

Transmittal Memo

Date: November 29, 2010

To: Steve Mitchell, Interim Undergraduate Curriculum Committee Co-Chair

From: Barbara Scheule, Coordinator, Hospitality Management

Re: Revising Program Requirements

This proposal is for program requirement changes to the BS NF HSPM major, specifically, adding 3 newly-established HM courses to the list of professional electives and establishing course fee structure to 2 of the courses (HM 33031 and HM 37777).

Curricular/consultative bodies that have approved this action:

Approval by HM program area: November 5, 2010

Approval of HS Curriculum Committee: November 24, 2010

Approval of FLA Curriculum Committee: November 29, 2010

Presented to EHHS Curriculum Committee: December 17, 2010

Presented to EPC: January 24, 2011

Proposal Summary

Title: Program Requirement Revisions for BS NF Hospitality Management major.

Subject Specification: This proposal will revise program requirements for the Bachelor of Science in Nutrition and Food with a concentration in Hospitality Management [BS NF HSPM].

Background Information: Given the expansion of elective course options available for Hospitality Management students, a revised listing Professional Electives is needed. Subjects which were formerly delivered as special topics courses have been formally adopted by the program area and therefore, need to be added to the curriculum.

Alternatives and Consequences: A significant amount of paper work will be required in order to substitute these courses. Students may not be alerted to these related electives, which are designed to further enhance their options.

Specific Recommendations and Justifications: Add (3) newly-established courses: HM 21095 *Special Topics in Hospitality Management* (1-4), HM 33031 *Food, Wine, and Beverage Pairing* (3), and HM 37777 *Casino Management and Gaming Operations* (3) to the list of courses offered as **professional electives**. The required number of elective hours will not change; students will just be given more choices.

Timetable and Actions Required:

Approved by HM program area on, November 19, 2010

Approved by HS Curriculum Committee on November 24, 2010

Approved by FLA Curriculum Committee on November 29, 2010

Presented to EHHS Curriculum Committee on December 17, 2010

Presented to EPC on January 24, 2011

To be effective Fall semester, 2011.

KENT STATE UNIVERSITY

CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 18-Nov-10 Curriculum Bulletin _____
Effective Date Fall 2011 Approved by EPC _____

Department Health Sciences
College EH - Education, Health and Human Services
Degree BS - Bachelor of Science
Program Name **Nutrition and Food** Program Code **NF**
Concentration(s) Hospitality Management Concentration(s) Code(s) HSPM
Proposal Revise Program Requirement

Description of proposal:

This proposal will add newly-established courses: HM 21095 Special Topics in Hospitality Management; HM 33031 Food, Wine, and Beverage Pairing; and HM 37777 Casino Management and Gaming Operations to the list of courses offered as professional electives.

Does proposed revision change program's total credit hours? ☐ Yes ☒ No

Current total credit hours: 121 Proposed total credit hours 121

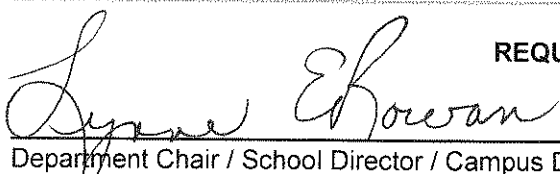
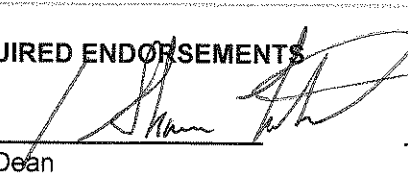
Describe impact on other programs, policies or procedures (e.g., encroachment and duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):

None

Units consulted (other departments, programs or campuses affected by this proposal):

Geography

REQUIRED ENDORSEMENTS

  12, 2, 10
Department Chair / School Director / Campus Dean

College Dean

Dean of Graduate Studies (for graduate proposals)

Provost and Senior Vice President for Academic Affairs

Nutrition and Food - B.S. Program Requirements

☛ Hospitality Management Concentration

☛ Nutrition and Dietetics Concentration

Type Legend: DD Diversity--Domestic; DG Diversity--Global; KAD Kent Core Additional; KBS Kent Core Basic Sciences; KCM Kent Core Composition; KFA Kent Core Fine Arts; KHU Kent Core Humanities; KMC Kent Core Mathematics and Critical Reasoning; KSS Kent Core Social Sciences; WIC Writing Intensive

Please read the sections in the University Catalog on Kent Core, diversity and writing-intensive requirements.

Hospitality Management Concentration

For semester-by-semester course sequencing for this program, view the 2010-2011 Roadmap.

I. DESTINATION KENT STATE: FIRST YEAR EXPERIENCE (1 credit)

Type	Course	Title	Credits
	US 10097	Destination Kent State: First Year Experience	1

II. MAJOR PROGRAM REQUIREMENTS (69-75 credits) *Courses count in major GPA*

Type	Course	Title	Credits
	ACCT 23020	Introduction to Financial Accounting	3
	ENG 30063	Business and Professional Writing	3
	HM 13022	Sanitation and Safety	3
		13023 Techniques of Food Production	5
		13024 Introduction to Hospitality Management	2
		23030 Lodging Operations	3
		33020 Legal Issues in the Hospitality Industry	3
		33026 Hospitality Cost Control and Analysis	5
		33028 Hospitality Purchasing	3
		33029 Catering and Banquet Preparation and Service	5
		33050 Professional Practices in Hospitality Management	1
	43025	Hospitality Marketing	3
WIC	43027	Hospitality Human Resource Management*	3
	43031	Layout and Design of Food Service Operations	3
	43092	Practicum/Hospitality Management	3-6
MIS	24053	Introduction to Computer Applications	3
	24163	Principles of Management	3
	34180	Human Resource Management	3
MKTG	25010	Marketing	3
Choose from the following professional electives:			9-12
	FIN 36053	Business Finance (3)	
DD	HDFS 24011	Interpersonal Relationships and Families (3)	
	HM 32012	Food Study (3)	
	33035	Hospitality Service Quality Management (3)	
	33036	Club Management (3)	
	33040	Hotel Convention Group Sales and Services (3)	
	41093	Variable Topic Workshop in Hospitality Management (1-3)	
	41095	Special Topics in Hospitality Management (1-4)	
	43029	Hospitality Financial Policy (3)	
	43040	Strategic Lodging Management (3)	
	43043	Hospitality Meetings Management (4)	

ADD

① HM 3777
CASINO MANAGEMENT
AND OPERATIONS (3)

② HM 33031
FOOD, ~~AND~~ WINE
& BEVERAGE PAIRING (3)

③ HM 21095 SPECIAL
TOPICS IN
HOSPITALITY
MANAGEMENT
(1-4)

RPTM	26060	Introduction to Global Tourism (3)
	36060	Commercial Recreation and Tourism (3)
	46000	Tourism Development and Recreational Travel (3)

III. ADDITIONAL PROGRAM REQUIREMENTS (45-51 credits)

Type	Course		Title	Credits
KAD	COMM	15000	Introduction to Human Communication	3
KSS	ECON	22060	Principles of Microeconomics	3
KAD		22061	Principles of Macroeconomics	3
KMC	MATH	11008	Explorations in Modern Mathematics (3)	3-4
			or	
		11009	Modeling Algebra (4)	
KBS	NUTR	23511	Science of Human Nutrition	3
	Kent Core Basic Sciences (must include one laboratory)			3-4
	Kent Core Composition			6-8
	Kent Core Humanities and Fine Arts (minimum one course from each)			9
	Kent Core Social Sciences (must be from two disciplines)			3
	General Electives (number of credits required depends on meeting minimum 121 credit hours and minimum 39 upper-division hours)			9-15
MINIMUM TOTAL				121

*A minimum C (2.0) grade must be earned with to fulfill the writing-intensive requirement.

Nutrition and Dietetics Concentration

For semester-by-semester course sequencing for this program, view the [2010-2011 Roadmap](#).

I. DESTINATION KENT STATE: FIRST YEAR EXPERIENCE (1 credit)

Type	Course	Title	Credits
	US 10097	Destination Kent State: First Year Experience	1

II. MAJOR PROGRAM REQUIREMENTS (69 credits) *Courses count in major GPA*

Type	Course	Title	Credits
	BSCI 20021	Basic Microbiology	3
	30030	Human Physiology	4
CHEM	20481	Basic Organic Chemistry I	4
	30284	Introductory Biological Chemistry	4
HM	23012	Food Study	3
	43030	Food Service Systems Management	3
	43032	Food Production and Service Management	3
MIS	24053	Introduction to Computer Applications	3
	24163	Principles of Management	3
	34180	Human Resource Management	3
DD	NUTR 23112	Introduction to the Profession: Nutrition and Dietetics	1
	23511	Science of Human Nutrition	3
	33512	Nutrition	3
	33522	Applied Nutrition	3
WIC	43013	Experimental Methods in Nutrition*	3
	43016	Cultural Aspects of Food, Nutrition and Health	3
	43512	Advanced Nutrition I	3
	43513	Advanced Nutrition II	3
	43514	Clinical Dietetics	4
	43515	Community Nutrition	3
	43518	Maternal and Child Nutrition	3

KENT STATE UNIVERSITY, COLLEGE OF
EDUCATION, HEALTH, AND HUMAN SERVICES

Hospitality Management 121 hours
NF HSPM (Admission to the major is controlled) CY2010

Name: _____

Catalog Year: _____

Banner#: _____

Date: _____

Please note: This requirement sheet will become void unless 12 hours of credit at Kent State University have been earned in a two-year period. Preserve this sheet. It is your only assured official statement of degree requirements.

General Course Work (37-39 hours)

US 10097 DKS: First Year Experience 1
Composition
ENG 11011 College Writing I 3
ENG 21011 College Writing II 3

Mathematics & Critical Reasoning

MATH 11008 Explorations in Modern Math (3) OR
11009 Modeling Algebra (4) 3-4

Social Sciences

ECON 22060 Principles of Microeconomics 3
Choose ONE from Social Sciences (See Reverse)

..... 3

Diversity requirements met? ☐ Global ☐ Domestic

Humanities and Fine Arts

Select THREE from Humanities & Fine Arts. One must be from Arts & Sciences and one must be a fine arts course.

(A&S) 3

..... 3

(Fine Arts) 3

Basic Sciences

NUTR 23511 Science of Human Nutrition 3

Select ONE from Basic Sciences (See Reverse)

..... 3

lab (1)

Additional

COMM 15000 Intro to Human Communication 3

ECON 22061 Principles of Macroeconomics 3

Major Course Work (69-75 Hours)

A minimum 2.25 GPA or better is required in all major coursework

Core Requirements (45-48 hours)

ENG 30063 Business & Prof. Writing 3	HM 33028 Hosp. Purchasing (Spring Only) (prereq 13023) 3
HM 13022 Sanitation & Safety (*ServSafe certificate) 3	HM 33029 Catering & Banquet Oper. Srvs (prereq 33026) 5
HM 13023 Techniques of Food Production 5	HM 33050 Professional Practices in HM 1
HM 13024 Intro to Hospitality Management 2	HM 43025 Hosp. Marketing (Fall Only) (M&IS24163&MKTG25010) 3
HM 23030 Lodging Operations 3	w HM 43027 Hosp. Human Resrc Mgmt (M&IS34180&HM33026) 3
HM 33020 Legal Issues in Hospitality Industry 3	HM 43031 Layout/Design of Food Service Ops (HM33026) 3
HM 33026 Hosp. Cost Control & Analysis 5	HM 43092 Practicum in Hospitality Mgmt (prereq 33050) 3-6

(Prereqs. for 33026: M&IS24053, ACCT23020 & HM13023)

*ServSafe certification should be obtained after this course. ServSafe, CPR, First Aid Certifications and documentation of 400 hours work experience in hospitality are required by Junior Year-- see faculty advisor.

Professional Electives (9-12 hours) (4 hours Upper Division)

Choose 9-12 hours: 9-12	HM 41093 Workshop (2-5)
FIN 36053 Business Finance (prereqs ECON 22061 & ACCT 23020) (3)	HM 41095 Special Topics (1-4)
HDFS 24011 Interpersonal Relationships & Families (3)	HM 43029 Hospitality Financial Policy (3)
HM 23012 Food Study (3)	HM 43040 Strategic Lodging Management (3)
HM 33035 Hospitality Service Quality Mgmt (3)	HM 43043 Hospitality Meetings Management (4)
HM 33036 Club Management (3)	RPTM 26060 Intro. to Global Tourism (3)
HM 33040 Hotel Convention Group Sales & Services (3)	RPTM 36060 Commercial Recreation & Tourism (3)
	RPTM 46000 Tourism Dev. & Rec. Travel (3)

Concentration Requirements/Business Courses (15 hours)

ACCT 23020 Intro to Financial Accounting 3	MIS 24163 Principles of Management 3
MIS 24053 Intro to Computer Applications 3	MIS 34180 Human Resource Management (24163) 3
	MKTG 25010 Marketing (ECON22060) 3

General Electives (7-15 hours) (Optional Minor in Business or Management with additional coursework and GPA requirement).

Course substitutions for the minors must be approved by 107 Business Administration.

Closely monitor Upper Division Hours (If 4 hours taken in Prof. Electives, 0 needed in General Electives)

ADD: ① HM 37777 ② HM 33031 ③ HM 21095

CASINO MANAGEMENT & OPERATIONS

FOOD AND WINE, BEVERAGE PAIRING

SPECIAL TOPICS IN Hospitality Management (1-4)

I have reviewed the requirement sheet and professional requirements with an advisor and assume responsibility for remaining informed and completing my program.

Student Signature _____

Professional Advisor's Signature _____

Total Hours Completed

Hours Needed:

General Coursework

Core

Professional Electives

Concentration

General Electives

Total for Degree

Each semester, meet with your Assigned Faculty Advisor:

Please refer to page 2 for program notes.



This roadmap is a recommended semester-by-semester plan of study for this major. However, courses and milestones designated as critical (in boldface and shaded areas) must be completed in the semester listed to ensure a timely graduation.

Course Subject and Title	Credit Hours	Upper Division	Min. Grade	Important Notes
Semester One: [15 Credit Hours]				
HM 13022 Sanitation and Safety Principles and Practices	3			
HM 13024 Introduction to Hospitality Management	2			
US 10097 Destination Kent State: FYE	1			Not required of transfer students with 25 credits
Kent Core Requirement	9			See Kent Core Summary on page 2
Semester Two: [15-16 Credit Hours]				
HM 13023 Techniques of Food Production or NUTR 23511 Science of Human Nutrition	3-5			Both courses are required in the program; NUTR 23511 fulfills Kent Core Basic Sciences
HM 23030 Lodging Operations	3			
MATH 11008 Explorations in Modern Mathematics or MATH 11009 Modeling Algebra	3-4			Fulfills Kent Core Mathematics and Critical Reasoning
MIS 24053 Introduction to Computer Applications	3			
Kent Core Requirement	3			
Semester Three: [12-14 Credit Hours]				
ACCT 23020 Introduction to Financial Accounting	3			
COMM 15000 Introduction to Human Communication	3			Fulfills Kent Core Additional
HM 13023 Techniques of Food Production or NUTR 23511 Science of Human Nutrition	3-5			Select course not taken in semester 2; NUTR 23511 fulfills Kent Core Basic Sciences
Kent Core Requirement	3			
Semester Four: [15 Credit Hours]				
ECON 22060 Principles of Microeconomics	3			Fulfills Kent Core Social Sciences
HM 33028 Hospitality Purchasing	3	■		
MIS 24163 Principles of Management	3			
Kent Core Requirement	3			See Kent Core Summary on page 2
General Elective (lower or upper division)	3			
Semester Five: [15 Credit Hours]				
ECON 22061 Principles of Macroeconomics	3			Fulfills Kent Core Additional
ENG 30063 Business and Professional Writing	3	■		
HM 33026 Hospitality Cost Control and Analysis	5	■		
HM 33050 Professional Practices in Hospitality Management	1	■		
MIS 34180 Human Resource Management	3	■		
Semester Six: [14 Credit Hours]				
HM 33029 Catering and Banquet Preparation and Service	5	■		
MKTG 25010 Marketing	3			
Kent Core Requirement	3			See Kent Core Summary on page 2
Professional Elective (lower or upper division)	3	■		See note on page 2
Summer III: [3-6 Credit Hours]				
HM 43092 Practicum/Hospitality Management	3-6	■		

Critical requirements are boldface in shaded areas

Course Subject and Title	Credit Hours	Upper Division	Min. Grade	Important Notes
Semester Seven: [15 credit Hours]				
Note: apply for graduation				
HM 43031 Layout and Design of Food Service Operations	3	■		
HM 43027 Hospitality Human Resource Management	3	■	C	Fulfills writing-intensive course requirement
Professional Electives (upper division)	6	■		See note below
General Electives (lower or upper division)	3			
Semester Eight: [15 Credit Hours]				
HM 33020 Legal Issues in the Hospitality Industry	3	■		
HM 43025 Hospitality Marketing	3	■		
Professional Elective (lower or upper division)	0-3			See note below
General Electives (lower or upper division)	9			Number of credits required depends on meeting minimum 121 credit hours and minimum 39 upper-division hours

Graduation Requirements Summary

Minimum Total Hours	Minimum Upper-Division Hours	Minimum Kent Core Hours	Diversity Course Global / Domestic	Writing-Intensive	Minimum Major GPA	Minimum Overall GPA
121	39	36	Kent Core and General Electives	HM 43027	2.25	2.0

Kent Core Summary

Kent Core Categories	Important Notes	Remaining Credit Hours
Additional (6 credit hours) <i>Must be selected from two Kent Core categories</i>	Fulfilled in this major with COMM 15000 and ECON 22061	0
Basic Sciences (6-7 credit hours) <i>Must include one laboratory</i>	3 credits fulfilled in this major with NUTR 23511	3-4
Composition (6-8 credit hours)	Enrollment based on placement test	6-8
Humanities and Fine Arts (9 credit hours) <i>Minimum one course from humanities in Arts and Sciences category and minimum one course from fine arts category</i>	May fulfill diversity requirement	9
Mathematics and Critical Reasoning (3-5 credit hours)	Fulfilled in this major with MATH 11008 or 11009	0
Social Sciences (6 credit hours) <i>Must be selected from two curricular areas</i>	3 credits fulfilled in this major with ECON 22060	3

Note 1: Professional electives (9-12 credit hours), choose from the following

FIN 36053 Business Finance	3	HDFS 24011 Interpersonal Relationships and Families*	3
HM 32012 Food Study	3		
HM 33036 Club Management	3	HM 33035 Hospitality Service Quality Management	3
HM 41093 Variable Topic Workshop in Hospitality Management	1-3	HM 33040 Hotel Convention Group Sales and Services	3
HM 41095 Special Topics in Hospitality Management	1-4	HM 43040 Strategic Lodging Management	3
HM 43029 Hospitality Financial Policy	3	RPTM 26060 Introduction to Global Tourism	3
HM 43043 Hospitality Meetings Management	4	RPTM 46000 Tourism Development and Recreational Travel	3
RPTM 36060 Commercial Recreation and Tourism	3		

* Course fulfills domestic diversity requirement

① HM 37777 CASINO MANAGEMENT AND OPERATIONS

② HM 33031 FOOD, AND WINE, + Beverage PAIRING

③ HM 21095 Special Topics in Hospitality Management 1-4H

AUGUSTINE, SUSAN

From: SCHEULE, BARBARA
Sent: Wednesday, December 01, 2010 5:27 PM
To: AUGUSTINE, SUSAN
Subject: FW: encroachment review - Geography - HM Course

Susan:

See the message below from Geography supporting our course in Food, Wine, and Beverage Pairing.

Barbara

Barbara Scheule, PhD
Associate Professor
Hospitality Management
316F White Hall
Kent State University
Kent, OH 44242
330-672-3796 (phone)
330-672-3063 (fax)
<http://www.kent.edu/ehhs/hm/index.cfm> (program web page)
bscheule@kent.edu

From: MUNRO-STASIUK, MANDY
Sent: Monday, November 29, 2010 9:10 PM
To: FITZGERALD, SHAWN
Cc: SCHEULE, BARBARA
Subject: RE: encroachment review

Dear Shawn,

Sorry for the delay. While there is some minor overlap with what we teach, your class is broader and covers more aspects of food and wine pairing. The Geography class covers food and wine pairing only, is from a Geographic Perspective and is a workshop for pass/fail grade. In light of this, we are fully in support of the class you plan to offer in EHHS.

Sincerely,

Mandy

Dr. Mandy J. Munro-Stasiuk
Chairperson, Department of Geography
Kent State University
Kent, OH., 44242
330 672 3225
mmunrost@kent.edu
<http://neogeo.kent.edu/munro>

From: FITZGERALD, SHAWN
Sent: Monday, November 22, 2010 11:33 AM
To: MUNRO-STASIUK, MANDY
Cc: SCHEULE, BARBARA
Subject: RE: encroachment review

Mandy,

Just doing a quick follow-up from our email request last month (see below)---any updates in the review of this course from your faculty? We were hoping to include a response for our program revisions that are being reviewed at the school level next Monday. Thanks.

Dr. Shawn M Fitzgerald
Director, Foundations, Leadership and Administration
Associate Professor, Evaluation and Measurement
330-672-1345
smfitzge@kent.edu

From: MUNRO-STASIUK, MANDY
Sent: Wednesday, October 27, 2010 10:10 AM
To: FITZGERALD, SHAWN
Subject: RE: encroachment review

Hi Shawn,

I just got your message this morning and was going to ask for a document to review. My gut reaction is that there should not be a problem since ours is just a workshop.

I am going to forward the document to our faculty and will get you an answer asap.

Cheers

mandy

From: FITZGERALD, SHAWN
Sent: Wednesday, October 27, 2010 10:08 AM
To: MUNRO-STASIUK, MANDY
Cc: SCHEULE, BARBARA
Subject: encroachment review

Dr. Munro-Stasuik,

One of our programs, Hospitality Management, is in the process of completing paperwork to convert a special topics course offered the past three years (HM 41095 Food and Wine Pairing & Bar and Beverage) to a permanent course (HM 33031 Food, Wine, and Beverage Pairing). Since you offer a field experience course that is related I was hoping you could review the attached document and render an opinion on whether this would represent encroachment. It seems that both our course and your field experience course have successfully existed together for the past few years and while we believe each course has different goals and target groups we would appreciate your thoughts.

In our course, students will prepare food and taste wine, beer, and spirits to gain an appreciation for the pairing of food with these beverages. Graduates of the hospitality program manage businesses where food and beverages are purchased

and served. Managers in these properties plan menus that include beverages for restaurants and within hotels or clubs for parties and events. The hospitality management program has taught HM 13023 Techniques of Food Production since the inception of the program in which a brief awareness of wines, beers, and liquors in relation to cooking is introduced. The proposed HM 33031 course provides an important connection for students between food preparation and the pairing of appropriate beverages.

The instructor will be Chef Ed Hoegler who is a full time faculty member in the hospitality management program. His educational background and professional work experience is well suited for this course.

Dr. Shawn M Fitzgerald
Director, Foundations, Leadership and Administration
Associate Professor, Evaluation and Measurement
330-672-1345
smfitzge@kent.edu

Attendance: Ning Kuang Chuang, Rhonda Hammond, Rob Heiman, Ed Hoegler, Swathi Ravichandran, Barbara Scheule, Nicholas Bellino (after class), and guest (Lisa Cometa).

MEETING AGENDA

Approval of Meeting Minutes

- Approval of Meeting October 22nd meeting minutes. Please refer to minutes sent out from Hammond via e-mail. Minutes will be attached to the November 5, 2010 for your records before the next meeting.
- Prior to approval there was a discussion and clarification regarding whether the faculty had formally voted on the Food, Wine, and Beverage Pairing course proposed by Ed Hoegler and discussed at previous meetings. We decided to take another vote at this meeting simply to firm this up and remove any questions.
- Minutes approved by vote.



Faculty approval of the Food, Wine and Beverage Pairing course

- Faculty voted on and approved the addition of the new Food, Wine, and Beverage course.



Proposal for the HM Bachelor's degree – Scheule

- Faculty reviewed the Proposal to create a Bachelor of Science in Hospitality Management. Faculty agreed to have Scheule revise catalog copy to remove by junior year for the CPR, First Aid, 400 work hours, etc. and instead place a statement indicating that during junior year students will take HM 33050 and that the CPR, First Aid, 400 hours must be documented before this course. We also agreed to remove valid in front of CPR – First Aid certificates because we are requiring that students complete this requirement before taking HM 33050 but are not going to recheck this requirement at graduation. Students will be reminded that these certificates must be valid to be listed on their resumes.
- Voted and approved proposal as presented with the amendment to the catalog copy discussed. Because the content to be added by Therese Tillet is pending, Scheule will provide the faculty with notice of updates prior to submission to the Curriculum Committee. The proposal was approved with these conditions for submission to the School and College Curriculum meetings.



HM Curriculum Course Additions and Curriculum Revision

HM 20,000 Level Special Topic Course

- Discussed the creation of the 20,000 level special topic course.
- Faculty voted to approve the addition of this course.
- The formal curriculum form is to be shared with the faculty prior to submission to the curriculum committees. However, because this is a “general” course to accommodate special topics that may be developed, and it is being created in a similar format to the current HM 43092 upper division special topic, the faculty did not request the review of syllabi or other documentation.

Curriculum Revision to include new courses in the Hospitality Professional Electives

- The faculty agreed to include the Casino Class, the Food, Wine and Beverage Pairing course, and the HM 20,000 level course as Hospitality Management professional electives.

- Heiman is preparing the curriculum documentation and will be sharing it with the faculty for a formal vote (either at the meeting or via e-mail) prior to the school curriculum meeting deadlines.

Other discussion regarding curriculum

Faculty discussed issue with student being told (by advising office or by faculty?) that a course associated with the Uganda study abroad would count as a HM Professional Elective. However, the course in question is NOT a HM Professional Elective. Follow-up with Dr. Lepp and the advising office was discussed to avoid this problem in the future.

IX Center Booth –

The Hospitality Management program booth at the IX Center Fabulous Food Show was discussed. The following was determined.

- Lisa Cometa will find our display at Beall and bring to White Hall.
- Scheule and Heiman will check display to make sure it is ready to go.
- Bellino will get donations for “give a way” items at display and bring to White Hall.
- Scheule is having Joel Morales (President of CMAA) take display and the give a way items transport these items to the IX on Thursday night when students go for the IX Bistro Training. Several students will be able to carry in to the IX. Joel Morales will bring parking passes back to White Hall (from Tony Minelli) for the faculty working the booth.
- Scheule will see that handouts (Program flyers/curriculum) are sent with the booth supplies.
- Coverage for the booth
 - FRIDAY – Chuang AM/ Bellino PM
 - SATURDAY – Hammond/Hoegler in AM / Scheule in PM
 - SUNDAY – Catering students AM / Heiman PM
 - Heiman will bring back booth materials
 - Bellino is also seeking 1-2 students per shift to be at the show each day to provide back up support so faculty can leave booth for brief periods without the booth being unattended.

HM Face Book and HM Student Meetings in the Food for Thought

- Lisa Cometa came to meeting to share ideas regarding ways to improve student connections within White Hall and overall.
- Lisa talked about student “presence” in White Hall
- Facebook page for Hospitality Management. Suggestion that the GA’s oversee and manage the page. Hammond will be the faculty contact to assist with decisions on what to post and also to help address succession and overlap management when GA’s graduate and new GA’s assume oversight.
- Faculty voted to move forward on the HM Face Book page as discussed.
- Food for Thought student/faculty get together. General idea is to have monthly “meet in the Food for Thought” for students and faculty to meet and associate. It will potentially help to replace some of the informal conversations between faculty and students that occurred in Nixon Hall when students were sitting/studying in the hall areas.

HM Faculty Meeting Agenda October 22, 2010

Meeting Minutes Approval (see attached)

- Swathi moved to accept Minutes from the last meeting, they were voted on and approved

Discussion regarding alumni survey led into strategic plan

Strategic Plan –

- Initial topics discussed previously partnership with alumni, facility, branch campuses, international students, distance learning, and curriculum. Also see goals for 2010-2009 (attached).
- The model utilized by Arizona State introduced
- Discussion was conducted around adopting this model to help establish control over departmental priorities
- Recalling location of SWOT analysis that was done previously couldn't be determined so a new one was started

SWOT

Strengths

- Relationship w/ dining services & their financial backing
- Faculty – diversity
- Schwebel endowment
- Advisory Board and extended area industry partnership
- Student interaction /open door policy
- Student groups with another forming
- Special topics
- External student activities connecting them with industry leaders
- Increasing growth of the program
- Continued support from Administration
- Mentoring program
- Accreditation

Opportunity

- Regional campuses
- Distance education development
- Articulation for future student body growth
- Ashtabula relationship being developed
- Improving awareness of the program
- To articulate program facility needs regarding redesign of Bealle and/or the Hotel Conference Center/ utilizing houses in the area as a B&B lab
- Financial development officer to help develop corporate sponsorship

- Casino class has been approved by faculty via e-mail vote and will be added to spring schedule. Heiman needs to finalize paperwork for the permanent course per adjustments in vote – 2.5 credit lecture/.5 credits lab for course.
- Wine / Food / Beverage Pairing – updates (Hoegler)
 - Review of hours: add up to requirements
 - Syllabus: approval discussion
 - Discussion for proposal request to make this class a professional development course for the program a curriculum change needs to be in place for a seamless transition

Ed: submitted a course description for International Cuisine to review

Discussion about offering coursed more than just summers & spreading the faculty too thinly, offer of Scott Tribuzi from Ashtabula to help with the offering classes more frequently, potentially sharing Nick with Ashtabula too

Baking Intercession, Food/ Wine & International Cuisine to be taught summer 11

Eventually the International course will be submitted for a diversity course

Review these curricula and vote via email

- Curriculum proposal to add the HM Professional Electives (Casino and Wine-Food-Bev Pairing and a 20,000 level special topic course number)
- New special topic – Bakery – updates (Hoegler)
- International Cuisine – proposal (Hoegler)
- Event Planning Minor – report of meeting with Lyberger (Sports), Devine (RPTM), & Scheule (HM)
 - Discussion of major associated with this “Event Planning” Minor : really a job in sales, PR, writing, professional communication – concerns that this will negatively be related to the HM program
 - Discussion: need to review syllabi regarding course descriptions
 - General discussion – this is a bad idea, cut & pasting a program together instead of developing based on actual needs for this type of industry position, the way it is now it is short on foresight
 - How do we do this to make the student well-prepared?
 - You need to be in the major that is associated with what the student wants to be done.
 - It’s not baked properly.
 - Further discussion tabled until next meeting. Bring thoughts back next time on how we can balance different departmental goals and provide the students with what they need to be well prepared