

RARITAN VALLEY COMMUNITY COLLEGE
ACADEMIC COURSE OUTLINE

FMTC-211 FOOD, BEVERAGE AND LABOR COST CONTROLS

I. Basic Course Information

- A. Course Number and Title: FMTC 211- Food, Beverage and Labor Cost Controls
- B. New or Modified Course: Modified
- C. Date of Revision: September 2015
- D. Effective Date: Fall 2016
- E. Sponsoring Department: Business and Public Service
- F. Semester Credit Hours: 3
- G. Weekly Contact Hours: Lecture 3
Lab: 0
Out of class student work per week: 6
- H. Prerequisites: None
- I. Laboratory Fees: None
- J. Name and Phone Number of Department Chair: Pattiann Kletz, Business and Public Service, (908) 526-1200 x8878

II. Catalog Description

This course is designed to provide students with the basic framework on which to build a solid understanding of controlling food, beverages, and labor costs. Emphasis is placed on budgeting, sales analysis, pricing, portion control, cost analysis, menu scoring and guideline percentage tests for all major expense components integral to food and beverage operations. These “control” aspects of the food and beverage industry are areas that dictate profit and loss. The course is taught assuming no accounting background. However, accounting courses will be helpful for those students seeking to operate their own business.

III. Statement Of Course Need

- A. Students need to understand the terminology of restaurant financial accounting and be able to keep records from which financial statements can be prepared and examined for profits or losses. From the financial statements, budgets can be prepared to insure that objectives and obligations are being met. Financial problem solving and corrective action are skills needed by people in the management or operations part of the house.

- B. This course does not require a lab.
- C. This course generally transfers as a Food and Beverage Program elective.

IV. Place Of Course In College Curriculum

- A. Free Elective
- B. Required Course in the AAS and Certificate Food and Beverage Management Program
- C. Course transferability; for NJ schools go to NJ Transfer website www.njtransfer.org.
For all other colleges and universities go to their individual websites.

V. Outline Of Course Content

- A. Financial terminology.
- B. Costing procedures and controls.
- C. Inventory procedures.
- D. Point of sale accounting.
- E. Preparing budgets.
- F. Determine the “break even” point.
- G. Analyze financial statements.
- H. Record keeping systems.

VI Educational Goals and Learning Outcomes

A. Education Goals

At the completion of this course, students will be able to:

1. Apply knowledge to solve problems. (GE-NJ 2)
2. Organize thoughts to communicate effectively. (GE NJ 1)
3. Evaluate information to predict outcomes. (GE- NJ 2)
4. Interpret information to make judgments concerning ethical issues (GE- NJ 9)

B. Learning Outcomes

At the completion of this course, students will be able to:

1. Define the terminology of cost controls.
2. Describe the relationship of cost controls to the accounting function.
3. Apply costing procedures and explain their impact on the menu.
4. Develop inventory procedures.
5. Appraise a budget and estimate the break-even point in a food service operation.
6. Formulate the cost of doing business.
7. Analyze financial statements.
8. Select correct record-keeping procedures.

C. Assessment Instruments

1. Exams and quizzes.

2. Case studies.
3. Homework assignments.
4. Analysis of menu and industry standards.
5. Attendance, attitude, ability and initiative.

VII. Grade Determinants

- A. Lab participation and completion.
- B. Class participation and preparation.
- C. Exams and quizzes.
- D. Papers.

Given the goals and outcomes described above the primary modes of teaching and learning that may be used in the course are:

- A. hands-on training
- B. teacher and student demonstration
- C. lecture / discussion
- D. small group projects
- E. student oral presentations
- F. student collaboration

VIII. Text and Materials

Suggested text

Traster, Daniel. *Foundations of Cost Control*. Pearson, latest edition.

The course outline is intended only as a guide to course content and resources. Do not purchase textbooks based on this outline. The RVCC Bookstore is the sole resource for the most up-to-date information about textbooks.

IX. Resources

None