



Section 1. Proposed Course Outline (A general statement of course content that informs class syllabus construction. Once approved, all sections of a given course must include this content, no matter which instructor teaches the course, or the mode of delivery. Divisions must include this new course outline in the Divisional Course Outline binder as required by COPPs.)

Course Number: HRTM 100 Full Course Title for print catalog: **Introduction to Culinary Arts and Hospitality Management**

Abbreviated Course Title for Banner: **Intro. to Culinary and Hospitality** (30 character limit)

Prerequisites: None

Co-requisites: None

Grade Option: ☒ Graded (with P/NP option) ☐ Pass/No Pass only

Number/Type Credits	Term Minimum Contact	Term Maximum Contact	11-Week Term Contact
<u>3</u> Lecture	<u>30</u> hours (lecture credits x 10)	<u>36</u> hours (lecture credits x 12)	<u>33</u> hours (lecture credits x 11)
___ Lec/Lab	___ hours (lec-lab credits x 20)	___ hours (lec-lab credits x 24)	___ hours (lec-lab credits x 22)
___ Lab	___ hours (lab credits x 30)	___ hours (lab credits x 36)	___ hours (lab credits x 33)
<u>3</u> Total credits (sum)	<u>30</u> Total hours (sum)	<u>36</u> Total hours (sum)	<u>33</u> Total hours (sum)

Course Description (300 character limit):

This is an introductory course designed to provide a broad overview of the hospitality management and culinary arts industry and the various segments that comprise the industry. Emphasis in this course is given to understanding the scope and complexity of this industry, the career opportunities available, and the training and skills necessary to achieve a successful career.

Course Outcomes and Proficiencies

What will the student **know** or **be able to do** at the end of the course?

What **attitudes** related to the subject will the student hold?

Upon successful completion of this course, the student will:

Define hospitality and the philosophy of the hospitality industry.

Trace the growth and development of the culinary arts, hospitality management, and tourism industry.

Identify the segments of the culinary arts, hospitality management, and tourism industry and describe how they interrelate.

Assessments Planned

What evidence will demonstrate that students have achieved course outcomes? (assessment tools may include departmental tests, written products, portfolios, juried performances, quizzes and exams, or alternative assessments such as qualitative studies, capstone projects, external reviewers, etc.)

How each outcome will be assessed:

All seventeen Outcomes will be assessed by the following:

Weekly Quizzes

Group Projects and Class Exercises

Weekly Assignments – Written and/or Oral

Mid-Term and Final Examinations

Weekly Quizzes

Group Projects and Class Exercises

Weekly Assignments – Written and/or Oral

Mid-Term and Final Examinations

Weekly Quizzes

Group Projects and Class Exercises

Weekly Assignments – Written and/or Oral

	Mid-Term and Final Examinations
Describe the various cuisines and contributions of leading culinarians.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Identify professional organizations within the field; explain purposes and benefits.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Outline the organization, structure, and functional areas in various hospitality organizations as a perspective for later courses in menu planning, purchasing, food production and service, food and beverage controls, management, etc.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Evaluate career opportunities through field trips and guest speakers in class.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Understand math, reading, and speaking skills necessary to be successful in the industry.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Discuss/evaluate industry trends as they relate to career opportunities and the future of the food industry.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Understand the physical, emotional and mental demands of this industry.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Judge whether the culinary or hospitality profession suits their tastes and career interests.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Discuss the attributes of a professional chef.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Demonstrate service skills that provide exceptional customer service.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Discuss social, economical, and seasonal reasons for menu selections.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Understand sustainable standard operating procedures for the industry.	Weekly Quizzes Group Projects and Class Exercises

	Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Demonstrate basic food safety and sanitation principles followed in the industry.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations
Understand the concept and importance of the Farm- to -Table relationship.	Weekly Quizzes Group Projects and Class Exercises Weekly Assignments – Written and/or Oral Mid-Term and Final Examinations

Course Content by Major Topics

What topics will be presented? What are the main activities of the course? What are the central themes?

(See sample at <http://www.lanecce.edu/cops/format3.htm>.)

Topics:

COURSE OUTLINE:

WEEK	DATE	COURSE COMPETENCIES COVERED	ASSIGNMENTS DUE
1		<ul style="list-style-type: none"> Define hospitality and the philosophy of the hospitality industry. Trace the growth and development of the culinary arts, hospitality management, and tourism industry. 	
2		<ul style="list-style-type: none"> Identify the segments of the culinary arts, hospitality management, and tourism industry and describe how they interrelate. Evaluate career opportunities through participation in field trips and guest speakers in class. 	
3		<ul style="list-style-type: none"> Describe the various cuisines and contributions of leading culinarians. Identify professional organizations within the field; explain purposes and benefits. 	
4		<ul style="list-style-type: none"> Outline the organization, structure, and functional areas in various hospitality organizations as a perspective for later courses in menu planning, purchasing, food production and service, food and beverage controls, management, etc. Evaluate career opportunities through field trips and guest speakers in class. 	
5		<ul style="list-style-type: none"> Discuss/evaluate industry trends as they relate to career opportunities and the future of the food industry. Understand the physical, emotional and mental demands of this industry. Judge whether the culinary or hospitality profession suits their tastes and career interests. <p>Mid Term Exam</p>	
6		<ul style="list-style-type: none"> Discuss the attributes of a professional chef. 	

		<ul style="list-style-type: none"> • Demonstrate service skills that provide exceptional customer service. 	
7		<ul style="list-style-type: none"> • Discuss social, economical, and seasonal reasons for menu selections. • Evaluate career opportunities through field trips and guest speakers in class. 	
8		<ul style="list-style-type: none"> • Demonstrate basic food safety and sanitation principles followed in the industry. 	
9		<ul style="list-style-type: none"> • Understand sustainable standard operating procedures for the industry. • Understand the concept and importance of the Farm to Table relationship. 	
10		<ul style="list-style-type: none"> • Understand math, reading, and speaking skills necessary to be successful in the industry, 	
11		Final Exam	

Section 2. Proposal Information

Course Developer:

Dr. Lisa Aherin

Date: Spring, 2011

Catalog year to take effect:

2011-12

Type of Proposal

☐ New course

☐ Currently 199 or 299

☐ Experimental Course

☒ 199 Special Studies

☐ 299 Trends

☐ Revised course (If increasing credits, use credit change form)

☐ Reactivated course with no change

☐ Reactivated course with changes

Type of Course:

☐ Lower Division Collegiate (transfer)

☒ Professional/Technical (required or elective)

☐ Developmental, numbered below 100

Rationale:

How does this proposal further the goals of the program or department?

This course will expose potential students at Lane Community College to the Culinary/Hospitality industry for admission into the Culinary Arts and Hospitality Management instructional programs. The broad nature of the course curriculum will give an academic foundation to both of these career-technical program, giving potential students a “gateway” class for successful progression and completion.

What assessment evidence supports this proposal?

Attrition in the Culinary Arts program is most apparent between the first and second term of the Two-year AAS degree. The Hospitality Management industry is not as widely recognized as a career option or a career-technical major. This course will aid in a potential student’s decision to become a Culinary Arts or Hospitality Management student, giving them immediate exposure to this industry.

How do you know there is a demand for this course?

In preparation of the new RTEC Center in Building 10, the HS Connections Director requested the Culinary Arts and Hospitality Management program in 2010-11 to develop this course.

Section 3. Curriculum Equity (<http://www.lanecc.edu/cops/curric.htm>)

To promote an environment where all learners are encouraged to develop their full potential, this course will support Lane's Curriculum Equity policy in the following way(s):

- Using culturally and ethnically diverse persons as guest speakers;
- Using materials which present a significant number of instances of fully integrated human groupings and settings to indicate equal status and non-segregated social relations;
- Portraying women and men from diverse cultural and ethnic backgrounds in a wide range of roles;
- Using gendered examples equally when illustrating theories and concepts;

Section 4. For revised courses only: PREVIOUS Catalog/Course Information:

Course Number: _____ Course Title in Banner: _____ (30 characters maximum)

Full Course Title in print catalog:

Prerequisites:

Co-requisites:

Grade Option: ☐ Graded (with P/NP option) ☐ Pass/No Pass only

Number/Type Credits	Term Minimum Contact	Term Maximum Contact	11-Week Term Contact
__ Lecture	__ hours (lecture credits x 10)	__ hours (lecture credits x 12)	__ hours (lecture credits x 11)
__ Lec/Lab	__ hours (lec-lab credits x 20)	__ hours (lec-lab credits x 24)	__ hours (lec-lab credits x 22)
__ Lab	__ hours (lab credits x 30)	__ hours (lab credits x 36)	__ hours (lab credits x 33)
__ Total credits (sum)	__ Total hours (sum)	__ Total hours (sum)	__ Total hours (sum)

Course Description:

What will change? ☐ Course Number ☐ Title ☐ Course Description ☐ Credit hours ☐ Contact hours

Section 5. Support Courses (New Professional/Technical course proposals must complete.)

Professional/Technical courses are tracked within programs for purposes of Carl Perkins funding and budgetary planning. Indicate all degree or certificate programs for which this course will be required.

Program	Division
Culinary Arts Program	Conference and Culinary Services
Hospitality Management Program	Conference and Culinary Services

Section 6. Overlap Courses (New course proposals must complete.)

While overlap of course materials is not necessarily a flaw, duplication of course materials may lead to inefficient use of college resources. If there is overlap, the faculty of overlapping courses must agree on the extent of overlap and attach a rationale explaining its necessity.

Indicate all departments/courses that this course may overlap. Division Dean of existing course enters one of two options at right. Note: N/A is not an option.

Options:

1. No overlap.
2. Approved: overlap is acceptable. Rationale attached.
3. Disapproved: reasons attached.

Division	Course Number / Title	% Overlap	Option	Division Dean of existing course (Signature required for all options)	Date
CAHM	HRTM 105	20%	2		

CAHM	HRTM 106	20%	2		
CAHM	CA 160	20%	2		

Section 7. Qualification to fulfill degree requirements (complete all relevant forms, available at <http://www.lanecc.edu/currshed/index.html> and send to Mary Brau for the Degree Requirements Review Committee):

☐ Form(s) applying for the following degree requirement status have been attached. (Only check this box when forms have been completed and attached.)

AAOT, ASOT-Bus, OTM:

- ☐ Arts & Letters
- ☐ Social Sciences
- ☐ Science /Computer Science
- ☐ Mathematics

AAOT:

- ☐ Cultural Literacy Option

AAS, 1-year and 2-year certificates:

- ☐ Human Relations

Section 8. Library Impact Statement

Under accreditation standards, Library consultation is essential for new programs, new courses and for substantively revised courses when the revisions entail any change in library use.

What assignments will require the use of library and information resources?

Group Projects and Class Exercises

Weekly Assignments – Written and/or Oral; Research Paper

Each academic area has a Liaison Librarian (<http://www.lanecc.edu/library/services/liaison.htm>). Contact the designated librarian to discuss the library needs of your course. Please allow the librarian at least one week to assess library resources.

To be completed by Liaison Librarian:

☐ Library resources are adequate to support this proposal.

☒ Additional resources are needed but can be obtained from current funds.

☐ Significant additional Library funds/resources are required to support this proposal.

Liaison Librarian

Date

Section 9. Divisional Approval (To be completed by Division Chair and Administrative Assistant)

Human, Physical, and Financial Resources:

☒ Additional instructional costs (staff, materials, services or facilities) will be incurred to offer this course. Source of funding:

☐ No additional instructional resources (staff, materials, services or facilities) are needed to offer this course.

Explain:

Required Certifications:

☐ We have developed minimum course certification standards according to the COPPs procedure "Instructor Qualifications: Credit," to be filed with ASA upon course approval.

☐ We have completed faculty certification form(s) for faculty qualified to teach this course, to be filed with ASA and Human Resources upon course approval.

Fees:

☐ We have completed fee rationale and fee request forms to be submitted to ASA upon course approval, in compliance with the COPPs procedure, "Fees: Special"

☒ No special fees will be required for this course.

Divisional Recommendation:

☐ The Division Chair and Administrative Assistant have reviewed this course proposal and kept a copy for divisional files.

☒ Faculty review of this course was completed within the division on April, 2011.

☒ Pass ☐ Do Not Pass

Administrative Assistant/Coordinator

Date

Academic Dean

Date

Section 10. College Approval

Curriculum Committee Chair

Date

Executive Dean for Academic Affairs

Date

Curriculum Approval Committee hearing:

Date

Vice President for Academic &
Student Affairs

Date