New York City College of Technology, CUNY

CURRICULUM MODIFICATION PROPOSAL FORM

This form is used for all curriculum modification proposals. See the [Proposal Classification Chart](http://www.300jaystreet.com/college-council/resources/2010/04/2013-10-09-Proposal_Classification_Chart.docx) for information about what types of modifications are major or minor. Completed proposals should be emailed to the Curriculum Committee chair.

|  |  |
| --- | --- |
| **Title of Proposal** | HMGT Minor Changes |
| **Date** | March 17, 2014 |
| **Major or Minor** | Minor |
| **Proposer’s Name** | Elizabeth Schaible |
| **Department** | Hospitality Management |
| **Date of Departmental Meeting in which proposal was approved** | March 4, 2014 |
| **Department Chair Name** | Elizabeth Schaible |
| **Department Chair Signature and Date** |  |
| **Academic Dean Name** | Bonne August, Provost |
| **Academic Dean Signature and Date** |  |
| **Brief Description of Proposal**  (Describe the modifications contained within this proposal in a succinct summary. More detailed content will be provided in the proposal body. | 1. Change the prerequisites of *HMGT 1203 Culinary Arts* I to include *HMGT 1103 Sanitation and Safety Principles.*  2. Change the prerequisites of *HMGT 1204 Baking and Pastry Arts I* to include *HMGT 1103* *Sanitation and Safety Principles*.  3. Withdraw *HMGT 4985* *Conference Meetings and Business Travel Planning* from department course offerings. |
| **Brief Rationale for Proposal**  (Provide a concise summary of why this proposed change is important to the department. More detailed content will be provided in the proposal body). | 1 and 2. Students entering their first culinary and baking laboratory classes (HMGT 1203, 1204) need to have completed HMGT 1103 *Sanitation and Safety Principles* for health, safety, and sanitation reasons.  3. With the changing marketplace in corporate travel, the content in *HMGT 4985* *Conference Meetings and Business Travel Planning* is no longer relevant. |
| **Proposal History**  (Please provide history of this proposal: is this a resubmission? An updated version? This may most easily be expressed as a list). | New proposal. |

**CONTENTS**

|  |  |
| --- | --- |
| Completed CURRICULUM MODIFICATION FORM including: |  |
| * Brief description of proposal | X |
| * Rationale for proposal | X |
| * Date of department meeting approving the modification | X |
| * Chair’s Signature | X |
| * Dean’s Signature | X |
| Evidence of consultation with affected departments  List of the programs that use this course as required or elective, and courses that use this as a prerequisite. | NA |
| Documentation of Advisory Commission views (if applicable). | NA |
| Completed [Chancellor’s Report Form](http://www.300jaystreet.com/college-council/resources/2010/04/2013-10-09-Chancellor_Report_Quick_Reference_Guide.doc). | X |

**EXISTING PROGRAM MODIFICATION PROPOSALS**

|  |  |
| --- | --- |
| Documentation indicating core curriculum requirements have been met for new programs/options or program changes. | NA |
| Detailed rationale for each modification (this includes minor modifications) | NA |

**Rationale for Hospitality Management Proposed Minor Curriculum Changes ~ Spring 2014**

**1. HMGT 1203 Culinary Arts I**

Add HMGT 1103 Food Sanitation and Safety Principles to prerequisites

Current Prerequisites: HMGT 1101, 1102

Proposed Prerequisites HMGT 1101, 1102, 1103

Rationale ~ All students in the Hospitality Management department must have training in food safety and sanitation before they enroll in HMGT 1203 Culinary Arts I. Students formerly received this training as part of HMGT 1102 Introduction to Food and Beverage Management. However, the food safety and sanitation component was removed from HMGT 1102 last year when the department underwent Pathways changes. HMGT 1103 Sanitation and Safety Principles was created to fill the need that HM students have this training before entering their first culinary laboratory class. Therefore, HMGT 1103 needs to be included as a prerequisite to HMGT 1203.

**2. HMGT 1204 Baking and Pastry Arts I**

Add HMGT 1103 Food Sanitation and Safety Principles to prerequisites

Current Prerequisites: HMGT 1101, 1102

Proposed Prerequisites HMGT 1101, 1102, 1103

Rationale ~ All students in the Hospitality Management department must have training in food safety and sanitation before they enroll in HMGT 1204 Baking and Pastry Arts I. Students formerly received this training as part of HMGT 1102 Introduction to Food and Beverage Management. However, the food safety and sanitation component was removed from HMGT 1102 last year when the department underwent Pathways changes. HMGT 1103 Sanitation and Safety Principles was created to fill the need that HM students have this training before entering their first baking and pastry laboratory class. Therefore, HMGT 1103 needs to be included as a prerequisite to HMGT 1204.

**3. HMGT 4985 Conference, Meetings and Business Travel Planning**

Withdraw course from department offerings

Rationale ~ With the changing marketplace in corporate travel, content of HMGT 4985 Conference, Meetings and Business Travel Planning is no longer relevant. The industry has changed and corporate travel departments have experienced mass closings in recent years. Therefore, this career option for travel/tourism students is not an opportunity. Duties of corporate managers are now integrated into other positions. Relevant and current information about event planning, which is a growing trend in the hospitality industry, is available in HMGT 4999 Events Management. Additionally, some content from HMGT 4985 is covered in HMGT 4951 Lodging Operations Analysis and HMGT 4958 Hotel and Resort Sales. HMGT 4985 has not been offered for the past 2 years.

**2,3. Chancellor’s Report for Modification of Existing Course**

**Section AV: Changes in Existing Course**

**AV.1. Department of Hospitality Management**

**HMGT 1203 Culinary Arts I**

|  |  |  |  |
| --- | --- | --- | --- |
| **From:** |  | **To:** |  |
| **Prerequisite:** | ~~HMGT 1101, HMGT 1102~~ | **Pre-requisite:** | HMGT 1101, HMGT 1102, HMGT 1103 |
| **Co-requisites:** |  | **Co-requisites:** |  |
| **Pre- or**  **co-requisites:** |  | **Pre- or**  **co-requisites:** |  |

**Rationale:** Students entering their first culinary laboratory class (HMGT 1203 Culinary Arts I) need to have completed HMGT 1103 *Sanitation and Safety Principles* for health, safety, and sanitation reasons.

**2,3. Chancellor’s Report for Modification of Existing Course**

**Section AV: Changes in Existing Course**

**AV.1. Department of Hospitality Management**

**HMGT 1204 Baking and Pastry Arts I**

|  |  |  |  |
| --- | --- | --- | --- |
| **From:** |  | **To:** |  |
| **Prerequisite:** | ~~HMGT 1101, HMGT 1102~~ | **Pre-requisite:** | HMGT 1101, HMGT 1102, HMGT 1103 |
| **Co-requisites:** |  | **Co-requisites:** |  |
| **Pre- or**  **co-requisites:** |  | **Pre- or**  **co-requisites:** |  |

**Rationale:** Students entering their first baking and pastry laboratory class (HMGT 1204 Baking and Pastry Arts I) need to have completed HMGT 1103 *Sanitation and Safety Principles* for health, safety, and sanitation reasons.

.

**2,3. Chancellor’s Report for Modification of Existing Course**

**Section AV: Course Withdrawn**

**AV.1. Department of Hospitality Management**

HMGT 4985 Conference Meetings and Business Travel Planning

**Rationale**: With the changing marketplace in corporate travel, content is no longer relevant.