

Tompkins Cortland Community College
Master Course Syllabus

Course Discipline and Number: HRMG 101
Course Title: Food Service and Preparation I

Year: 2025-2026
Credit Hours: 3

Attendance Policy: *To maintain good grades, regular attendance in class is necessary. Absence from class is considered a serious matter and absence never excuses a student from class work. It is the responsibility of all instructors to distribute reasonable attendance policies in writing during the first week of class. Students are required to comply with the attendance policy set by each of their instructors. Students are not penalized if they are unable to attend classes or participate in exams on particular days because of religious beliefs, in accordance with Chapter 161, Section 224-a of the Education Law of the State of New York. Students who plan to be absent from classroom activity for religious reasons should discuss the absence in advance with their instructors. See college catalog for more information.*

Services for Students with Disabilities: *It is the College's policy to provide, on an individual basis, appropriate academic adjustments for students with disabilities, which may affect their ability to fully participate in program or course activities or to meet course requirements. Students with disabilities should contact the Coordinator of Access and Equity Services, to discuss their particular need for accommodations. All course materials are available in alternate formats upon request.*

Course Description

Basic procedures and techniques for large quantity food preparation and service are covered. The study of sanitation, safety, equipment operation, food purchasing and preparation techniques, and table service are covered. Special projects in menu planning, purchasing, preparation, and services are required. Prerequisites: MATH 090 if required by placement testing; prior completion or concurrent enrollment in ENGL 100 and RDNG 116 if required by placement testing.
3 Cr. (3 Lec.) Occasionally.

Course Context/Audience

This is a required course for students in the Hotel and Restaurant Management A.A.S. degree program. This course gives students an overview of food preparation procedures; teaches them sanitation and safety; and prepares them to deal with customer service. It is a prerequisite for HRMG 102. In addition, the course is appropriate for someone with a general interest in food preparation techniques and food production operational procedures.

Basic Skills/Entry Level Expectations

Writing: WC College level writing skills are required. See course co-requisites or pre-requisites.
Math: M2 Completed MATH 090 (if needed) - Course requires only the use of basic mathematical skills.
Reading: R3 Course may be taken concurrently with RDNG 116.

Course Goals

By successfully completing this course, the student will

1. Become familiar with basic kitchen terminology and food production procedures.
2. Gain experience in production and problem solving techniques.
3. Know basic kitchen safety and sanitation procedures.

Course Objectives/Topics

Objective/Topic	# Hours
Students will be able to demonstrate an understanding of the history of the food service industry.	3 Hours
Students will be able to demonstrate their knowledge of the basics of Kitchen Sanitation and HAACCP.	9 Hours

Students will be able to demonstrate their knowledge of kitchen safety and safe equipment operation.	3 Hours
Students will be able to utilize various food preparation techniques.	3 Hours
Students will be able to describe cuts of meat, fish, and poultry and how to purchase and prepare them for customer service.	6 Hours
Students will be able to write menus and develop recipes for commercial and institutional food service.	3 Hours
Students will be able to describe the production methods for stocks, soups, sauces and thickening agents.	3 Hours
Students will be able to purchase and prepare salads, fruits, vegetables, and desserts.	3 Hours
Students will be able to utilize their knowledge to plan a menu, purchase food, prepare food and serve food to guests.	12 Hours

General Education Goals - Critical Thinking & Social/Global Awareness

CRITICAL THINKING OUTCOMES	HOW DOES THE COURSE ADDRESS THE OUTCOMES (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
Students will be able to ➤ develop meaningful questions to address problems or issues. ➤ gather, interpret, and evaluate relevant sources of information. ➤ reach informed conclusions and solutions. ➤ consider analytically the viewpoints of self and others.	This course introduces students to the concepts, theories and practical tasks and duties involved in planning and running a professional food operation. Class groups work together during the semester to design a menu concept and limited menu for a particular type of food establishment of their choosing. They will decide the type of community in which they will start the business. As part of this project they will need to study demographic and psychographic aspects of the potential market. They will design the menu and review what the major equipment requirements will be for the operation. In addition to coordinating the physical plant with the menu plan, the student will have the opportunity to research some common special expectations of both the local and international market. Examples are Kosher and Halal menu options, traditional breakfast operations for the business traveler (Japanese, Chinese, Indian)
SOCIAL/GLOBAL AWARENESS OUTCOMES	HOW DOES THE COURSE ADDRESS THE OUTCOMES (Include required or recommended instructional resources, strategies, learning activities, assignments, etc., that must or could be used to address the goal/outcomes)
➤ Students will begin to understand how their lives are shaped by the complex world in which they live. ➤ Students will understand that their actions have social, economic and environmental consequences.	The hospitality industry is the largest and fastest growing industry in the world. It touches all economic levels. The students will learn they will interact and need to understand people from many cultures – either as clients or as coworkers at their place of work. Discussions in class on via Angel will allow the students to discuss how the balance the needs of clients in the local as well as regional and international clients. Students will discuss what additional services they will provide. Discussions and decisions on whether the costs and expected are compatible will follow. Each operation will require a sustainability plan. Students will address what options are available for them to work with established recycling laws as well as what they can incorporate into their operation to control waste. Current events will be a weekly class discussion. Students research news and professional sources for subjects affecting the food industry. They will interpret why they chose the subject and whether they agree or not. Class discussion will follow the presentation of each article.

	With students working in groups, they will experience the interchange with other team members to share, challenge, and defend their various ideas.
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Instructional Methods

The instructor should use lectures and discussions supplemented by demonstration of various food production techniques. A field trip to a working kitchen to emphasize the importance of safety and sanitation is beneficial. Student projects allow the students the opportunity to apply their knowledge and demonstrate their ability. For distance learning sections, the instructor should use mini lectures, student experiential exercises, readings and student projects.

Methods of Assessment/Evaluation

Method	% Course Grade
Hourly examinations (written assignments and weekly discussion for distance learning students)	50%
Student Final Project (videotaped and sent in to instructor for distance learning students)	25%
Quizzes (weekly) for on campus students	15%
Menus- student prepared menus for both distance and on campus students	10%

Text(s)

Essentials of Professional Cooking, Gisslen, Wayne, Latest Edition, © 2004 Wiley

Bibliography

No print resources specified

Other Learning Resources

Audiovisual No resources specified
Electronic No resources specified
Other No resources specified