

# HOSPITALITY, CULINARY, MANAGEMENT (HCM)

## HCM-100 Sanitation and Safety (2)

Studies basic principles of bacteriology, food borne illness, sanitation, workplace safety, personal hygiene, food security, health regulations and inspections. Emphasizes the importance of sanitary equipment and facilities, and pest control. Students must complete the National Restaurant Association Educational Foundation certification exam to pass this course. Arts & Sciences Elective Code: B  
*Hours per week:* 2.0 lecture

## HCM-109 Kitchen Essentials (1.5)

Familiarizes students with standard operating procedures, employee practices and the tools and equipment used in a commercial food service operation. Students practice skills in work simplification, equipment operation and cleaning, recipe writing and standardization. Emphasizes food sanitation, personal hygiene and safety in the kitchen. Arts & Sciences Elective Code: B  
*Hours per week:* 0.5 lecture, 2.0 lab

*Corequisite:* Take HCM-100. Take HCM-260.

## HCM-117 Bakery Basics (3)

Provides theory on basic baking methods and lab experience in preparing bakery products. Emphasizes yeast products, quick breads, pies, cakes, pastry doughs, custards, puddings and cookies. Stresses bakery procedures, scaling techniques, weighing, measuring, use and care of equipment, sanitation and safety, work simplification, costing and the production of high quality baked products. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 4.0 lab

*Prerequisite:* Take HCM-109.

*Pre/corequisite:* Take HCM-100. Take HCM-260.

## HCM-122 International Breads (3)

Provides expanded theory on bread baking, and additional lab experience in preparing yeast and quick bread products. Includes identification of special ingredients, traditional shaping techniques, costing and selection of ingredients, preparation procedures, use and care of bakery equipment, sanitation and work simplification. Introduces the history and traditional uses of breads. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 4.0 lab

*Prerequisite:* Take HCM-117. Take HCM-125. Take HCM-126.

## HCM-123 International Pastries (3)

Provides additional theory and lab experience in preparing pastries representative of cultural traditions of the world. Stresses bakery procedures, use and care of equipment of bakery equipment, sanitation, safety, work simplification, costing and production of high quality pastry items. Includes research into cuisines of the world and associated pastries. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 4.0 lab

*Prerequisite:* Take HCM-117. Take HCM-126.

*Corequisite:* Take HCM-125.

## HCM-125 Basic Cake Decorating (1)

Provides instruction for the beginning cake decorator. Emphasizes practical border work, cake writing, figure piping, flowers, wedding cake assembly and airbrushing. Students utilize decorator's tools, practice basic decorating design, techniques and develop artistic creativity. Equipment required. Arts & Sciences Elective Code: B  
*Hours per week:* 2.0 lab

*Prerequisite:* Take HCM-100.

## HCM-126 Science of Baking (2)

Introduces food science principles as applied to baking and pastry arts. Explores the functions of bakery ingredients using scientific methods. Students create, compare and revise recipes with an emphasis on quality, nutrient content and cost. Introduces sensory evaluation of food. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 2.0 lab

*Prerequisite:* Take HCM-100.

## HCM-138 Food Fundamentals (3)

Studies the composition of foods and the scientific principles involved in food preparation. Emphasizes basic food handling competencies and cookery techniques. Students work with herbs, spices, dairy, eggs, fruits, vegetables, starches, stocks, sauces and soups, learning to produce quality products. Focuses on the development of proper kitchen procedures, use and care of equipment, sanitation, safety, cost control and efficient work methods. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 4.0 lab

*Prerequisite:* Take HCM-147.

*Corequisite:* Take HCM-100. Take HCM-260.

## HCM-140 Fabrication (3)

Studies the fabrication of meats including beef, pork, poultry, lamb, fish and seafood in a lab setting. Stresses proper cooking methods for various items and cuts, and the importance of cooking and yield tests. Emphasizes proper kitchen procedures, use and care of equipment, sanitation, safety, cost control and efficient work methods. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 4.0 lab

*Prerequisite:* Take HCM-161.

## HCM-147 Culinary Techniques (1.5)

Introduces fundamental cookery methods in a blended lab and theory environment. Explores the theory behind cookery methods before applying that theory when producing various dishes. Introduces moist heat, dry-heat and combination cookery methods. Emphasizes knife skills and the use and care of kitchen equipment, sanitation, safety, kitchen procedures, cost control and efficient work methods. Arts & Sciences Elective Code: B  
*Hours per week:* 0.5 lecture, 2.0 lab

*Pre/corequisite:* Take HCM-100. Take HCM-260.

### **HCM-161 Stocks and Sauces (1.5)**

Develops student understanding of and practical skills in the production of stocks, sauces and a variety of condiments. Emphasizes modern and classical sauce techniques. Develops general kitchen production skills through repeated performance. Reinforces proper use and care of equipment, sanitation, safety, cost control and efficient work methods.

Arts & Sciences Elective Code: B

*Hours per week:* 0.5 lecture, 2.0 lab

*Prerequisite:* Take HCM-100. Take HCM-138.

### **HCM-190 Bakery Essentials (1)**

Familiarizes students with standard operating procedures, and the tools and equipment used in a commercial bakery. Students practice skills in: work simplification, mixing techniques, ingredient identification, equipment operation and cleaning, recipe writing and standardization. Emphasizes food sanitation, personal hygiene and safety in the bakery.

Arts & Sciences Elective Code: B

*Hours per week:* 2.0 lab

*Corequisite:* Take HCM-100.

### **HCM-207 Menu Planning (1.5)**

Studies the principles of menu marketing and management. Focuses on writing and analyzing menus for various population groups, types of food service facilities and service styles. Arts & Sciences Elective Code: B

*Hours per week:* 1.5 lecture

*Prerequisite:* Take HCM-138.

### **HCM-213 Service Management (Lab) (4)**

Allows students to perform as supervisors and managers in the dining areas. Requires management techniques and theories in working with others to create a successful restaurant environment, under the direction of professional staff. Emphasizes computer application in analyzing food and beverage costs, labor costs and other operating costs as applied to The Class Act restaurant. Arts & Sciences Elective Code: A

*Hours per week:* 2.0 lecture, 6.0 clinical

*Prerequisite:* Take HCM-100. Take HCM-260. Take HCM-279. Take HCM-354.

### **HCM-231 Nutrition (2)**

Reviews basic nutritional concepts in relation to current health concerns and the food service industry. Practices recipe and menu modification to improve nutrition. Prepares students for the national certification test by the National Restaurant Association Educational Foundation. Arts & Sciences Elective Code: B

*Hours per week:* 2.0 lecture

### **HCM-251 Purchasing, Receiving and Inventory (2)**

Studies principles in purchasing, receiving, issuing and inventory management. Emphasizes cost management techniques. Practices skills in a clinical lab experience supervised by the purchasing manager of The Hotel at Kirkwood Center. Arts & Sciences Elective Code: B

*Hours per week:* 1.5 lecture, 1.5 clinical

*Prerequisite:* Take HCM-100. Take HCM-260.

### **HCM-256 Cost Control and Merchandising (3)**

Defines and describes the cost control process in a foodservice operation. Emphasizes cost control methods in the purchasing, receiving, storage, production and service stages. Practices specification writing, recipe costing, menu pricing and product yield tests. Offers basic instruction in bakery merchandising, and opportunities to create bakery product displays. Arts & Sciences Elective Code: B

*Hours per week:* 3.0 lecture

*Prerequisite:* Take HCM-260.

### **HCM-260 Hospitality Math (3)**

Reviews the fundamentals of mathematics, including calculating percent, ratios, decimals, fractions, weights and measures, and introductory algebra concepts. Emphasizes application of mathematical fundamentals to a variety of culinary and hospitality uses. Provides instruction in equivalencies, recipe costing and conversion, calculating food and labor cost percentages, baker's percentages, yield conversions, and selling prices. Arts & Sciences Elective Code: B

*Hours per week:* 3.0 lecture

### **HCM-268 Baking for Dietary Restrictions (2)**

Provides fundamental knowledge necessary to accommodate baking for customers with restrictive dietary needs, including diabetes, celiac intolerance, heart conditions and common allergies. Focuses on comparing, revising and producing recipes in a lab environment, with an emphasis on evaluating product quality and ingredients relative to special needs baking. Arts & Sciences Elective Code: B

*Hours per week:* 1.0 lecture, 2.0 lab

*Prerequisite:* Take HCM-100. Take HCM-117. Take HCM-122. Take HCM-123. Take HCM-126. Take HCM-260.

### **HCM-269 Garde Manger (lab/lec) (1.5)**

Introduces basic cold food preparation and presentation, including sandwiches, salads, salad dressings and simple cold appetizers. Emphasizes proper kitchen procedures, use and care of equipment, sanitation, safety, cost control and efficient work methods. Arts & Sciences Elective Code: B

*Hours per week:* 0.5 lecture, 2.0 lab

*Prerequisite:* Take HCM-100. Take HCM-138.

### **HCM-279 Hospitality Accounting (3)**

Provides an understanding of basic accounting concepts and procedures relevant to hotel and food service operations. Instructs students in recording transactions, understanding financial statements, managing inventory, payroll problems, occupancy issues and other special topics. Arts & Sciences Elective Code: B

*Hours per week:* 3.0 lecture

*Prerequisite:* Take HCM-260.

### **HCM-288 Introduction to Hospitality II (1)**

Explores the hospitality / foodservice industry with emphasis on a variety of industry segments and influences including fine dining, independent operations, health services, institutional operations. Provides career planning, career development and goal setting, and portfolio development. Arts & Sciences Elective Code: B

*Hours per week:* 1.0 lecture

*Prerequisite:* Take HCM-321.

**HCM-289 Wedding Cake Decorating (2)**

Provides theory and experience in designing and preparing traditional and contemporary multi-layered wedding cakes. Studies current trends related to wedding cake production. Arts & Sciences Elective Code: B  
*Hours per week:* 4.0 lab

*Prerequisite:* Take HCM-125.

**HCM-310 Hospitality Law (3)**

Reviews legal subjects relevant to the hospitality industry. Emphasizes government regulations, food and liquor liability, patron rights and safety, employer/employee rights and responsibilities, the court system, and business management. Arts & Sciences Elective Code: B  
*Hours per week:* 3.0 lecture

**HCM-321 Introduction to Hospitality Industry (1)**

Develops an understanding of the hospitality industry and career opportunities in close cooperation with the college's Career Services department. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture

**HCM-329 Advanced Garde Manger (3)**

Studies advanced techniques in cold food preparation and presentation techniques. Emphasizes chaudfroid, aspics, pates, galantines, ballotines, terrines, hors d'oeuvre, charcuterie and food decorating. Focuses on proper kitchen procedures, use and care of equipment, sanitation, safety, cost control and efficient work methods. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 4.0 lab

*Prerequisite:* Take HCM-140. Take HCM-269. Take HCM-381.

**HCM-330 Hospitality Personnel Management (3)**

Introduces the functions of human resource management, including, planning, communicating, recruiting, hiring, training, coaching, counseling, discipline, performance evaluation, termination and labor relations. Emphasizes the legal issues related to managerial decisions, motivation and managing diversity. Students are certified by the National Restaurant Association Educational Foundation upon successful performance on the national test. Arts & Sciences Elective Code: B  
*Hours per week:* 3.0 lecture

**HCM-342 Hospitality Events and Catering (BOH) (3)**

Applies and refines, in a rigorous practical setting, competencies mastered in previous coursework within the Culinary Arts program. Explores back-of-the-house management skills through demonstration to plan, produce and successfully execute catering events of The Hotel at Kirkwood Center. Emphasizes quality product and service, financial performance, teamwork and customer satisfaction, along with demonstrated mastery of refined competencies. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 6.0 clinical

*Prerequisite:* Take HCM-117. Take HCM-207. Take HCM-358. Take HCM-932.

**HCM-349 Advanced Baking and Pastry (2)**

Provides expanded theory and extended application of baking and pastry skills fundamental to industry. Includes further identification and use of specialized ingredients, exposure to traditional and contemporary preparation and production techniques, and critical evaluation of high quality baked, pastry, sugar, and chocolate items. Arts & Sciences Elective Code: B  
*Hours per week:* 4.0 lab

*Prerequisite:* Take HCM-123.

**HCM-351 Advanced Cake Decorating (2)**

Provides advanced skills in the art of cake decorating, including fondant icing and its use in the baking industry; designing tiered and multi-leveled cakes; and making decorations and floral arrangements with gum paste. Arts & Sciences Elective Code: B; Comments: Equipment needed.  
*Hours per week:* 4.0 lab

*Prerequisite:* Take HCM-125.

**HCM-354 Service Techniques (2)**

Defines and describes points of service in restaurant and banquet functions. Discusses sales techniques, cash handling standards, methods of customer satisfaction, and other topics related to the smooth operation of any restaurant or catered event. Requires hands-on experience at breakfast, lunch and dinner in a full-service restaurant. Emphasizes proper service procedures, cost control and efficient work methods. Arts & Sciences Elective Code: B  
*Hours per week:* 1.0 lecture, 3.0 clinical

*Prerequisite:* Take HCM-100.

**HCM-356 Beverage Fundamentals (3)**

Identifies characteristics of alcoholic beverage classifications including wine, beer and spirits, and also non-alcoholic beverages that includes tea and coffee. Introduces essentials of beverage service including beverage classifications, characteristics, tasting and pairings with food. Examines fermentation, brewing, distillation, coffee roasting, espresso beverage production. Arts & Sciences Elective Code: B  
*Hours per week:* 3.0 lecture

**HCM-358 Applied Culinary Skills (1)**

Synthesizes existing culinary skills through application of cooking techniques using a diverse range of ingredients. Provides students with opportunity to integrate theoretical knowledge with practical application to plan, produce, and critically evaluate dishes in accordance with industry standards. Arts & Sciences Elective Code: B  
*Hours per week:* 2.0 lab

*Prerequisite:* Take HCM-381.

*Corequisite:* Take HCM-932.

**HCM-381 International Cuisine (4.5)**

Introduces various international cuisines and their ingredients, preparation methods and cultural influences. Provides further practical experience in preparing quality food, and practice in following standard recipes to prepare a variety of dishes with varying degrees of difficulty. Requires work produced individually, independent of others in class. Emphasizes critical thinking skills as students evaluate their completed dishes. Reinforces proper kitchen procedures, care and use of equipment, sanitation, safety, cost control and efficient work methods. Arts & Sciences Elective Code: B

*Hours per week:* 1.5 lecture, 6.0 lab

*Prerequisite:* Take HCM-140.

**HCM-405 Culinary Competition (3)**

Provides skills and techniques for food preparation in culinary competitions based on American Culinary Federation competencies. Focuses on food production time management, protein fabrication, plate presentation and knife skills. Offers preparation for participation in culinary competitions to demonstrate refined practical skills. Arts & Sciences Elective Code: B

*Hours per week:* 6.0 lab

*Prerequisite:* Take HCM-381.

**HCM-530 Culinary Capstone (1)**

Integrates the skills, knowledge, professional qualities and attributes required by the industry. Integrates creation of a multi-course menu to demonstrate proficiency in crucial functions including ingredient preparation, fabrication, sauce production, application of classical cooking methods, mathematical decision-making, cost control, sanitation and nutritional analysis. Arts & Sciences Elective Code: B

*Hours per week:* 0.5 lecture, 1.0 lab

*Prerequisite:* Take HCM-329. Take HCM-207 or HCM-227.

*Pre/corequisite:* Take HCM-342.

**HCM-597 Front Office and Revenue Management (4)**

Presents a systematic approach to front office procedures and revenue management by detailing the flow of business through the entire guest cycle. Examines the various elements of effective front office management including forecasting and revenue management, front office planning and operation, and management of human resources. Requires students to perform various guest services duties throughout the front office. Revenue management and guest services content prepares the student for an internship experience. Arts & Sciences Elective Code: B

*Hours per week:* 2.5 lecture, 4.5 clinical

*Prerequisite:* Take HCM-600. Take HCM-601.

**HCM-599 Engineering and Risk Management (1)**

Provides exposure to various mechanical systems within a hotel, including fire suppression, heating and cooling, geothermal, kitchen and laundry equipment, surveillance systems, communication systems, alarm systems and guestroom security equipment, such as locks. Discusses guest protection and internal security for asset protection. Explores risk management and loss prevention issues and outlines OSHA regulations that apply to lodging properties. Arts & Sciences Elective Code: B

*Hours per week:* 1.0 lecture

*Prerequisite:* Take HCM-934. Take HCM-935.

**HCM-600 Introduction to Lodging Operations (2)**

Provides students with an overview of the lodging industry and how its functions are organized and operated. Introduces each of the seven traditional disciplines: general management, hotel sales, financial control, rooms operations, food and beverage operations, human resources, and physical plant maintenance. Emphasizes business ethics and effective communication. Arts & Sciences Elective Code: B

*Hours per week:* 2.0 lecture

**HCM-601 Housekeeping and Environmental Services (3)**

Provides principles and practical experiences of housekeeping management and its related functions of property-wide environmental services and laundry operations. Emphasizes direct day-to-day operations, from big-picture management issues such as inventory and human resources, to technical details for cleaning and maintenance of hospitality operational areas. Learn first-hand the duties of these various housekeeping functions. Arts & Sciences Elective Code: B

*Hours per week:* 1.5 lecture, 4.5 clinical

*Pre/corequisite:* Take HCM-600.

**HCM-603 Hotel Sales, Catering and Event Management (3)**

Examines sales department activities related to group and transient business. Includes developing leads, building relationships, closing the sale, servicing groups and account follow-up/maintenance. Discusses group meeting trends and practices. Reviews event management and further explores the discipline of revenue management to determine the applicability of revenue maximization strategies and their operational aspects. Experiences a professional sales, catering and event management department first-hand by working with The Hotel at Kirkwood Center's Sales and Catering staff. Arts & Sciences Elective Code: B

*Hours per week:* 2.0 lecture, 3.0 clinical

*Prerequisite:* Take MKT-110 or HCM-615. Take HCM-934. Take HCM-935.

**HCM-614 Leadership in Hospitality (3)**

Examines the profound difference between management and leadership in the hotel industry. Utilizes case studies to explore power and empowerment, quality management, high-performance teams, ethics and various management philosophies. Requires utilization of competencies mastered in previous course work within the Hotel Management program as students participate in The Hotel at Kirkwood Center's Manager on Duty (MOD) program. Performs MOD shifts during evenings, weekends and overnights. Arts & Sciences Elective Code: B

*Hours per week:* 2.0 lecture, 3.0 clinical

*Prerequisite:* Take HCM-934. Take HCM-935.

**HCM-615 Hospitality Marketing (3)**

Explores the process to plan and execute the conception of pricing, promotion, and distribution of ideas, goods and services. Creates hospitality-oriented exchanges to satisfy individual and organizational objectives. Teaches strategies for integrating a social media plan into the traditional marketing plan. Focuses on effective social media platforms to drive business and for beneficial responses to customer needs within hospitality. Arts & Sciences Elective Code: B

*Hours per week:* 3.0 lecture

*Prerequisite:* Take HCM-296. Take HCM-597.

**HCM-616 Hospitality Professionalism (1)**

Develops and recognizes leadership and teamwork utilizing a student professional organization, American Hotel and Lodging Association (AHLA). Involves students in club leadership and officer positions, industry trade shows and field trips. Offers community service projects to demonstrate social responsibility. Emphasizes experiential learning activities. Arts & Sciences Elective Code: B

*Hours per week:* 1.0 lecture

**HCM-618 Food and Beverage Operations (3)**

Focuses on the management of food and beverage operations in hospitality establishments. Includes restaurant, banquets, room service, and beverage operations, menu planning, and stewarding. Facilitates internships in hospitality operations. Arts & Sciences Elective Code: B

*Hours per week:* 3.0 lecture

*Prerequisite:* Take HCM-600. Take HCM-601.

**HCM-924 Honors Project (1)**

Allows a qualified honors student to pursue a special concentration of study under the guidance of a faculty member. Requires completion of an honors project contract. May be taken more than once. Arts & Sciences Elective Code: A; Comments: Requires approval of supervising professor and dean

*Hours per week:* 1.0 lecture

**HCM-928 Independent Study (1-3)**

Provides readings, papers and basic research or other projects under the individual guidance of a staff member. Arts & Sciences Elective Code: B; Comments: Permission of instructor, dean

*Hours per week:* 1.0 lecture

**HCM-930 Internship Seminar (3)**

Gains valuable hospitality industry experience through application and theory pertaining to personal and cohort experiences from within the student internship process. Focuses on creating student/mentor internship goals, cohort collaboration with other Hospitality Management interns, and reflective learning and assessment of student internship experience. Arts & Sciences Elective Code: B

*Hours per week:* 3.0 lecture

*Prerequisite:* Take HCM-597. Take HCM-618.

*Corequisite:* Take HCM-933.

**HCM-932 Internship (1-4)**

Provides an opportunity to receive on-the-job training within the hospitality industry. Maximizes exposure and training depth through learning experiences structured by the program coordinator and internship host. Arts & Sciences Elective Code: B

*Hours per week:* 4.0 internship

*Prerequisite:* Take HCM-597. Take HCM-602.

*Pre/corequisite:* Take HCM-213. Take HCM-599.

**HCM-933 Internship (1-4)**

Provides an opportunity to receive experience through on-the-job-training within the hospitality industry. Maximizes industry exposure and training depth through learning experiences structured by the program coordinator and training sponsor. Arts & Sciences Elective Code: B

*Hours per week:* 4.0 internship

*Prerequisite:* Take HCM-597. Take HCM-618.

*Corequisite:* Take HCM-930.

**HCM-934 Internship Seminar II (2)**

Builds practical internship supervisory experiences through exposure to operational management theory pertaining to personnel, guest services, and financial management from an operational perspective. Includes cohort collaboration with other Hospitality Management interns, and reflective learning and assessment of student internship experience. Arts & Sciences Elective Code: B

*Hours per week:* 2.0 lecture

*Prerequisite:* Take HCM-930. Take HCM-933.

*Corequisite:* Take HCM-935.

**HCM-935 Internship II (1)**

Provides an opportunity to receive supervisory experience through on-the-job-supervisor training at The Hotel at Kirkwood Center. Maximizes exposure and training depth through learning experiences structured with hospitality operations. Internship opportunities include such operational areas as Front Office, Housekeeping and Laundry, and Food and Beverage operations. Additional arrangements may be made to encompass other areas within The Hotel at Kirkwood Center. Arts & Sciences Elective Code: B

*Hours per week:* 4.0 internship

*Corequisite:* Take HCM-934.