

Course Outline of Record

1. Course Code: CART-010
2.
  - a. Long Course Title: Food Procurement and Cost Control
  - b. Short Course Title: FD PROCUR & CST CONT
3.
  - a. Catalog Course Description:  
This is a study of the basic principles of purchasing food and beverages, as well as nonfood items, with particular attention to product identification and to the ordering, receiving, storing, and issuing sequence.
  - b. Class Schedule Course Description:  
This is a study of the basic principles of purchasing food and beverages, as well as nonfood items.
  - c. Semester Cycle (if applicable): N/A
  - d. Name of Approved Program(s):
    - CULINARY MANAGEMENT AS Degree for Employment Preparation
4. Total Units: 3.00      Total Semester Hrs: 54.00  
 Lecture Units: 3      Semester Lecture Hrs: 54.00  
 Lab Units: 0      Semester Lab Hrs: 0  
 Class Size Maximum: 25      Allow Audit: No  
 Repeatability No Repeats Allowed  
 Justification 0
5. Prerequisite or Corequisite Courses or Advisories:  
*Course with requisite(s) and/or advisory is required to complete Content Review Matrix (CCForm I-A)*  
 Advisory: ENG 061 and  
 Advisory: MATH 060
6. Textbooks, Required Reading or Software: (List in APA or MLA format.)
  - a. Feinstein, Andrew H, & Stefanelli, John (2011). *Purchasing: Selection & Procurement for the Hospitality Industry* (8th/e). New York John Wiley & Sons, Inc..  
 College Level: Yes  
 Flesch-Kincaid reading level: 12
7. Entrance Skills: *Before entering the course students must be able:*

**Advisory skills:**

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a.

Understand the four basic operations of addition, subtraction, multiplication, and division.

- MATH 060 - Compute using the four basic operations of addition, subtraction, multiplication, and division on the rational numbers in both fraction and decimal form.

b.

Understand the concepts of ratio and use ratios to solve proportion problems.

- MATH 060 - Use the concept of ratio to determine the solution to a proportion problem.

c.

Recognize and convert between units of measurements in both the American and metric system, especially units of length, volume and weight

- MATH 060 - Apply methods of conversion between percents, decimals, and fractions.

d.

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## Comprehend and summarize readings

- ENG 061 - Demonstrate the ability to think critically and express ideas using various patterns of development.
- ENG 061 - Demonstrate the ability to read and respond in writing beyond the literal interpretation of the text.

## 8. Course Content and Scope:

### Lecture:

1. Market Distribution Systems
2. Market Forces
3. Purchasing Overview
4. Purchasing Organization
5. Purchasing Specifications
6. The Optimal Amount
7. The Optimal Payment Policy
8. The Optimal Supplier
9. The Mechanics of Purchasing
10. Convenience Foods
11. Nonfood Expense Items
12. Services
13. Furniture, Fixtures, and Equipment
14. Fresh Produce
15. Groceries
16. Eggs and Dairy Products
17. Poultry
18. Fish and Shellfish
19. Meat
20. Beverages

Lab: *(if the "Lab Hours" is greater than zero this is required)*

## 9. Course Student Learning Outcomes:

1.  
Define the specific product characteristics of foods, beverages, and supplies used in the food service industry.
2.  
Analyze and evaluate the selection factors for foods and supplies and determine the quality standards required.
3.  
Understand concepts of procurement and purchasing.
4.  
Discuss and understand market distribution systems.
5.  
Research and evaluate current Point of Sale systems.
6.  
Understand expense of perishable, non-perishable and services items.

## 10. Course Objectives: *Upon completion of this course, students will be able to:*

- a. 1. Define and illustrate the procedures of selection and procurement in the food service industry. 2. Understand the

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application of those procedures and their relationship to cost control. 3. Identify and trace the distribution paths of food service supplies. 4. Analyze and interpret the market forces acting on foods and supplies and develop purchasing strategies from that analysis. 5. Apply technical Point of Sale skills in the workforce to refine inventories and cost controls. 6. Understand the importance of choosing optimal suppliers and building working relationships.

## 11. Methods of Instruction: *(Integration: Elements should validate parallel course outline elements)*

- a. Collaborative/Team
- b. Demonstration, Repetition/Practice
- c. Discussion
- d. Distance Education
- e. Lecture
- f. Observation
- g. Technology-based instruction

## 12. Assignments: *(List samples of specific activities/assignments students are expected to complete both in and outside of class.)*

In Class Hours: 54.00

Outside Class Hours: 108.00

### a. Out-of-class Assignments

1. Readings in the textbook and in recommended supplementary literature.
2. Viewing of films and slide programs, including the taking the notes.
3. Listening to sound recordings and taking notes.
4. Research and report.

### b. In-class Assignments

1. Participation in class discussion by instructor and occasional guest speakers, including the taking of detailed notes.
2. Viewing of films and slide programs, including the taking the notes.
3. Listening to sound recordings and taking notes.
4. Special reports by students, in panel or singly.
5. Participation in class research projects involving the collection, compilation and interpretation of data, including the composition of written or oral reports.
6. Examinations of various types, such as essay and multiple choice.

## 13. Methods of Evaluating Student Progress: *The student will demonstrate proficiency by:*

- College level or pre-collegiate essays
- Written homework  
Distance Education: students will answer Discussion Questions pertaining to assigned chapters and reply to classmates creating community in the classroom.
- Guided/unguided journals
- Reading reports
- Presentations/student demonstration observations
- Group activity participation/observation  
Distance Education: students interact with each other to discuss the weekly subject matter.
- True/false/multiple choice examinations
- Mid-term and final evaluations
- Student participation/contribution  
Distance Education: students communicate with each other and the instructor discussing weekly learning assignments. Students collaborate with each other in research projects.

## 14. Methods of Evaluating: Additional Assessment Information:

Non-Computational Problem Solving Additional Distance Education activities

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15. Need/Purpose/Rationale -- *All courses must meet one or more CCC missions.*

PO - Career and Technical Education

Apply critical thinking skills to execute daily duties in their area of employment.

IO - Critical Thinking and Communication

Apply principles of logic to problem solve and reason with a fair and open mind.

16. Comparable Transfer Course

University System	Campus	Course Number	Course Title	Catalog Year
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17. Special Materials and/or Equipment Required of Students:

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18. Materials Fees:  Required Material?

Material or Item	Cost Per Unit	Total Cost
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19. Provide Reasons for the Substantial Modifications or New Course:

Add Distance Education modality.

20. a. Cross-Listed Course (*Enter Course Code*): *N/A*

b. Replacement Course (*Enter original Course Code*): *N/A*

21. Grading Method (*choose one*): Letter Grade Only

22. MIS Course Data Elements

a. Course Control Number [CB00]: CCC000583277

b. T.O.P. Code [CB03]: 130630.00 - Culinary Arts

c. Credit Status [CB04]: D - Credit - Degree Applicable

d. Course Transfer Status [CB05]: C = Non-Transferable

e. Basic Skills Status [CB08]: 2N = Not basic skills course

f. Vocational Status [CB09]: Clearly Occupational

g. Course Classification [CB11]: Y - Credit Course

h. Special Class Status [CB13]: N - Not Special

i. Course CAN Code [CB14]: *N/A*

j. Course Prior to College Level [CB21]: Y = Not Applicable

k. Course Noncredit Category [CB22]: Y - Not Applicable

l. Funding Agency Category [CB23]: Y = Not Applicable

m. Program Status [CB24]: 1 = Program Applicable

Name of Approved Program (*if program-applicable*): CULINARY MANAGEMENT

*Attach listings of Degree and/or Certificate Programs showing this course as a required or a restricted elective.)*

23. Enrollment - Estimate Enrollment

First Year: 0

Third Year: 0

24. Resources - Faculty - Discipline and Other Qualifications:

a. Sufficient Faculty Resources: Yes

b. If No, list number of FTE needed to offer this course: *N/A*

25. Additional Equipment and/or Supplies Needed and Source of Funding.

N/A

26. Additional Construction or Modification of Existing Classroom Space Needed. (*Explain.*)

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N/A

## 27. FOR NEW OR SUBSTANTIALLY MODIFIED COURSES

Library and/or Learning Resources Present in the Collection are Sufficient to Meet the Need of the Students Enrolled in the Course: Yes

28. Originator Kurt Struwe      Origination Date 09/28/17