



## SCHOOL OF HOTEL AND RESTAURANT MANAGEMENT

Patricia M. Hopkins, *Interim Dean*

Gary A. Hamilton

Tarun Kapoor

Robert W. Small

Sandra A. Kapoor

William B. Martin

Robert A. Palmer

Lea D. Wikoff

The School of Hotel and Restaurant Management offers a four year curriculum that leads to a Bachelor of Science Degree in Hotel and Restaurant Management. The mission of the School of Hotel and Restaurant Management is to provide quality education for students entering management positions in the hospitality industry, to foster research of direct application and benefit to the hospitality industry, and to further the professional development of industry members.

The program provides students a combination of general education coursework linked with a core of business and hospitality management courses designed (1) to facilitate an understanding of the economic, legal, and social forces which shape the hospitality industry and (2) to provide a practical base of hospitality knowledge and abilities. Major coursework emphasizes human relations skills as well as qualitative and quantitative critical analysis.

A food and beverage practicum as well as additional laboratory experiences in food preparation, service, hotel operations, and property management are part of the course of study. Students are required to complete eight hundred (800) hours of work experience in hospitality related employment prior to graduation.

The School of Hotel and Restaurant Management is housed in the James and Carol Collins Center for Hospitality Management. The Center is specifically designed for this program and houses a public, student-operated full-service restaurant as well as additional laboratory, classroom, and administration facilities.

The School is the recipient of major research funding to study energy usage, energy management, and foodservice equipment for the hospitality industry. This research is being conducted in conjunction with the Colleges of Engineering and Environmental Design. The School is endowed with the Richard N. Frank Distinguished Lectureship Series and the Richard A. and Nancy A. Murbach Endowment Scholarship in Free Enterprise, which is awarded quarterly to the outstanding student in catering management. A wide range of scholarships is available to eligible students each year.

### CORE COURSES FOR MAJOR<sup>1</sup>

Leg Env of Bus Trans	.FRL	201	(4)
Accounting for Decision Making I	.ACC	204	(4)
Accounting for Decision Making II	.ACC	205	(4)
Accounting for Decision Making III	.ACC	206	(2)
Principles of Management	.MHR	301	(4)
Prin Mktg Mgmt	.MKT	301	(4)
Mgrl Fin I	.FRL	306	(2)
Mgmt Info Systems	.CIS	310	(4)

### Hotel and Restaurant Management Required Courses

#### Foundation Series:

Intro to Leis Ind	.HRT	101	(4)
Hotel & Rest San & Safety	.HRT	225	(4)
Hotel and Rest Superv	.HRT	245	(4)
Comm Food Prep	.HRT	281 <sup>2</sup>	(4)

#### Data Information Series:

Comp Applic—Hosp	.HRT	108	(4)
Hotel & Rest Acctg	.HRT	374	(4)
Food & Bev Cost Cnt	.HRT	375	(4)

1. A 2.0 cumulative GPA is required in core courses including option courses for the major in order to receive a degree in the major.

2. HRT 281 must be taken within 4 quarters of HRT 382.

#### Tech./Applied Mgt.:

Hotel & Rest Purchasing	.HRT	300	(4)
Hosp Mktg Mgmt	.HRT	302	(4)
Prop Maint Mgmt	.HRT	305	(4)
Hotel & Rest Law	.HRT	310	(4)

#### Food & Bev. Series:

F & B Operations I	.HRT	382	(4) <sup>2</sup>
F & B Operations II	.HRT	383	(12) <sup>2</sup>

#### Critical Thinking/Prob. Solv.:

Hosp Mgmt Policy	.HRT	410	(4)
Hosp Oper Analysis Seminar	.HRT	476	(4)
or Internship in Hosp Mgmt	.HRT	441	(4)
or Senior Project	.HRT	461	(2)
Senior Project	.HRT	462	(2)

### SUPPORT AND DIRECTED ELECTIVES

#### Major Required Support Courses

Select 20 units from the following courses with advisor approval. Eight of the 20 units of major req. support courses may be taken within the College of Bus. Admin., Foods and Nutr. Dept. or in another discipline with approved petition. The Hotel Concentration requires a minimum of 12 credits from the courses listed within the concentration.

#### Elective Hotel Concentration

Hotel Rms Mgmt	.HRT	304	(4)
Hotel Mkt, Sales & PR	.HRT	390	(4)
Hotel Operations Sem.	.HRT	425	(4)
or as appr by advisor	.HRT	499	(4)

#### Other Electives

Travel & Tourism Mgmt	.HRT	201	(4)
Quick Foodservice Mgmt	.HRT	235	(4)
Wines & Spirits	.HRT	315	(4)
Club Mgmt	.HRT	320	(4)
Labor Law Hosp Ind	.HRT	340	(4)
Travel Geography	.HRT	345	(4)
Hotel & Rest Layout	.HRT	365	(4)
Beverage Mgmt	.HRT	385	(4)
Hosp Prop Dev H/R	.HRT	395	(4)
Catrng & Banquet Mgmt	.HRT	401	(4)
Intrntl Trvl & Tourism	.HRT	415	(4)
Hosp Info Systems	.HRT	480	(4)
Meat Utilization	.AS	327	(4)
Seafood Processing Tech	.AS	328	(4)
Culinary Produce Technology	.AGR	222	(4)
Principles of Economics	.EC	202*	(4)

Consult advisor to determine under what category HRT 200, 299, 400, and 499 can be applied.

In addition to above coursework students must complete 800 hours of industry work experience required for graduation.

\*EC 202 is a prerequisite to ACC 206.

### GENERAL EDUCATION COURSES

#### Area 1: 12 units

A. One Course		(4)
B. One Course		(4)
C. One Course		(4)

#### Area 2: 16 units

A. Statistics w/APPS	.STA	120	(4)
B. One course		(4)	
C. One course		(4)	
D. Contemporary Nutrition	.FN	305	(4)

**Area 3: 28 units**

A. One course			(4)
B. Bus and Prof Ethics	.PHL	205	(4)
C. One course			(4)
D. Prin of Econ	.EC	201	(4)
E. One course			(4)
F. One course			(4)
G. Gen Psych	.PSY	201	(4)
or Healthy Am. Gastronome	.HRT	255	

**Area 4:**

Intro to Am Govt	.PLS	201	(4)
U.S. Hist Since Reconstruc	.HST	202	(4)

**Area 5: 8 units**

Pkg. A (select two):

COM 314, COM 321, COM 337

or Pkg. B: (Select two):

MHR 318; MHR 438; MHR 452

**Course Descriptions****HRT 101 Introduction to the Leisure Industry (4)**

Overview of the leisure industry with emphasis on the hotel, restaurant and club fields. Brief history, description and interrelationships of leisure components. Social and economic forces influencing leisure industry development. Career opportunities and requirements for success in each field. Four lectures.

**HRT 108/108L Computer Applications for the Hospitality Industry (3/1)**

Review of hardware and software systems for the hospitality industry. Practical applications will be emphasized in the areas of wordprocessing, spreadsheets, and databases for hospitality. Three lecture/problem-solving and one 3-hour laboratory. Corequisites: HRT 108 and HRT 108L.

**HRT 200 Special Problems for Lower Division Students (1-2)**

Individual or group investigations, research, studies or surveys of selected problems. Total credit limited to 4 units, with a maximum of 2 units per quarter.

**HRT 201 Travel and Tourism Management (4)**

Comprehensive study of travel management, its principles, practices, philosophies and systems. Examination of tourism as a developing industry; its travel modes, organizations, laws, and social and economic impact. Four lectures.

**HRT 225 Hotel and Restaurant Sanitation and Safety (4)**

Safety and sanitation as it affects the individual and the operation. Prevention and control of problems encountered in guest, customer, and employee safety and sanitation. Topics include accident and fire prevention, security maintenance, and foodborne illness. Four lecture/discussions. Prerequisite: HRT 101.

**HRT 235 Quick Foodservice (QFS) Management (4)**

The quick foodservice industry (fast foods, limited menu restaurants, cafeterias) will be introduced using case studies, written analyses, student presentations, and operation development projects. Areas covered will include franchiser-franchisee relationships, menu development, and service systems. Four lecture/problem-solving. Prerequisite: HRT 101.

**HRT 245 Hotel and Restaurant Supervision (4)**

Management of personnel in the hospitality industry. Application of supervision concepts and techniques to restaurants and hotels including leadership, communication, selection, training, performance appraisal, motivation, coaching, delegation, decision making and planning. Case studies. Four lecture/problem-solving. Prerequisite: HRT 101.

**HRT 255 The Healthy American Gastronome (4)**

Healthy and environmentally sound perspectives on culinary customs in America. Four lecture/discussions.

**HRT 281/281L Commercial Food Preparation (2/2) FWSp**

Study of products and equipment used in food preparation. Kitchen safety emphasized with food preparation techniques. Analysis of menus and service subsystems. Two lecture/problem-solving and two 3-hour laboratories. Corequisites: HRT 281 and HRT 281L. Prerequisites: HRT 225 and consent of instructor. Lab fee required. HRT 281/281L must be taken within 4 quarters of HRT 382/382L.

**HRT 299/299A/299L Special Topics for Lower Division Students (1-4)**

Group study of a selected topic, the title to be specified in advance. Total credit limited to 8 units, with a maximum of 4 units per quarter. Prerequisite: permission of instructor. Instruction is by lecture, laboratory, or a combination of both.

**HRT 300 Hotel and Restaurant Purchasing (4)**

Policy, procedures, controls, and their implementation in purchasing hotel and restaurant merchandise and supplies: equipment, serviceware, furniture, fixtures, art, contract services, food and beverage. Written analyses and evaluation of purchasing procedures, specification manuals, and receiving reports required. Four lecture/problem-solving. Prerequisite: HRT 225.

**HRT 302 Hospitality Marketing Management (4)**

Provides basic marketing knowledge and experience specific to the hospitality industry. Enables students to develop strategic marketing plans for restaurant and hotel properties. Four lecture/presentations. Prerequisite: MKT 301.

**HRT 304 Hotel Rooms Management (4)**

Examines the techniques, issues, and problems of rooms management systems. Incorporates the examination of front office procedures and housekeeping operations. Four lecture/presentations. Prerequisite: HRT 101.

**HRT 305/305L Property Maintenance Management (3/1)**

Comprehensive application of basic science to operation and maintenance of electrical and mechanical equipment via prepared analyses and written reports. Problem solving and solution techniques are emphasized. Includes refrigeration, heating, ventilation and air conditioning; kitchen and cleaning equipment; fire protection and safety. Three lecture/problem-solving and one 3-hour laboratory. Prerequisite: STA 120. Corequisites: HRT 305 and HRT 305L.

**HRT 310 Hotel and Restaurant Management Law (4)**

Fundamentals of law of particular importance to hotels, restaurants, resorts, and associated businesses; includes duties, rights and liabilities of the innkeeper-host and the guests. Cases. Four lecture/problem-solving. Prerequisite: FRL 201.

**HRT 315 Wines and Spirits (4)**

Study of grapes, wine making, spirits processing, storage and inventory, and control of spirits. History, economics, geography, evaluation, and comparative tasting of wines. Selection, storage, service of wines, wine lists, wine pricing, and wine sales promotion and profits. Wine and food evaluations. Four lecture/discussions. Prerequisite: Minimum age of student-21 years.

**HRT 320 Club Management (4)**

Prepares the student for operation of private clubs and tourist attractions. Selected topics (including organization, personnel practices, controls, housekeeping, finance, marketing, program management, risk management, taxes and regulation) are evaluated through case studies, written reports, and student analyses. Four lecture/presentations. Prerequisite: HRT 245.

**HRT 340 Labor Law in the Hospitality Industry (4)**

An examination of current labor law and its impact on the operation of hotels and restaurants. Includes state and federal regulations, court decisions and legislative requirements as they relate to hiring/recruitment, affirmative action, equal employment, collective bargaining, union avoidance, employee relations, discrimination in the workplace, as well as workers' compensation and wages. Lecture and case studies. Prerequisite: HRT 310.

**HRT 345 Travel Geography (4)**

The geography of tourism and recreation in selected regions of the world. Aspects of physical and cultural geography that directly affect the tourist industry. Four lecture/discussions.

**HRT 365 Hotel and Restaurant Layout and Design (4)**

Evaluation of work analysis, design procedures, human engineering, and activity analysis. Project-based course analyzing and developing solutions to layout and design facilities for hotels and restaurants that address employee needs, productivity, and the guests' needs and comfort. Four lecture/problem-solving. Prerequisites: HRT 304 or HRT 383.

**HRT 374 Hotel and Restaurant Accounting (4)**

Comprehensive application of accounting principles to the hospitality industry: accounting practices, financial statements, income/expense account and

statements, and special purpose journals and ledgers. Problem solving methods applied to managerial decisions. Four lecture/problem-solving. Prerequisites: ACC 206 and HRT 108.

**HRT 375 Food and Beverage Cost Controls (4)**

Analyzing food, beverage, and labor cost controls. Problem solving and solution techniques are applied by students in realistic operational situations. Areas covered include cost, volume, profit relationships, food cost determination, standard costs, forecasting, sales control, and menu pricing. Four lecture/problem-solving. Prerequisites: ACC 206 and HRT 108.

**HRT 382/382L Food and Beverage Operations I (2/2) FWSp**

Comprehensive study of restaurant and food service management principles, practices, philosophies, and systems. Competency-based skills incorporating the practices of the SHRM restaurant. Two lecture/problem-solving and two 3-hour laboratories. Corequisites: HRT 382 and 382L. Prerequisites: HRT 281/281L, within 4 quarters, HRT 300, HRT 374, and HRT 375. Lab fee required.

**HRT 383/383L Food and Beverage Operations II (4/8) FWSp**

Comprehensive application of food and beverage principles, practices, philosophies, and systems in operating a casual and fine dining restaurant. Analysis of daily operations with a focus on developing viable solutions to problems. Four lecture/problem solving and eight 3-hour laboratories. Corequisites: HRT 383 and 383L. Prerequisites: HRT 382/382L which must be taken immediately prior to this course.

**HRT 385/385L Beverage Management (3/1)**

Planning, organizing and analyzing of a beverage facility. Problem solving methods and solution techniques are applied through written projects and an on-the-job laboratory. Topics include alcoholic beverage control regulations, examination of product, service methods and computerized control systems. Three lectures-problem-solving and one 3-hour laboratory. Corequisites: HRT 385 and HRT 385L. Prerequisites: HRT 300, HRT 382 and HRT 108.

**HRT 390 Hotel Marketing, Sales, and Public Relations (4)**

Analysis and application of the principles of marketing to hotel operations. A project-based course that includes problem-solving and solution techniques applied to factors that impact the marketing and promotion of the hotel business. Four lecture/problem-solving. Prerequisite: HRT 302.

**HRT 395 Hospitality Property Development R/H (4)**

Project-based course. Planning a restaurant or hotel from concept to opening: location and market analysis; competitor analysis; menu development and pricing; equipment selection; organizing and staffing; feasibility and forecasting income, costs and profits; employee training and management development; and promoting and advertising. Four lecture/problem-solving. Prerequisites: HRT 375 and HRT 383.

**HRT 400 Special Problems for Upper Division Students (1-2)**

Individual or group investigation, research, studies, or surveys of selected problems. Total credit limited to 4 units.

**HRT 401/401L Catering and Banquet Management (2/2)**

Planning, marketing, financing, organizing and implementing a catered banquet function. As managers and crew, students produce a series of catered banquet meals. Two lecture/problem-solving, and six hours laboratory. Corequisites: HRT 401 and HRT 401L. Prerequisites: HRT 375 and 383.

**HRT 410 Hospitality Management Policy (4)**

Integrated seminar in the application and development of policy matters for hospitality management. Case-problem analysis involving hospitality business functions and application of analytical techniques to this industry. Four seminar/discussions. Prerequisites: HRT 375 and HRT 382.

**HRT 415 International Travel and Tourism (4)**

Description and analysis of international travel from the view of the American traveler and the travel entrepreneur. Communication of solutions to problems of travel and tourism development; analysis of popular international travel destinations. Four lecture/problem-solving. Prerequisite: HRT 201.

**HRT 425 Hotel Operation Seminar (4)**

Analysis and simulation of a hotel operation. Competency-based skills developed by prepared student analyses, written reports, and on-the-job learning opportunities in the front office, guest services, maintenance and engineering, housekeeping, and function coordination. Four seminar/discussions. Prerequisites: HRT 304 and senior standing.

**HRT 441 Internship in Hotel and Restaurant Management (1-4)**

On-the-job training in some phase of hotel, restaurant, or travel. The experience must be new to the student. Analytical reports are made periodically to the faculty coordinator. One unit of credit is granted for each 100 hours of training. Units of college credit are dependent upon departmental approval. Total credit limited to four units. Prerequisite: Consent of advisor.

**HRT 461, 462 Senior Project (2) (2)**

Selection of a current development or problem in the hotel, restaurant, or travel industry. Completion of a written project under faculty supervision. Required minimum-120 hours. Prerequisites: Senior standing and HRT 410.

**HRT 476 Hospitality Operations Analysis Seminar (4)**

A capstone course to integrate various disciplines within the hospitality industry and utilize conceptual, analytical, and problem-solving skills. Problem identification, data collection, data analysis, and generation of viable solutions are emphasized. Four seminar/discussions. Prerequisites: HRT 410.

**HRT 480 Hospitality Information Systems Seminar (4)**

An advanced seminar on hospitality information systems. Topics include optimal utilization of property management systems, yield management, system reliability/flaws, purchasing systems for large organizations, hospitality systems analysis, implementation, and training. Four seminars. Prerequisite: HRT 108.

**HRT 499/499A/499L Special Topics for Upper Division Students (1-4)**

Group study of a selected topic, the title to be specified in advance. Total credit limited to 8 units, with a maximum of 4 units per quarter. Prerequisite: Consent of instructor. Instruction is by lecture, laboratory, or a combination of both.