

Hospitality Management & Event Planning Certificate of Achievement

#0421

HOS-100.Serv-Safe Food Handling.1 Credit

LECT 1 hr.

Students are introduced to the basic principles and guidelines of sanitation and food safety in a professional food service environment. Topics include foodborne illness, microbiology, food allergens and facility sanitation. This course provides the benchmark to begin work in a safe food production environment. Included in the course is the opportunity to receive one NRAEF Certificate (Serv-Safe Food Handling) towards the ManageFirst Certification.

HOS-102. Food Management. 3 Credits

LECT 3 hrs.

The management of food and related costs in the professional environment is an underlying factor throughout the hospitality industry. This course provides the framework from which to examine any organization and understand the principles by which they operate and manage food production. Included in the course is the opportunity to receive one NRAEF certificate in Controlling Costs towards the ManageFirst Certification.

HOS-118. Introduction to Hospitality. 3 Credits.

LECT 3 hrs.

A survey course of the hospitality industry which provides students with an overview of the role of management within the profession. Fundamentals of lodging management including luxury, convention, all-suite, gaming and resort hotels, and food service management, including restaurants, catering, and institutional and business food service are studied. In addition, travel and tourism, recreation and leisure management (theme parks, clubs and public parks), meeting and event sales, planning and management, senior living services and support infrastructure, and casino and gaming management, as the balance of the eight areas which comprise the main business segments of the hospitality industry, are studied. Basic concepts of ownership, franchising, management, human resources, marketing, cost control, facilities management, service and career opportunities are examined.

HOS-120. Hotel and Hospitality Management. 3 Credits.

LECT 3 hrs.

This course provides Hospitality Management students and aspiring hotel management professionals within the industry strong conceptual management underpinnings while addressing the unique requirements of lodging managers. Students are taken on a department-by-department tour of a full-service hotel. The organization and operation of lodging properties are analyzed from the perspective of the front office manager. This course combines discussions of hotel departmental managerial responsibilities, roles and practices with information directly relevant to careers in lodging management. Students learn about the procedures effective managers use to ensure their hotels and, thus, their own ultimate success.

HOS-201.Marketing and Event Planning. 3 Credits.

LECT 3 hrs.

The field of event planning is one of the most exciting and dynamic aspects of the hospitality industry. In order to be successful, the marketing of not just the business but also the individual is of primary importance. This course offers the opportunity to experience actual event planning while also studying menu, restaurant and personal marketing in relation to the hospitality industry.

HOS-211. Human Resource Management in the Hospitality Industry. 3 Credits.

LECT 3 hrs.

This course applies human resource management principles to the hotel and restaurant industry. Topics covered include recruitment, training, motivation, job descriptions and alternative personnel policies. The course emphasizes the vital role of the diversity within the industry. Students will consider human resources in the context of a complete operating business. Included in the course is the opportunity to receive one NRAEF Certificate in Human Resources towards the ManageFirst Certification.

HOS-213. Food and Beverage Purchasing and Cost Controls. 3 Credits.

LECT 3 hrs.

A more advanced course dealing with the concepts of selection and procurement in the hospitality industry. Special Track is given to food cost, the purchasing function, procurement and inventory controls. In addition, forecasting, budgeting, cash management, and profit and loss statements also are studied. Included in the course is the opportunity to receive one NRAEF certificate (Inventory and Purchasing) towards the ManageFirst Certification.

HOS-234. Meeting and Event Sales. 3 Credits.

LECT 3 hrs

Meeting and Event Sales, Planning and Management offers Hospitality Management majors, other students and aspiring professional in this discipline an in-depth study of generally accepted principles and practices in this segment of the hospitality industry. Career opportunities, corporate meeting planning, catering organization and administration, and other various types of meetings and events are examined.