

SOUTHEAST COMMUNITY COLLEGE
COURSE SYLLABUS
Community Services and Extended Learning
Revision Date: 05-24-21

[Syllabus Statements](#)

I. CATALOG DESCRIPTION

Course Number: FSDT1884
Course Title: Management of Nutrition and Foodservice
Prerequisite(s): None
Co-requisite(s): None

Catalog Description: Covers a variety of management responsibilities including employment laws, staffing concerns, budgets, writing menus, standardizing and costing recipes, scheduling production of food and employees, food acceptance, quality control, unions, managing change and diversity, communication, staff development and personal professionalism.

Credit Hours: 4.0
Class Hours: 60
Total Contact Hours: 60

II. COURSE OBJECTIVES: *This course will:*

- A. Provide understanding of management responsibilities within food service.
- B. Explore organization of food service facilities.
- C. Describe food delivery systems.
- D. Identify management's responsibility in hiring, training and staffing a food service facility.
- E. Recognize the role of the manager in communicating with employees and other departments.
- F. Examine the manager's functions in purchasing, revenue generating, budgeting, salary and wage adjustments.
- G. Describe different service styles and menus commonly used in non-commercial foodservice settings.
- H. Identify how menus impact the nutrition and dining services.
- I. Define the steps in developing standardized recipes.
- J. Describe standards and procedures for food preparation.
- K. Differentiate between food productions systems.
- L. Define data needs for judging food preferences.
- M. Outline the importance of ergonomics.
- N. Explain production schedule resource management.
- O. Outline the continuous quality improvement process.

III. STUDENT LEARNING OUTCOMES AND GENERAL EDUCATION LEARNING OUTCOMES:

- A. Student Learning Outcomes: *Students will be able to:*
 - 1. List steps for menu planning and development
 - 2. Identify factors to consider when creating a menu for a non-commercial foodservice facility
 - 3. Standardize, convert and price recipes
 - 4. Recognize a variety of management responsibilities, including staffing, budgets, recipe costing, unions, managing change and diversity
 - 5. Describe the process of forecasting, purchasing, receiving and storage
 - 6. Specify standards and procedures for preparing food
 - 7. Describe effective management of between-meal supplements

8. Identify client food preferences and evaluate food acceptance
 9. Implement continuous quality improvement procedures for foodservice
 10. Define personnel needs and job functions
 11. Develop procedures to interview, select and orient employees
 12. Design work procedures and employee training
 13. Describe successful personnel management
 14. Explore management techniques that relate to managing staff
 15. Define the basic components of a budget and financial aspects of managing a food service facility
 16. Explain how to coordinate department services, including information management
 17. Review how to implement required changes in foodservice department
 18. Recognize how to prepare, plan and conduct department meetings
 19. Explain work simplification and how it relates to the design and layout of the foodservice department
 20. Identify ways to effectively communicate
 21. Recognize ways to manage revenue generating services
 22. Describe how to monitor costs including preparing a budget
- B.** General Education Learning Outcomes (GELOs)
1. GELO #3: Critical Thinking & Problem Solving
Outcome 1: The student will demonstrate the ability to synthesize information to arrive at reasoned solutions to problems.

IV. CONTENT/TOPICAL OUTLINE (*course outline may provide more detailed information*)

- A. Meal Service and menu style
- B. Standardized Recipes and Recipe Conversion
- C. Food Preparation
- D. Between Meal Snacks and Supplements
- E. Evaluating Food Acceptance and Satisfaction
- F. Position Analysis, Staffing Needs, Recruiting, Selecting and Hiring Employees
- G. Employee Education
- H. Work Procedures and Training Employees
- I. Department Goals and Managing Professional Communications
- J. Change Management
- K. Sanitation and Safety in Foodservice
- L. Operating and Capital Budgets
- M. Department Design and Layout
- N. Purchasing and Financial Management

V. INSTRUCTIONAL MATERIALS

- A. Required Text(s):
Legvold, Dee, and Salisbury, Kristi. *Foodservice Management – By Design, Association of Nutrition and Foodservice Professionals, Current Edition*
- B. Other Resources:
 1. Computer with access to the internet

VI. METHODS OF PRESENTATION/INSTRUCTION

- A. Methods of presentation typically include a combination of the following:
 1. On-line information
 2. Student discussion

VII. METHODS OF EVALUATION

- A. Methods of evaluation typically include a combination of assignments and activities. For grading expectations, please refer to the Course Information Document (CID).
- B. SCC STANDARD GRADING SCALE POLICY:

A+	95-100	C+	75-79	
A	90-94	C	70-74	
B+	85-89	D+	65-69	
B	80-84	D	60-64	F Below 60

VIII. SPECIFIC COURSE REQUIREMENTS

- A.** Successful completion of assignments and discussions.
- B.** A grade of 70% (C) or better is needed in degree programs.