

# Hospitality Management (HOSP)

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## Hospitality Management (HOSP)

In the Hospitality Management program at Cincinnati State, students learn the basics of lodging and restaurant operation, along with event management skills and hospitality management training. Students develop knowledge and skills through classroom instruction, laboratory experience, and cooperative education. Graduates earn an Associate of Applied Business degree and are prepared for supervisory positions in a variety of hospitality venues.

For more information, please contact the Business Technologies Division at (513) 569-1620.

## Hospitality Management (HOSP)

<b>Semester 1</b>		<b>Lec</b>	<b>Lab</b>	<b>Credits</b>
ECO 105	Principles of Microeconomics ( G )	3	0	3
ENG 101	English Composition 1 ( G )	3	0	3
HRM 100	Hospitality Careers ( B )	1	0	1
HRM 105	Food Service Sanitation ( B )	1	0	1
MGT 101	Principles of Management ( T )	3	0	3
FYE 1XX First Year Experience Elective ( B )		1	0	1
IM 1XX Computer Elective ( B )				3
<b>Semester 2</b>				
BUS 190	Professional Practices ( B )	1	0	1
HRM 110	Food and Beverage Cost Control ( T )	3	0	3
HRM 115	Rooms Division Management ( T )	4	0	4
ENG 10X English Composition Elective ( G )		3	0	3
MAT XXX Mathematics Elective ( G )		3	0	3
<b>Semester 3</b>				
HRM 291	Full-Time Cooperative Education 1: Hospitality Management ( T )	1	40	2
<b>Semester 4</b>				
ACC 101	Financial Accounting ( B )	2	2	3
HRM 130	Food and Beverage Division Management ( T )	4	0	4
MGT 220	Leadership ( T )	3	0	3
MKT 101	Principles of Marketing ( B )	3	0	3
COMM 1XX Communication Elective ( T )		3	0	3
<b>Semester 5</b>				
ACC 102	Managerial Accounting ( T )	2	2	3
HRM 135	Event, Meeting, and Convention Management ( T )	4	0	4
LAW 101	Business Law ( B )	3	0	3
XXX XXX Arts/Humanities Elective ( G )				3
<b>Semester 6</b>				

HRM 292	Full-Time Cooperative Education 2: Hospitality Management ( T)	1	40	2
Total Credits:		52	84	62

## Electives

### First Year Experience Elective

FYE 100	College Survival Skills	1
FYE 105	College Success Strategies	2
FYE 110	Community College Experience	3

### Computer Elective

IM 111	Computer Applications 1	3
IM 120	Electronic Spreadsheets: Microsoft Excel	3
IM 200	Information Systems for Managers	3

### English Composition Elective

ENG 102	English Composition 2: Contemporary Issues	3
ENG 103	English Composition 2: Writing about Literature	3
ENG 104	English Composition 2: Technical Communication	3
ENG 105	English Composition 2: Business Communication	3

### Mathematics Elective

MAT 111	Business Mathematics	3
MAT 115	Pre-Statistics	3
MAT 131	Statistics 1	3
MAT 132	Statistics 2	3
MAT 151	College Algebra	4
MAT 215	Business Calculus	6
MAT 251	Calculus 1	5
MAT 252	Calculus 2	5

### Communication Elective

COMM 105	Interpersonal Communication	3
COMM 110	Public Speaking	3

### Arts/Humanities Elective

Any Transfer Module course from ART, LIT, MUS, PHI, REL, THE, or COMM 130		3
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## Faculty

### Program Chair/Advisor

Jeffrey Sheldon, CCE  
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### Advisor

Paula Kirch Smith, M.Ed., CHE  
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### Co-op Coordinator

Falicia Grace, BBM  
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## HRM Courses

### HRM 100 Hospitality Careers

**1 Credit. 1 Lecture Hour. 0 Lab Hour.**

An introduction to the hospitality industry. Topics include: history, structure, and trends of the hospitality industry; career opportunities; and preparation for cooperative education experience.

Prerequisites: AFL 085 or appropriate placement test score

**HRM 105 Food Service Sanitation****1 Credit. 1 Lecture Hour. 0 Lab Hour.**

A course on sanitation and safety in the food service industry. Students complete the ServSafe certification exam as part of this course.

Prerequisites: AFL 085 or appropriate placement test score

**HRM 110 Food and Beverage Cost Control****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on food service cost control systems. Topics include: food, beverage, and labor cost control; sales control; and profit and loss analysis.

Prerequisites: AFM 092 or appropriate placement test score

**HRM 115 Rooms Division Management****4 Credits. 4 Lecture Hours. 0 Lab Hour.**

A course on rooms division management and operations. Topics include: operating procedures for performing the hotel audit; registration and reservations; hotel rates; posting charges and credits; housekeeping and sanitation; and security.

Prerequisites: HRM 100

**HRM 130 Food and Beverage Division Management****4 Credits. 4 Lecture Hours. 0 Lab Hour.**

A course on concepts and techniques for food and beverage management and operations. Topics include: leadership and supervision, operating procedures, and internal and external marketing of food and beverage services.

Prerequisites: HRM 105 and (ENG 101 or ENQ REQC)

**HRM 135 Event, Meeting, and Convention Management****4 Credits. 4 Lecture Hours. 0 Lab Hour.**

A course on concepts and techniques for effective management of special events. Topics include: event planning, sales processes within catering operations, and negotiating sales and catering contracts.

Prerequisites: HRM 115 and HRM 130

**HRM 191 Part-Time Cooperative Education 1: Hospitality Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their first part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 100 and co op coordinator consent

Instructor Consent Required

**HRM 192 Part-Time Cooperative Education 2: Hospitality Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their second part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 191

**HRM 193 Part-Time Cooperative Education 3: Hospitality Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their third part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 192

**HRM 194 Part-Time Cooperative Education 4: Hospitality Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their fourth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 193

**HRM 195 Part-Time Cooperative Education 5: Hospitality Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their fifth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 194

**HRM 196 Part-Time Cooperative Education 6: Hospitality Management**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their sixth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 195

**HRM 198 First Year Special Topics in Hospitality Management**

**1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A course on selected topics related to Hospitality Management, which gives students opportunities to study information not currently covered in other courses. Grades issued are A, B, C, D, or F.

Prerequisites: Vary by section

**HRM 199 First Year Independent Project in Hospitality Management**

**1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A project related to Hospitality Management that is completed by one or more students to meet specific educational goals. Projects must have prior approval and supervision by Hospitality Management faculty. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: Vary by section

**HRM 291 Full-Time Cooperative Education 1: Hospitality Management**

**2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their first full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 100 and co op coordinator consent

Instructor Consent Required

**HRM 292 Full-Time Cooperative Education 2: Hospitality Management**

**2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their second full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 291

**HRM 293 Full-Time Cooperative Education 3: Hospitality Management**

**2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their third full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: HRM 292

**HRM 298 Second Year Special Topics in Hospitality Management**

**1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A course on selected topics related to Hospitality Management, which gives students opportunities to study information not currently covered in other courses. Grades issued are A, B, C, D, or F.

Prerequisites: Vary by section

**HRM 299 Second Year Independent Project in Hospitality Management**

**1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A project related to Hospitality Management that is completed by one or more students to meet specific educational goals. Projects must have prior approval and supervision by Hospitality Management faculty. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: Vary by section

## **MGT Courses**

**MGT 101 Principles of Management**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on the history and fundamental concepts of modern management. Topics include: planning, leading, organizing and controlling; global and domestic environments for management; change management; quality management; team management; and communication skills for managers.

Prerequisites: AFL 080 or appropriate placement test score

**MGT 105 Human Resource Management**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on the role of the human resource department and the supervisor's role in various human resource functions. Topics include: recruiting, choosing, and training employees; compensation and benefits; performance evaluation; disciplinary actions; and workplace rights and responsibilities.

Prerequisites: None

**MGT 110 Employee Compensation and Benefits****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts of compensation and benefits programs. Topics include: the labor market, pay structures, collective bargaining, health care plan administration, cost control techniques, retirement and savings plans, disability insurance, and workers' compensation.

Prerequisites: MGT 105

**MGT 120 Entrepreneurship****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on starting and growing new businesses. Topics include: identifying new venture opportunities, evaluating the viability of a new venture, and understanding skills needed for successful business operations. Students prepare a business plan for potential investor review.

Prerequisites: None

**MGT 125 Business Ethics****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on principles of business ethics and moral reasoning. Topics include: corporate disclosure, discrimination, whistle blowing, computer crime, and international ethics.

Prerequisites: None

**MGT 130 Project Management****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

An introduction to project management in various industries. Topics include: planning and prioritizing projects, obtaining project approvals, working with diverse teams, managing all elements of projects, evaluating project results, and using Microsoft Project software.

Prerequisites: None

**MGT 140 Quality Management****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts and techniques of quality management and continuous improvement for manufacturing and service organizations. Topics include: establishing a customer driven organization, and using effective feedback and control systems.

Prerequisites: MGT 100 or MGT 101

**MGT 145 Training Development and Facilitation****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on concepts and techniques for successful implementation of training and information sessions in a business environment. Topics include: needs assessment, transfer of training, learning environment design, training methods, and evaluation of training programs.

Prerequisites: MGT 105

**MGT 160 Small Business Funding****3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on funding issues confronting start-up ventures and entrepreneurs. Topics include: tools, concepts, and approaches to financial operations of small businesses; determining financial need; placing value on a venture; locating funding sources; and preparing funding requests.

Prerequisites: ACC 101 and MGT 120

**MGT 191 Part-Time Cooperative Education 1: Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their first part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: BUS 190

**MGT 192 Part-Time Cooperative Education 2: Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their second part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 191

**MGT 193 Part-Time Cooperative Education 3: Management****1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their third part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 192

**MGT 194 Part-Time Cooperative Education 4: Management**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their fourth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 193

**MGT 195 Part-Time Cooperative Education 5: Management**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their fifth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 194

**MGT 196 Part-Time Cooperative Education 6: Management**

**1 Credit. 1 Lecture Hour. 20 Lab Hours.**

Students seeking an associate's degree participate in their sixth part-time field learning experience related to their degree. Students are expected to register for academic courses during the same semester. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 195

**MGT 198 First Year Special Topics in Management**

**1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A course on selected topics related to Management, which gives students opportunities to study information not currently covered in other courses.

Grades issued are A, B, C, D, or F.

Prerequisites: Vary by section

**MGT 199 First Year Independent Project in Management**

**1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A project related to Management that is completed by one or more students to meet specific educational goals. Projects must have prior approval and supervision by Management faculty. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: Vary by section

**MGT 220 Leadership**

**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on the role of successful integrative leaders in organizations. Topics include: historical and contemporary approaches to leadership, leadership for change, team leadership, servant leadership, and communication skills for leaders.

Prerequisites: MGT 100 or MGT 101

**MGT 290 Business Management Capstone**

**3 Credits. 2 Lecture Hours. 2 Lab Hours.**

Students use case studies and simulations to examine the entire scope of management, including functional and decision making areas such as production, management, marketing, finance, and accounting.

Prerequisites: MGT 100 or MGT 101, MKT 101, ACC 101

**MGT 291 Full-Time Cooperative Education 1: Management**

**2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their first full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: BUS 190

**MGT 292 Full-Time Cooperative Education 2: Management**

**2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their second full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 291

**MGT 293 Full-Time Cooperative Education 3: Management**

**2 Credits. 1 Lecture Hour. 40 Lab Hours.**

Students seeking an associate's degree participate in their third full-time field learning experience related to their degree. Students must follow cooperative education policies and procedures to earn credit. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: MGT 292

**MGT 298 Second Year Special Topics in Management**

**1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A course on selected topics related to Management, which gives students opportunities to study information not currently covered in other courses.

Grades issued are A, B, C, D, or F.

Prerequisites: Vary by section

**MGT 299 Second Year Independent Project in Management**

**1-9 Credits. 0 Lecture Hour. 0 Lab Hour.**

A project related to Management that is completed by one or more students to meet specific educational goals. Projects must have prior approval and supervision by Management faculty. Grades issued are Satisfactory or Unsatisfactory.

Prerequisites: Vary by section