Culinary math practical and written exam

WEEK 5
Types of menus
Menu planning
Truth in menus
Standardized recipes
Product seasonality
Product sourcing
Vendor selection criteria
The ordering process

WEEK 6
“Netiquette” and internet safety
Job searching online
Responsible research online
Hospitality industry vocabulary
Introduction to specs

WEEK 7
Choosing purveyors
Specifications - uses specs in food production
Distribution systems
Transportation and handling
Contracts and legal obligations

WEEK 8
Government regulations and required labeling

Stewart revised FALL 2018
Grading and standards of quality
Ethics in purchasing
Mission statements
As Purchased cost versus Edible Portion cost factors

WEEK 9
Procedures for procurement
Computer applications in purchasing
Trends in the market
Fad versus trend
Specialty items
Imports versus local commodities

WEEK 10
Ordering process and inventory control
Fresh and processed fruits and vegetables
Grading criteria
Condition, geographic origin, packing method, seasonally and pricing

WEEK 11
Eggs: grading industry standards
Poultry: grading industry standards
Game birds: farm raised versus wild
Meats: grading and standards
Cuts: beef, pork, veal, lamb
Aging, storage and handling
Supply demand and pricing
Butchers yield testing

WEEK 12
Marine products
Shellfish: crustaceans, mollusks and cephalopods
Market prices and forms
Storage and handling
Fin Fish: market forms; fresh and salt water; fat and lean
Quality factors in freshness of seafood
Seasonality of fish
Fish markets and pricing
Government regulations and quality
Butchers yield testing

WEEK 13
Dairy products
Fluid and dried
Milk and cream
Ice cream and other frozen products
Fermented milk products
Butter
Cheese classifications

Stewart revised FALL 2018
WEEK 14
Groceries: fats and oils, grains, chocolate, coffee, tea and salts
Handling and storage considerations
Canned and other processed fruits and vegetables
Dried herbs and spices

WEEK 15
Non-perishable items
Cleaning supplies
Linen
Flatware
China
Stemware
Contracted service

WEEKLY COURSE OBJECTIVES
The student will be able to . . .

WEEK 1
Describe the expectations of the course
Identify the units of measurements used in commercial kitchens

WEEK 2
Recall units of measurements
Distinguish between the various measurements containers
Explain the difference between liquid and volume measurement

WEEK 3
Apply the conversion factor in recipe converting
Operate volume measurement tools
Calculate basics of unit and recipe costing
Solve culinary mathematical equations

WEEK 4
Demonstrate proficiency in the use of various culinary measuring tools
Exhibit competence solving culinary mathematical equations

WEEK 5
Identify various types of menus
Describe the steps used in menu planning
Define the term “truth in menu” and explain its importance
List the elements of standardized recipes and explain their importance
Discuss the impact that product seasonality has on menu planning
Determine how to select reputable vendors
Identify the steps of the ordering process

WEEK 6
Demonstrate proper conduct when working on line
Define proper internet research procedures
Recall hospitality industry vocabulary
Identify the value of specs and be able to determine their content
Describe the specifications used in food production

WEEK 7
Define the characteristics of reputable vendors
Elaborate on specs and apply their use in the industry
Describe contracts and the legalities of food and beverage service
Identify the various types of distribution systems
Discuss transportation and handling methods and concerns

WEEK 8
Identify government regulations and required labeling
Describe grading and standards of quality
Identify the importance of ethics in purchasing
Create a personal mission statement

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Describe “As Purchased” cost versus “Edible Portion” cost factors

WEEK 9
Describe the procedures for procurement
Recall common computer applications in purchasing
Discuss current trends in the market
Differentiate the difference between fads versus food trends
List common specialty food items
Differentiate between imports versus local commodities

WEEK 10
Describe the ordering process and inventory control methods
List common fresh and processed fruits and vegetables
Recall standard grading criteria for fresh produce
Describe condition, origin, packing method, seasonally and pricing as is relates to produce

WEEK 11
Recall standard egg grading and quality standards
Recall standard poultry grading and quality standards
Differentiate farm raised verses wild as it pertains to game birds
Recall standard meats grading and quality standards
List common cuts of beef, pork, veal, lamb
Apply the data gained from butcher’s yield testing

WEEK 12
Identify and describe common marine products
Recall market prices and forms of seafood
Describe the importance of storage and handling considerations of seafood
List, describe and classify fin fish in terms of market forms; origins; fat and lean content
List and describe fin fish in terms of body style and weight
Explain quality factors in freshness of seafood
Discuss seasonality of fish and the role of geography and feeding grounds
Recall government regulations and quality in terms of seafood
Apply the data gained from butcher’s yield testing

WEEK 13
List common dairy products
Differentiate between fluid and dried dairy products
Distinguish and describe various classifications of milk and cream
Identify and describe various ice cream and other frozen products
Recognize and describe various fermented milk products
Identify and describe various classifications of butter
Describe and classify various types of cheeses

WEEK 14
List common groceries: fats and oils, grains, chocolate, coffee, tea and salts
Explain grocery handling and storage considerations
Identify canned and other processed fruits and vegetables
Recall government regulations and required labeling
List common dried herbs and spices
WEEK 15
Categorize important non-perishable items
List important cleaning supplies
Distinguish different sourcing methods for linen, flatware, china and stemware
Identify various common contracted services
SELECTED BIBLIOGRAPHY


<table>
<thead>
<tr>
<th>Performance Indicator</th>
<th>Student's Score</th>
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<tbody>
<tr>
<td><strong>Value of Material Presented</strong></td>
<td>1. Unacceptable: Little value, material not educational or informative</td>
</tr>
<tr>
<td><strong>Verbal Delivery</strong></td>
<td>Mispronounced words, no evidence of research in how to pronounce unknown words, ineffective delivery</td>
</tr>
<tr>
<td><strong>Organizational Structure, Order or Slides, Flow of Presentation</strong></td>
<td>No apparent reasoning applied, lack of structure</td>
</tr>
<tr>
<td><strong>Mastery of Media</strong></td>
<td>Presentation Saved on Flash Drive, Formatted, Spell-Checked</td>
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