HRM 203 Beverage Management

Date of Most Recent Syllabus Revision:
Course Typically Offered: Fall ___ Spring ___ Summer ___ Every Semester ___ Other ________________
Syllabus last reviewed by: BCC General Education Committee ___ Date: ____________
(Most courses need review) Ad Hoc Committee on Learning Assessment ___ Date: ____________
by only one of the following) Curriculum Committee: ___ Date: SPRING 2019

Basic Information about Course and Instructor

Semester and year:
Course and Section Number: HRM 203 Beverage Management
Meeting Times and Locations:
Instructor:
Email Address:
Office Location:
Phone:
Departmental Secretary: Linda Karalian, 201-447-7214, lkaralian@bergen.edu
Office Hours:

Course Description:

Official Catalog Course Description

This course is a study of beverage service in the hospitality industry, and covers the history, sources, production, uses, marketing, control, and legislation pertaining to alcoholic and non-alcoholic beverages. Bartending skills, mixology, tastings and beverage service in hands-on settings are
studied. Food and beverage pairings are explored. This course prepares students for TIPS and ServSafe Alcohol certification examinations.

**Hours:** Lecture [1.00]. Lab [2.00].
2 credits
**Prerequisites:** HRM-101
**Co-requisites:** None
**Cross Listed Courses:** None

### Student Learning Objectives:

As a result of meeting the requirements in this course, students will be able to:

1. Identify levels of intoxication and methods to control consumption by guests
2. Explain the sources, production, presentation and service of alcoholic and non-alcoholic beverages
3. Streamline an internal beverage control system
4. Develop a food and beverage pairing menu
5. Relate local, state, and federal laws pertaining to the service and purchase of alcoholic beverages

### Means of Assessment

The major assessment types (means of assessment) utilized in this course are graded class participation, objective tests and examinations, presentations, and student projects (individual). There are also nationally-recognized TIPS and ServSafe Alcohol certification examinations.

### Course Content

This course is intended to prepare students to identify and explain the sources, production, use, service, and legal aspects of alcoholic and non-alcoholic beverages in all facets of the hospitality industry. It involves tasting and identifying the types of food to be paired with beverages, thereby preparing students to recommend various types of beverages to include on the menu. It also prepares students to execute the necessary steps to reduce overserving of alcoholic products. Therefore, the course includes the following mandatory components:

1. Daily discussion of beverages and their place on the menu
2. Explaining proper ways to manage alcoholic beverage service
3. Differentiating the sources, methods of production, taste and service of various types of hot and cold beverages

### Course Content

In addition to all of the scheduled topics and assessments, ServSafe Alcohol is a nationally-recognized industry certification by the National Restaurant Association. The textbook for preparation of this examination is available in the BCC bookstore. Materials for TIPS certification are available online.

### Special Features of the Course

The use of learning technologies in the course (Internet, PowerPoint, Prezi, Moodle, etc.) is necessary to help you succeed in this course and in the industry.
Course Texts and/or Other Study Materials

Required
ISBN: 9780470248454


Grading Policy

The grading system used for this course will combine the following:

- **Quizzes**: 35%
- **Assignments & Presentations**: 25%
- **Midterm Examination**: 10%
- **Final Examination**: 20%
- **Class participation**: 10%

On ServSafe Alcohol exam day, ServSafe Alcohol examinees must furnish a ServSafe answer sheet, which usually comes with the book. This exam is also available to be taken on your own online when you feel ready. However, it is strongly recommended that you wait until the relevant lectures have been completed so that you can be better prepared to take the exam.

Course Outline and Calendar

<table>
<thead>
<tr>
<th>Session</th>
<th>Date(s)</th>
<th>Topic</th>
<th>Chapters</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>Course Introduction &amp; History; Responsible Beverage Service Alcoholic Awareness, Regulatory Bodies and Laws</td>
<td>1, 2, 16; ServSafe Alcohol</td>
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<tr>
<td>2</td>
<td></td>
<td>Alcoholic Awareness, Regulatory Bodies and Laws (Cont’d)</td>
<td>16; ServSafe Alcohol; TIPS Online Resource</td>
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<tr>
<td>3</td>
<td></td>
<td>Alcoholic Awareness, Regulatory Bodies and Laws (Cont’d)</td>
<td>16; ServSafe Alcohol; TIPS Online Resource</td>
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<td>4</td>
<td></td>
<td><strong>ServSafe Alcohol &amp; TIPS Examinations</strong></td>
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<td>5</td>
<td></td>
<td>Developing the Beverage Line</td>
<td>3 &amp; 4</td>
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<tr>
<td></td>
<td>Non-Alcoholic Beverages; ServSafe Alcohol &amp; TIPS Examination Retakes (As needed)</td>
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<td>7</td>
<td>Non-Alcoholic Beverages (Cont’d)</td>
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<td>8</td>
<td>Midterm Examination</td>
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<td>9</td>
<td>Wines I</td>
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<td>10</td>
<td>Wines II</td>
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<tr>
<td>11</td>
<td>Beers I</td>
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<td>12</td>
<td>Beers II</td>
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<tr>
<td>13</td>
<td>Spirits I</td>
<td></td>
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<tr>
<td>14</td>
<td>Spirits II; Review for Final Examination</td>
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<td>15</td>
<td>Final Examination</td>
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**Notes to Students:**

1 - Syllabus may change due to unforeseen circumstances or to take advantage of educational opportunities.

2 – The instructor will provide Moodle and in-class updates on test, presentation, and assignment due dates.

3 – Please log on to Moodle for handouts that are not distributed in hard copy form.

**Attendance Policy**

All students are expected to attend every scheduled meeting of each course in which they are registered. It is understandable there are times you may not be able to attend a session, or part thereof. In such cases, you are responsible for checking with the instructor, Moodle, classmates, etc. to be up to date on any work missed. You must also inform the instructor of any missed scheduled tests or presentations before class start time in order to request a make-up. Attendance will be kept by the instructor for administrative and counseling purposes. Assignments that are due by electronic submission are still due at the beginning of the scheduled class even if you are not present in class. A 5% per business day reduction will occur for late work submission, unless you had received an excused extension from your instructor before the assigned due date. (Ex. Monday to Tuesday = 1 business day)
Overall Class Participation (up to 10 performance points)
Class participation by students (including regular and timely attendance and active engagement in
class sessions) is an essential part of this course. I expect you to participate actively and
constructively in our class sessions in ways that show respect and courtesy to me and to your
classmates. As we proceed through the semester, there will be class discussions on all of the major
topics covered in the course. You are required to participate actively in our discussions and other
class activities. (You are also free to generate online discussions in the Moodle Forum. Such online
discussions are not required. They are completely up to you and other members of the class.
Online discussion activity will not affect your grade one way or another.)

"Plus" behaviors: To earn points for class participation, you must (1) attend class regularly and on
time and not leave early; (2) be well-prepared for class by doing all assigned reading and other
out-of-class assignments ahead of time; (3) participate voluntarily, actively, intelligently, and
constructively in class discussions; (4) do all in-class assignments; (5) show a positive and serious
attitude toward the course; and (6) utilize frequently and actively the materials and facilities on
the Moodle site.

"Minus" behaviors: Behaviors such as the following will result in your losing points for class
participation: (1) being absent from or late for class; (2) leaving class early; (3) continually walking
out of and coming back into class; (4) sleeping in class; (5) being inattentive to class lectures and
discussions; (6) behaving inappropriately in class (e.g., acting silly; conducting private
conversations in the back of the room; utilizing cell phones, headphones, and other distracting
devices in class; eating, drinking, or chewing gum in class; defacing classroom furniture; etc.); (7)
being impolite, rude, or discourteous to me or to your classmates; (8) not being adequately
prepared for class; (9) showing a negative or frivolous attitude toward the course; (10) Not
utilizing the materials and facilities on the course website.

Other College Policy Statements

| Code of Student Conduct:                                      |
| Statement on plagiarism and/or academic dishonesty:           |
| Please read pages 8 – 9 in the above link. Students are not excused from the penalties for not being aware of or for not having read the policies set forth regarding plagiarism and other forms of academic dishonesty. |
| ADA Statement:                                               |
| Students who require accommodations in accordance with the Americans with Disabilities Act (ADA) can request these services from the Office of Specialized Services. To learn more about how to apply for services, please visit http://www.bergen.edu/oss. |
| Note: Those who have completed the OSS paperwork and received accommodations during previous semesters might not be automatically eligible in subsequent semesters in every case. |