COURSE TITLE: HRM 202 - Quantity Food Production and Service

CREDITS/HOURS: 3 credits; 1 hour lecture, 4 hours laboratory

COURSE DESCRIPTION: Concentrates upon the student operation of a cafeteria-type food service facility under an instructor's supervision. Students experience all phases of an institutional food service operation through rotating laboratory assignments which include menu preparation, cooking, and service.

PREREQUISITE HRM 103.

MEANS OF ASSESSMENT: The course will provide students with an opportunity to identify and utilize all available resources necessary for the preparation and service of meals produced for quantity food service in the various settings by:
1. Applying appropriate methodology to the planning of standardized meals for quantity preparation and service in the institutional cafeteria setting;
2. Investigating techniques used to determine yields and portion sizes, and to adjust, round, and otherwise modify recipes' yields for use in quantity meal preparation;
3. Practicing preparation and service for various menu items through rotational laboratory assignments;
4. Supervising preparation, service, display, sanitary handling and storage of foods and leftovers in the practicum for which the participant has supervisory responsibilities; and
5. Implementing recommended sanitation and safety techniques in the handling, preparation, storage and service of food and supplies.

COURSE CONTENT: The course will allow students to apply the foundations learned in the basic preparation course to the quantity production and service of foods in an on-campus, student-managed cafeteria. Further, the planning process will include an actual supervisory experience in the administrative areas addressing staffing problems, food
production forecasting, specification purchasing, ordering, storage and inventory problems, equipment utilization, and various serving techniques. In addition, computer technology will be utilized whenever feasible in each of the administrative areas.


TOOLS AND SUPPLIES: Required
Proper laboratory attire including chef's coat/jacket, apron, head covering, vinyl or latex gloves, leather shoes with rubber soles, calculator.

OPTIONAL
Set of professional knives, sharpening steel, cutting, carving, and other food preparation utensils.

OPTIONAL LABORATORY REFERENCE: The Culinary Institute of America. The new professional chef.

EVALUATION AND GRADING:
Grades will be weighted as follows:

Class participation and student-employee management 50%
1. The student as an employee in the laboratory (25%)
2. The student as a manager in the laboratory (25%)

Written examinations and administrative assignments 50%
3. Administrative assignments - (30%)
4. Final examination - (20%)

COURSE REQUIREMENTS
All laboratory practicums will be graded.
When a student is absent from one or more classes, a grade cannot be recorded for those absences or quizzes administered on those days since the student was not there to earn a grade.

There will be no make-up exams. However, students will take a comprehensive Final Exam on a make-up day for all missed exams.
The attendance book will be available during the class; be sure to check in, otherwise you will be carried in the roll book as being absent. In addition, A GRADE OF INCOMPLETE FOR THE COURSE OR A LOWER GRADE-POINT AVERAGE WILL BE ISSUED UNTIL THE PRACTICUM OR PRACTICUMS HAVE BEEN MADE-UP.

If the student's schedule and the instructor's office hours conflict, an appointment must be made to meet with the instructor at a time which is convenient to both. It is the student's responsibility to discuss any problem he/she may have in this course with the instructor as soon as possible, so that counseling, advice and/or tutoring can be arranged if needed.

The use of cell phones in class is prohibited. CELL PHONES MUST BE TURNED OFF WHILE IN CLASS. If a cell phone rings while a student is in class, the student will be asked to leave and will be considered absent for the day.

If the student MUST receive an emergency call during class, the cell phone MUST be on vibrate or other noiseless indicator, and the student will leave the class quietly so as not to disturb the instructor or other students. If an emergency call is expected, the student must notify the instructor before the class starts.

Students who require accommodations by the Americans with Disabilities Act (ADA) can request support services from the Office of Specialized Services of Bergen Community College, 201-612-5270 or http://www.bergen.edu/pages/676.asp.

NOTE: A student's class participation, attitude, and observed effort will be considered in determining the student's class mark for EACH laboratory. The class mark is a component of the final grade.
OTHER COLLEGE, DIVISIONAL, & DEPARTMENTAL POLICY STATEMENTS

STUDENT AND FACULTY SUPPORT SERVICES

The Distance Learning Office – for any problems you may have accessing your online courses Room C-334 201-612-5581; psimms@bergen.edu; Smarthinking Tutorial Service On Line at: www.bergen.edu/library/learning/tutor/smart/index.asp The Tutoring Center Room L-125 201-447-7908 The Writing Center Room L-125 201-447-7908 The Online Writing Lab (OWL) On Line at: www.bergen.edu/owl The Office of Specialized Services (for Students with Disabilities) Room S-131 201-612-5270 www.bergen.edu/oss. The Sidney Silverman Library – Reference Desk Room L-226 201-447-7436

Special Note on the Tutoring Center The Henry and Edith Cerullo Learning Assistance Center encompasses the Tutoring Center, the English Language Resource Center, and the Writing Center. The website of the Learning Assistance Center is located at www.bergen.edu/pages/2192.asp. Tutoring services are available for this course in the Tutoring Center. I strongly recommend that you make use of those services as we progress through the semester. As listed above, the Tutoring Center is located in Room L-125, and its phone number is 201-447-7908. You can also make appointments for tutoring online through the BCC Virtual Campus, which is located at www.bergen.edu/pages/2864.asp. Click on the link for the "Tutoring Appointment System."


BIBLIOGRAPHY AND RESOURCES:


Cornell University. The essentials of good table service. School of Hotel Administration, Cornell University, Ithaca, NY 1975.

Cornell University. Quantity recipes. School of Hotel Administration, Cornell University, Ithaca, NY 1970.


Chesser, J.W. The art and science of culinary preparation. Educational Institute of The American Culinary Federation, St. Augustine, FL 1992


Guthrie, R.K. Food sanitation, 2nd ed. AVI Publishing Co., Westport, CN 1980


USDA. Labor utilization and operating practices in commercial


Zaccarelli, H. and Maggiore, J. Menu planning: Food purchasing and management. R.H.I.M.I., Purdue University, Lafayette, IN 1962.