



Bergen Community College
Division of Business, Arts, and Social Sciences
Department of Business & Hotel/Restaurant Management

HRM 203 Beverage Management

Date of Most Recent Syllabus Revision:

Course Typically Offered: Fall ___ Spring ___ Summer ___ **Every Semester** ___ Other _____

Syllabus last reviewed by: BCC General Education Committee _____ Date: _____

(Most courses need review Ad Hoc Committee on Learning Assessment _____ Date: _____

by only one of the following) **Curriculum Committee:** _____ Date: SPRING 2019

Basic Information about Course and Instructor

Semester and year:

Course and Section Number: HRM 203 Beverage Management

Meeting Times and Locations:

Instructor:

Email Address:

Office Location:

Phone:

Departmental Secretary: Linda Karalian, 201-447-7214, lkaralian@bergen.edu

Office Hours:

Course Description:

Official Catalog Course Description

This course is a study of beverage service in the hospitality industry, and covers the history, sources, production, uses, marketing, control, and legislation pertaining to alcoholic and non-alcoholic beverages. Bartending skills, mixology, tastings and beverage service in hands-on settings are

studied. Food and beverage pairings are explored. This course prepares students for TIPS and ServSafe Alcohol certification examinations.

Hours: Lecture [1.00]. Lab [2.00].

2 credits

Prerequisites: HRM-101

Co-requisites: None

Cross Listed Courses: None

Student Learning Objectives:

As a result of meeting the requirements in this course, students will be able to:

1. Identify levels of intoxication and methods to control consumption by guests
2. Explain the sources, production, presentation and service of alcoholic and non-alcoholic beverages
3. Streamline an internal beverage control system
4. Develop a food and beverage pairing menu
5. Relate local, state, and federal laws pertaining to the service and purchase of alcoholic beverages

Means of Assessment

The major assessment types (means of assessment) utilized in this course are graded class participation, objective tests and examinations, presentations, and student projects (individual). There are also nationally-recognized TIPS and ServSafe Alcohol certification examinations.

Course Content

This course is intended to prepare students to identify and explain the sources, production, use, service, and legal aspects of alcoholic and non-alcoholic beverages in all facets of the hospitality industry. It involves tasting and identifying the types of food to be paired with beverages, thereby preparing students to recommend various types of beverages to include on the menu. It also prepares students to execute the necessary steps to reduce overserving of alcoholic products. Therefore, the course includes the following mandatory components:

1. Daily discussion of beverages and their place on the menu
2. Explaining proper ways to manage alcoholic beverage service
3. Differentiating the sources, methods of production, taste and service of various types of hot and cold beverages

Course Content

In addition to all of the scheduled topics and assessments, ServSafe Alcohol is a nationally-recognized industry certification by the National Restaurant Association. The textbook for preparation of this examination is available in the BCC bookstore. Materials for TIPS certification are available online.

Special Features of the Course

The use of learning technologies in the course (Internet, PowerPoint, Prezi, Moodle, etc.) is necessary to help you succeed in this course and in the industry.

Course Texts and/or Other Study Materials

Required

Katsigris, C., & Thomas, C. (2012). *The bar & beverage book, 5th edition*. Hoboken, N.J: Wiley.
ISBN: 9780470248454

Servsafe alcohol: Fundamentals of responsible alcohol service, 3rd Ed. (2017). Chicago, IL: National Restaurant Association.

Grading Policy

The grading system used for this course will combine the following

Quizzes	35%
Assignments & Presentations	25%
Midterm Examination	10%
Final Examination	20%
Class participation	10%
	<u>100%</u>

On ServSafe Alcohol exam day, ServSafe Alcohol examinees must furnish a ServSafe answer sheet, which usually comes with the book. This exam is also available to be taken on your own online when you feel ready. However, it is strongly recommended that you wait until the relevant lectures have been completed so that you can be better prepared to take the exam.

Course Outline and Calendar

Session	Date(s)	Topic	Chapters
1		Course Introduction & History; Responsible Beverage Service Alcoholic Awareness, Regulatory Bodies and Laws	1, 2, 16; ServSafe Alcohol
2		Alcoholic Awareness, Regulatory Bodies and Laws (Cont'd)	16; ServSafe Alcohol; TIPS Online Resource
3		Alcoholic Awareness, Regulatory Bodies and Laws (Cont'd)	16; ServSafe Alcohol; TIPS Online Resource
4		ServSafe Alcohol & TIPS Examinations	
5		Developing the Beverage Line	3 & 4

6		Non-Alcoholic Beverages; ServSafe Alcohol & TIPS Examination Retakes (As needed)	
7		Non-Alcoholic Beverages (Cont'd)	
8		Midterm Examination	
9		Wines I	6 & 7
10		Wines II	6 & 7
11		Beers I	8
12		Beers II	8
13		Spirits I	5
14		Spirits II; Review for Final Examination	5
15		Final Examination	

Notes to Students:

- 1 - Syllabus may change due to unforeseen circumstances or to take advantage of educational opportunities.
- 2 – The instructor will provide Moodle and in-class updates on test, presentation, and assignment due dates.
- 3 – Please log on to Moodle for handouts that are not distributed in hard copy form.

Attendance Policy

All students are expected to attend every scheduled meeting of each course in which they are registered. It is understandable there are times you may not be able to attend a session, or part thereof. In such cases, you are responsible for checking with the instructor, Moodle, classmates, etc. to be up to date on any work missed. You must also inform the instructor of any missed scheduled tests or presentations before class start time in order to request a make-up. Attendance will be kept by the instructor for administrative and counseling purposes. Assignments that are due by electronic submission are still due at the beginning of the scheduled class even if you are not present in class. A 5% per business day reduction will occur for late work submission, unless you had received an excused extension from your instructor before the assigned due date. (Ex. Monday to Tuesday = 1 business day)

Overall Class Participation (up to 10 performance points)

Class participation by students (including regular and timely attendance and active engagement in class sessions) is an essential part of this course. I expect you to participate actively and constructively in our class sessions in ways that show respect and courtesy to me and to your classmates. As we proceed through the semester, there will be class discussions on all of the major topics covered in the course. You are required to participate actively in our discussions and other class activities. (You are also free to generate online discussions in the Moodle Forum. Such online discussions are not required. They are completely up to you and other members of the class. Online discussion activity will not affect your grade one way or another.)

"Plus" behaviors: To earn points for class participation, you must (1) attend class regularly and on time and not leave early; (2) be well-prepared for class by doing all assigned reading and other out-of-class assignments ahead of time; (3) participate voluntarily, actively, intelligently, and constructively in class discussions; (4) do all in-class assignments; (5) show a positive and serious attitude toward the course; and (6) utilize frequently and actively the materials and facilities on the Moodle site.

"Minus" behaviors: Behaviors such as the following will result in your losing points for class participation: (1) being absent from or late for class; (2) leaving class early; (3) continually walking out of and coming back into class; (4) sleeping in class; (5) being inattentive to class lectures and discussions; (6) behaving inappropriately in class (e.g., acting silly; conducting private conversations in the back of the room; utilizing cell phones, headphones, and other distracting devices in class; eating, drinking, or chewing gum in class; defacing classroom furniture; etc.); (7) being impolite, rude, or discourteous to me or to your classmates; (8) not being adequately prepared for class; (9) showing a negative or frivolous attitude toward the course; (10) Not utilizing the materials and facilities on the course website.

Other College Policy Statements

Code of Student Conduct:

http://bergen.edu/wp-content/uploads/StudentCodeofConduct2016_EngVer12062016.pdf

Statement on plagiarism and/or academic dishonesty:

Please read pages 8 – 9 in the above link. Students are not excused from the penalties for not being aware of or for not having read the policies set forth regarding plagiarism and other forms of academic dishonesty.

ADA Statement:

Students who require accommodations in accordance with the Americans with Disabilities Act (ADA) can request these services from the Office of Specialized Services. To learn more about how to apply for services, please visit <http://www.bergen.edu/oss>.

Note: Those who have completed the OSS paperwork and received accommodations during previous semesters might not be automatically eligible in subsequent semesters in every case.