

Syllabus

Course Code: CULA 133

Title: Storeroom/Purchasing Operations

Institute: Business and Social Science

Department: Culinary Arts

Course Description: The student will learn about the storeroom operations of purchasing, receiving, storage, requisitioning and record keeping. Through lecture, demonstration and hands-on experience in the lab the students will learn product identification, packaging, seasonality and availability, freshness and the quality factors of maturity and ripeness, appropriate culinary uses, taste, texture and other selection points. The student will also be involved with the developing of stock and inventory control. They will learn about different ordering methods: bidding, phone quotes and contracts.

Prerequisites: MATH 012 or MATH 015 or satisfactory completion of the College's basic skills requirement for computation, READ 092 or READ 095 or satisfactory completion of the College's basic skills requirement in reading.

Corequisites:

Prerequisites or corequisites:

Credits: 2

Lecture Hours: 1

Lab/Studio Hours: 2

Required Textbook/Materials: Purchasing for Chefs, 2nd edition, Wiley & Sons, Inc., learning packet, ruled bound 8 x 11 notebook, calculator and two pens and pencils.

Additional Time Requirements: For information on Brookdale's policy on credit hour requirements and outside class student work refer Academic Credit Hour Policy <https://www.brookdalecc.edu/vp-learning/academic-credit-hour-policy/>

Students may go on field trips and would have to provide their own transportation

Additional Support/Labs:

See <https://www.brookdalecc.edu/academic-tutoring/>

Course Learning Outcomes:

Upon completion of this course, students will be able to:

- Answer in detail the seven purchasing questions
- Apply that knowledge to practical working experience
- Handle purchasing activities in a professional manner
- Examine and diagnose cause of product loss
- Calculate acceptable order sizes, EP weight and edible product yield
- Cost out standardized recipes
- Conduct a physical inventory
- Determine how much inventory an operation should keep on hand

Course Content:

- Menu Planning
- Product Quality
- Food Vendors
- Purchase Orders
- Purchase Prices
- Ordering Process
- Inventory Control

Department Policies:

For information regarding the Culinary Education Center's policies on the following:

- ◆ Attendance/Tardiness
- ◆ Smoking/Drugs
- ◆ Cheating
- ◆ Personal Attire/Hygiene
- ◆ And other related topics

Please refer to the **CULINARY EDUCATION CENTER (CEC) COLLEGE STUDENT HANDBOOK**

Grading Standard:

Letter Grade	Grade Range
A	93-100
A-	90-92
B+	86-89
B	83-85
B-	80-82
C+	76-79
C	70-75
D	65-69
F	64 or less

Laboratory Evaluation: 40% of final grade

Daily preparedness and uniform – 20%

Safety and sanitation - 20%

Daily Task/Timing and Technique – 20%

Participation and Team work – 20%

Attitude, motivation, and professionalism – 20%

Lecture Evaluation: 60% of final grade

Homework – 10%

Classroom Assignments – 10%

Quizzes – 20%

Project – 20%

Final Exam – 30%

College Policies:

As an academic institution, Brookdale facilitates the free exchange of ideas, upholds the virtues of civil discourse, and honors diverse perspectives informed by credible sources. Our College values all students and strives for inclusion and safety regardless of a student's disability, age, sex, gender identity, sexual orientation, race, ethnicity, country of origin, immigration status, religious affiliation, political orientation, socioeconomic standing, and veteran status. For additional information, support services, and engagement opportunities, please visit www.brookdalecc.edu/support.

For information regarding:

- Academic Integrity Code
- Student Conduct Code
- Student Grade Appeal Process

Please refer to the [student handbook](#) and [catalog](#).

Notification for Students with Disabilities:

Brookdale Community College offers reasonable accommodations and/or services to persons with disabilities. Students with disabilities who wish to self-identify must contact the Accessibility Services Office at 732-224-2730 (voice) or 732-842-4211 (TTY) to provide appropriate documentation of the disability and request specific accommodations or services. If a student qualifies, reasonable accommodations and/or services, which are appropriate for the college level and are recommended in the documentation, can be approved.

Mental Health:

24/7/365 Resources:

- Monmouth Medical Center Psychiatric Emergency Services at **(732) 923-6999**
- 2nd Floor Youth Helpline – Available to talk with you about any problem, distress, or hardship you are experiencing. Call or text at **888-222-2228** or visit the website at <https://www.2ndfloor.org/>

Faculty Counselors:

- Students who need to make an appointment with a faculty counselor can do so by calling 732-224-1822 (non-emergency line) during business hours. Faculty counselors are licensed mental health professionals who can assist students and refer them to other mental health resources.

Diversity Statement:

Brookdale Community College fosters an environment of inclusion and belonging. We promote a safe and open culture, encourage dialogue respecting diverse perspectives informed by credible sources, and uphold the virtues of civil discourse. We celebrate all identities with the understanding that ultimately, diversity, equity, and inclusion cultivate belonging and make us a stronger Brookdale community.

**The syllabus is intended to give student guidance in what may be covered during the semester and will be followed as closely as possible. However, the faculty member reserves the right to modify, supplement, and make changes as the need arise.*