

needed 10/23/08
Vanessa Coyle

KENT STATE
UNIVERSITY
ASHTABULA

Interdepartmental Correspondence

TO: Mary Dellman-Jenkins, Director, School of Family and Consumer Studies
FROM: Mel Anthony May, Assistant Dean *Mel*
DATE: October 8, 2008
SUBJECT: Hospitality Management Certificate Revision

Attached is a proposal to revise the Hospitality Management Certificate (C107).

1. Need, audience and precursors
The need for these changes has been established by the program faculty at the Ashtabula Campus, and the Ashtabula program advisory board. The audience for the revised certificate is students interested in entry-level positions within the hospitality industry, as well as those interested in future educational opportunities to which the certificate courses will apply.
2. Effect on current offerings
The proposed courses have no effect on current offerings.
3. Effect on staffing
The proposed courses have no effect on current offerings.
4. Effect on other units or programs
The proposed courses have on effect on other units or programs.
5. Curricular bodies that have reviewed and approve this action
The proposal will be reviewed by the School of Family and Consumer Studies, and the College of Education, Health, and Human Services.

If you or the members of the curriculum committee have any questions, please do not hesitate to contact me.

:MAM

c: Scot Tribuzi

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date 8-Oct-08 Curriculum Bulletin _____

Effective Date Fall 2009 Approved by EPC _____

Department HM - Hospitality Management
College EH - Education, Health and Human Services
Degree CER1 - Certificate <1 year
Program Name **HM** Program Code **C107**
Concentration(s) Concentration(s) Code(s)
Proposal Revise Program

Description of proposal:

Revision of the Hospitality Management Program Certificate (C107); revisions include removal of inactive courses, addition of entry-level management courses, and addition of an elective.

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

Current total credit hours: 24 Proposed total credit hours 25

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

No impact on other programs, policies, or procedures.

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

School of Family and Consumer Studies, College of Education, Health, and Human Services, and the College of Technology.

REQUIRED ENDORSEMENTS

Neil O'Leary _____ 10 / 8 / 08
Department Chair / School Director / Campus Dean

College Dean / /

Executive Dean of Regional Campuses / Dean of Graduate Studies / /

Senior Vice President for Academic Affairs and Provost / /

KENT STATE UNIVERSITY
REGIONAL CAMPUSES

HOSPITALITY MANAGEMENT (C107)

◀DRAFT▶

NAME _____ SSN _____ CAMPUS _____

Purpose: The Hospitality Management certificate provides entry-level skills for those interested in employment or a career in the field. The courses completed in this certificate are applicable to an Associate of Science or Bachelor of Science in Nutrition and Food, Hospitality Management concentration.

Admission: Kent State University admission requirements apply, including basic skills assessment testing using COMPASS. All developmental coursework prescribed by COMPASS must be completed as part of the certificate graduation requirements. Student must officially declare the certificate as a major prior to completing one-half of the required coursework and must complete at fifteen semester hours at Kent State University.

Prerequisites: Students must satisfy the prerequisites, if any, of each course in the certificate by either completing the necessary course or demonstrating to a Hospitality Management faculty member that they have otherwise met the prerequisite.

Graduation: Students must successfully complete each course with a grade of C (2.0) or better to receive the certificate. Courses may not be completed on a pass-fail basis or via credit-by-examination. Course substitutions or exceptions are permitted only with the approval of a full-time Hospitality Management faculty member. Students must provide evidence that 200 hours of experience in the hospitality industry have been completed by the time of graduation.

Courses:	<u>Course</u>	<u>Title</u>	<u>Cr. Hrs.</u>	<u>Grade</u>	<u>Semester</u>
	BMRT 11000	Introduction to Business	3	_____	_____
	BMRT 11009	Introduction to Mgt Technology	3	_____	_____
	COMT 11000	Introduction to Computer Systems	3	_____	_____
	HM 13024	Introduction to Hospitality Management	2	_____	_____
	HM 13022	Sanitation & Safety	3	_____	_____
	HM 13023	Techniques of Food Production	5	_____	_____
	HM 41095	Special Topics: Field Experience in Hospitality Management	3	_____	_____
	Electives: Choose 3 hours from the following list:				
	HM 23030	Lodging Operations	3	_____	_____
	HM 33028	Hospitality Purchasing	3	_____	_____
	HM 33020	Legal Issues in Hospitality Management	3	_____	_____
	HM 41095	Special Topics in Hospitality Management	3	_____	_____
	RPTM 36060	Commercial Recreation and Tourism	3	_____	_____
	NUTR 23511	Nutrition Related to Health	3	_____	_____

TOTAL CREDIT HOURS 25 hours

Proposal Summary

Revision of the Hospitality Management Program Certificate (C107)

Subject Specifications

This proposal seeks to revise the Hospitality Management Program Certificate effective Fall 2009.

Background Information

The Hospitality Management Program Certificate was originally designed by the Ashtabula Campus and the School of Family and Consumer Studies to provide entry-level management skills for students interested in careers in this field. As the program has evolved, it has become clear that the coursework needs to be more focused if this purpose is to be realized. The addition of introductory business, management, and computer courses will aid those with little or no previous management experience.

Course changes in the School of Family and Consumer Studies and the College of Nursing provide addition need to revise the certificate. Two required courses, HM 13024 Techniques of Food Preparation I and HM 23023 Techniques of Food Preparation II, have been revised and one course, NURS 10020 Basic Cardio Life Support, has been inactivated. The proposed revisions address these changes. The addition of an elective will also allow students to choose an additional course appropriate to their career interests. The total hours required for the certificate increase from 24 to 25 due to the addition of BMRT 11000 to avoid a hidden prerequisite for BMRT 11009. The specific changes are as follows:

Courses Deleted

HM 23023 Techniques of Food Preparation II
NURS 10020 Basic Cardio Life Support

Courses Added

BMRT 11000 Introduction to Business
BMRT 11009 Introduction to Management Technology
COMT 11000 Introduction to Computers

Elective Courses Added (Choose one course)

HM 23030 Lodging Operations
HM 33028 Hospitality Purchasing
HM 33020 Legal Issues in Hospitality Management
HM 41095 Special Topics in Hospitality Management
RPTM 36060 Commercial Recreation and Tourism
NUTR 23511 Nutrition Related to Health

The proposed changes have no impact on current programs, courses, or staffing. They also have no impact on any current students; the needs of existing students have been met through the use of course substitutions.

Alternatives and Consequences

The alternative to the proposed changes is to leave the certificate unchanged and therefore less useful or attractive to prospective students. Inaction would also require that a number of course substitutions be made for those students who do choose to pursue the certificate. The consequences would be an impact on enrollment and possibly decreased articulation with the bachelor's degree.

Specific Recommendations

The Hospitality Management Program Certificate should be revised as specified, effective Fall 2009.

Timetable of Actions

School of Family and Consumer Studies Approval: October 15, 2008