

Montgomery County Community College
CUL151
Purchasing & Cost Control
3-3-0

COURSE DESCRIPTION:

This course is designed to give the students a background in basic techniques of purchasing and costing in the hospitality industry. This course stresses the importance of purchasing and costing in the hospitality industry. The course details the flow of goods, including inventory, forecasting, purchase specifications, product yield, purchasing, receiving, storing, inventory control, and issuing of food and beverage. Students will also practice bid sheets, food and sales cost, profit and loss statements and food and labor cost analysis. This course is subject to a course fee. Refer to <http://mc3.edu/adm-fin-aid/paying/tuition/course-fees> for current rates.

REQUISITES:

Previous Course Requirements

None

Concurrent Course Requirements

None

LEARNING OUTCOMES	LEARNING ACTIVITIES	EVALUATION METHODS
Upon successful completion of this course, the student will be able to:		
1. Analyze the concepts of selection and procurement for hospitality & food service operations.	Written assignments & Lecture	Written Exam
2. Analyze market fluctuations and product costs.	Written assignments & Lecture	Written Exam
3. Conduct yields and the effect on food cost.	Written assignments & Lecture	Assignment

4. Analyze profit and loss statements with emphasis on inventory controls.	Written assignments & Lecture	Assignment
5. Identify proper product selection factors and correct receive & storage procedures for various ingredients.	Written assignments & Lecture	Assignment

At the conclusion of each semester/session, assessment of the learning outcomes will be completed by course faculty using the listed evaluation method(s). Aggregated results will be submitted to the Associate Vice President of Academic Affairs. The benchmark for each learning outcome is that *70% of students will meet or exceed outcome criteria.*

SEQUENCE OF TOPICS:

1. Lecture: Course Overview and Introduction to Purchasing
2. Lecture: Par Stock, Inventory Controls, and Ethics in Purchasing
3. Lecture: Specifications and Bid Sheets
4. Lecture: Procurement, Storage & Sustainable Practices
5. Lecture: Dry Ingredients & Produce
6. Lecture: Meat, Fish & Dairy
7. Lecture: Yields, Food Cost & Beverage Cost
8. Lecture: Smallwares & Nonperishables
9. Lecture: Food & Beverage Costing, Labor Cost
10. Lecture: Operating Budgets & Reports, P&L Statement
11. Lecture: Food Cost & Labor Cost Analysis
12. Lecture: Operating Systems for Food & Sales Tracking
13. Project Presentation 14. Final Exam.

LEARNING MATERIALS:

Dittmer, Paul & Keefe, Desmond. *Principles of Food, Beverage, and Labor Cost Controls 9th ed.* New Jersey. Wiley. 2009.

Lynch, Francis. *The Book of Yields 8th ed.* New Jersey. Wiley. 2012

Other learning materials may be required and made available directly to the student and/or via the College's Libraries and/or course management system.

COURSE APPROVAL:

Prepared by: Debra Hunt	Date: 3/2005
Revised by: Christopher Allen Tanner & Debra Hunt	Date: 12/2012
VPAA/Provost or designee Compliance Verification: Victoria L. Bastecki-Perez, Ed.D.	Date: 1/14/2013
Revised by: Debra Hunt	Date: 1/27/2014
VPAA/Provost or designee Compliance Verification: Victoria L. Bastecki-Perez, Ed.D.	Date: 11/2014
Revised by: Francine Marz, MBA, CEC	Date: 8/24/2015
VPAA/Provost or designee Compliance Verification: Victoria L. Bastecki-Perez, Ed.D.	Date: 12/22/2015
Revised by: Joseph Jacques, CEPC	Date: 6/9/2021
VPAA/Provost or designee Compliance Verification: Gloria Oikelome, Ed.D.	Date: 6/9/2021
Revised by: Joseph Jacques, CEPC	Date: 6/27/2023
VPAA or designee Compliance Verification:	



This course is consistent with Montgomery County Community College's mission. It was developed, approved and will be delivered in full compliance with the policies and procedures established by the College.