

Hospitality Management (HOSP)

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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.

All Hospitality Management courses are available online, which provides flexibility for students in completing degree requirements. However, the course HRM 105, Food Service Sanitation, must be completed via a proctored exam to qualify for a national certification through the American Culinary Federation.

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

To apply for this program at Cincinnati State, visit the Admissions (<http://www.cincinnati.edu/academics/admission>) section of the College website.

Hospitality Management (HOSP)

Semester 1		Lec	Lab	Credits
FYE 1XX	First Year Experience Elective (B)	1	0	1
ENG 101	English Composition 1 (G)	3	0	3
HRM 100	Hospitality Careers (T)	1	0	1
IM 1XX	Computer Elective (B)	2	3	3
MGT 101	Principles of Management (B)	3	0	3
MAT XXX	Mathematics Elective (G)	3	0	3
Semester 2				
BUS 190	Professional Practices (T)	1	0	1
ENG 10X	English Composition Elective (G)	3	0	3
HRM 110	Food and Beverage Cost Control (T)	3	0	3
HRM 115	Rooms Division Management (T)	4	0	4
ECO 105	Principles of Microeconomics (G)	3	0	3
Semester 3				
ACC 101	Financial Accounting (B)	2	2	3
COMM 1XX	Communication Elective (T)	3	0	3

HRM 130	Food and Beverage Division Management (T)	4	0	4
MKT 1XX	Marketing Elective (B)	3	0	3
Semester 4				
MGT 220	Leadership (T)	3	0	3
HRM X9X	Cooperative Education Elective: Hospitality Management (T)	1	40	2
Semester 5				
ACC 102	Managerial Accounting (T)	2	2	3
XXX XXX	Arts/ Humanities Elective (G)	3	0	3
HRM 135	Event, Meeting, and Convention Management (T)	4	0	4
LAW 101	Business Law (B)	3	0	3
Semester 6				
HRM X9X	Cooperative Education Elective : Hospitality Management (T)	1	40	2
Total Credits:		56	87	61

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 105	Quantitative Reasoning	3
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
Marketing Elective		
MKT 101	Principles of Marketing	3
MKT 105	Marketing and Customer Relations	3
Cooperative Education Electives (4 credit hours required)		
HRM 191	Part-Time Cooperative Education 1: Hospitality Management	1
HRM 192	Part-Time Cooperative Education 2: Hospitality Management	1
HRM 193	Part-Time Cooperative Education 3: Hospitality Management	1
HRM 194	Part-Time Cooperative Education 4: Hospitality Management	1
HRM 291	Full-Time Cooperative Education 1: Hospitality Management	2
HRM 292	Full-Time Cooperative Education 2: Hospitality Management	2

The letters G, B, and T (displayed after course titles or elective descriptions) identify types of courses required by the Ohio Department of Higher Education as part of an associate's degree curriculum.

G = General Education course in this curriculum

B = Basic Skills course in this curriculum

T = Technical course in this curriculum

Hospitality Management (HOSP)

- Demonstrate a working knowledge and application of hospitality terminology, concepts, and ethics.
- Understand the functions of customer service within the organization and external environments and how customer service contributes to organizational attainment of goals and objectives.
- Recognize the management functions of planning, leading, organizing, and controlling.
- Demonstrate skills in creative and critical thinking, written and oral communication, and ethical reasoning that will enable students to interact with employers, suppliers, and customers.
- Demonstrate the ability to comply with current laws, rules, and regulations governing food service, lodging, and tourism.
- Assess and develop individual communication, leadership, and team building skills while recognizing and adapting to the communication, leadership, and team building styles of others.
- Understand how to effectively manage the resources of hospitality operations, including human resources and financial controls.

Faculty

Program Chair/Advisor

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

Scott Holubetz, AAB, AOS, BA
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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: None

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: ENG 101

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

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
Ohio Transfer Assurance Guide Approved**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 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: ACC 101

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 131 Project Management Professional Certification Review**3 Credits. 3 Lecture Hours. 0 Lab Hour.**

A course on fundamentals of 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. This course satisfies the education requirement to sit for the PMP (Project Management Professional) exam.

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 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 (minimum grade C)

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 (minimum grade C)

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