

BIRZEIT UNIVERSITY
FACULTY OF PHARMACY, NURSING AND HEALTH PROFESSIONS
DEPARTMENT OF NUTRITION AND DIETETICS
NU TD 234: INSTITUTIONAL FOOD PRODUCTION MANAGEMENT
COURSE OUTLINE
2nd SEMESTER 2021/2022

Instructor: Safaa Muhanna

Text Book:

- Foodservice management, principles and practices, June Payne-Palacio, Monica Theis, Pearson, 13th ed., 2016.

References:

- Quantity Food Production, Planning, and Management by John B. Knight and Lendal H. Kotschevar, Wiley, 3rd ed., 2000
- Health care food service systems management, Sullivan Catherine F., Atlas Courtney Gaithersburg, Md.: Aspen, c1998.

Course Description: This course covers the system's approach to food service management, planning and organization; quantity food production and service equipment management; food production management including producing menus, food purchasing, inventory, food production, food service, clearing, cleaning and waste management; financial management including costing, budgeting and pricing; human resource management including staffing, employee training and development; hygiene and sanitation; safety and security.

Learning outputs: Students enrolled in this course are expected to learn the following:

- Describe the current trends in the food service industry.
- Classify food service according to the industry's segmentation.
- Construct menus that are appropriate for the type of food service.
- Price menus taking into consideration all expenses included in the production of all menu items.
- Evaluate menus taking into consideration the nutritional value as well as the aesthetics and popularity.
- Define the standardize recipes for use in quantity food production.
- Describe methods of purchasing for food service operations.
- Select the appropriate ingredients for the chosen menu and write specifications for the different ingredients.
- Select suppliers and explain what is meant by ethical considerations in the purchasing process.
- Describe the centralized ingredient control process.
- Describe the organization, function and staffing of the ingredient room.
- Appreciate the importance of planning for quantity food production.
- Describe quality and quantity control of food products.
- Define forecasting for quantity food production.
- Describe the scheduling process for timely food production.
- Define and recognize appropriate equipment for quantity food production.
- Define and identify the different types of food service.
- Explain what is meant by strategic planning for the human resources in the food industry.

Evaluation:

Hour Exam	20%
Second Exam	20%
Final Exam	40%
Project	15%
Class Participation	5%

Course Topics:

Chapter	Topic
2	The System's Approach: The system's approach in management; Food service: status, growth, trends, challenges, classification, and types of food service systems, and food delivery.
5	The Menu: Planning process, development, design and format, types, changing trends, roles, evaluation, nutritional value, esthetic factors, and cost control; The system's approach to menu planning and maintenance.
6	Purchasing: Definition; the market; the buyer; vendors and distributors; methods of purchasing; food selection; purchasing procedures: specifications, issuing bid requests, purchase orders, regulatory aspects.
7	Receiving, Storage and Inventory: <ul style="list-style-type: none">- Receiving: Coordination with other departments, personnel, facilities, equipment, sanitation, scheduling, security, receiving process.- Storage: Dry storage, refrigerated and freezer storage.- Inventory Records and Controls: Receiving, storeroom issues, perpetual and physical inventory.
8	Production: Scheduling; control; recipe formulation, recipe styles, standardized recipes, recipe adjustment; forecasting; quantities to produce; portion control; product evaluation.
9	Service: Factors affecting choice of foodservice systems: skill level available, kind of organization, size and physical layout of facility; equipment; style of foodservice.
3	Food Safety: The role of the food manager, foodborne illness outbreaks; controls of food safety; HACCP and SOP; employee health and personal hygiene; managing an integrated food safety program, regulatory inspection.
4	Facility Sanitation and Safety: Organization and scheduling; cleaning and sanitation, maintenance, pest control, worker safety, customer protection.
11	Equipment and Furnishings: Factors affecting selection of equipment; features of equipment, method of purchasing; selection of some basic items, dining room furnishings.
Project	Weekly cycle menu for an institutional food service operation. <p style="text-align: right;">Project Report Submission Final Exam</p>