

HIGHER HOTEL INSTITUTE CYPRUS

Module Description 2019/20



Module Title : Kitchen Management

Module Code : CAMM 311

Programme of Study/Year of Study : Culinary Arts / Year 3

Group : CA III

Semester : Fall

Number of Hours Taught : 2 periods per week

ECTS : 3

Instructor: Margaritis Antoniadis

Office Hours: Tuesday: 10:00 – 13:00

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Pre-requisite(s) : Human Resource Management, Food & Beverage Controls and Systems

Module Rationale

This module presents a systematic approach to the effective management of a professional kitchen. It includes issues such as management functions, staffing, training and development of employees, proper food handling techniques, standard safety and sanitary procedures at the workplace, laying out and operating a kitchen, writing, developing and analysing menus as well as selecting and maintaining kitchen tools and equipment.

Aims

The module aims to assist students to develop high quality kitchen standards in the food service industry. It also aims to enable students to assimilate management principles leading to the production of the right quantity and quality of food, for the required number of people, on time, through the most effective use of staff, equipment and materials.

Intended Learning Outcomes

On successful completion of this module, students will be able to:

1. demonstrate an understanding of basic kitchen management concepts, principles and practices,
2. identify management functions and their relationship to kitchen management,
3. describe the chef's role and list characteristics and capabilities a chef should have,
4. explain the partie system, its emergence and development,
5. know and describe kitchen staff duties and responsibilities,
6. understand how a kitchen is organised,
7. define leadership and its importance to kitchen management,
8. understand the concept of teambuilding and its relationship to the management of a kitchen,
9. list control procedures and know several control documents used,
10. know how to create and analyse a menu,



11. understand the role of a chef in kitchen equipment maintenance and energy management.

Delivery Methods:

Lectures, Case Studies, Assignments, Project and coursework presentations

Assessment:

Case studies and other coursework	25%
Mid Term Exam	15%
Final Exam	30%
Project assignment	30%

Module Requirements

Refer to the students' manual for the module requirements

Module Plan and Content

Week	Dates	Topics to be Covered	Reference Chapter / Material
1.	02/10 – 05/10	Introduction to kitchen management <ul style="list-style-type: none"> Management functions and relationship to kitchen management 	Handouts
2.	08/10 - 12/10	Introduction to the profession <ul style="list-style-type: none"> The chef' profession Characteristics and capabilities chefs should have to manage kitchen The changing role of a chef 	Chapter 1 The Culinary Institute of America., 2011. <i>The Professional Chef</i> . 9th ed. Canada: John Wiley & Sons, Inc.
3.	15/10 - 19/10	Kitchen Organisation <ul style="list-style-type: none"> The kitchen brigade system Educational video: The Unorganised Manager Discussion and class assignment	Chapters 1 & 3 Baskette M. (2007). <i>The Chef Manager</i> , (2 nd Edition), Prentice Hall.
4.	22/10 - 26/10	Kitchen Organisation <ul style="list-style-type: none"> Emergence and development of partie system A historical review 28/10/2018: Public Holiday	Chapter 3 Baskette M. (2007). <i>The Chef Manager</i> , (2 nd Edition), Prentice Hall.
5.	29/10 - 02/11	Kitchen Organisation <ul style="list-style-type: none"> Staff responsibilities (job descriptions and specifications) Evaluation process and role of discipline 	Handouts
6.	05/11 - 09/11	Concept of leadership <ul style="list-style-type: none"> Characteristics of leaders 	Chapter 14 Baskette M. (2007). <i>The Chef Manager</i> , (2 nd Edition), Prentice Hall.

Week	Dates	Topics to be Covered	Reference Chapter / Material
7.	12/11 - 16/11	Concept of Leadership <ul style="list-style-type: none"> Leadership styles to be implemented in kitchens Suggestions helping maintain constancy of purpose Mid-Term Exam: 15/11/2018	Chapter 14 Baskette M. (2007). <i>The Chef Manager</i> , (2 nd Edition), Prentice Hall.
8.	19/11 - 23/11	Teamwork and teambuilding <ul style="list-style-type: none"> What is a team? 	Chapter 15 Baskette M. (2007). <i>The Chef Manager</i> , (2 nd Edition), Prentice Hall.
9.	26/11 - 30/11	Teamwork and teambuilding <ul style="list-style-type: none"> Why do people join teams? Characteristics of successful teams 	Chapter 15 Baskette M. (2007). <i>The Chef Manager</i> , (2 nd Edition), Prentice Hall.
10.	03/12 - 07/12	Production planning & Menu development <ul style="list-style-type: none"> Recipe creation and pricing principles The ideal food cost percentage Menu analysis 	Chapter 20 Baskette M. (2007). <i>The Chef Manager</i> , (2 nd Edition), Prentice Hall.
11.	10/12 - 14/12	Records and Controls <ul style="list-style-type: none"> Control documents PROJECT DUE: 14/12/2018	Chapter 20 Baskette M. (2007). <i>The Chef Manager</i> , (2 nd Edition), Prentice Hall.
12.	17/12 - 21/12	Kitchen maintenance and energy management principles <ul style="list-style-type: none"> Repairs and damages Purchase of equipment Training and maintenance Energy management ➤ Project assignment presentations 	Chapter 7 & 10 Fuller, J., Kirk D., 1991. "Kitchen Planning and Management". Butterworth-Heinemann Ltd..
23/12/17 – 07/12/18		CHRISTMAS HOLIDAYS	
13.	07/01 - 11/01 2019	Revision for final exam Project assignment presentations	
14/01 – 25/01 2019		FINAL EXAMS	

Essential Reading

Baskette M. (2007). *The Chef Manager*, (2nd Edition), Prentice Hall.

Additional Reading

- Fuller, J., Kirk D., 1991. "Kitchen Planning and Management". Butterworth-Heinemann Ltd..
- The Culinary Institute of America., 2000. The Professional Chef's Knife Kit. Canada: John Wiley & Sons, Inc.
- The Culinary Institute of America., 2011. The Professional Chef. 9th ed. Canada: John Wiley & Sons, Inc.
- Labensky, S.R. & Hause, A.M., 2002. Oncooking. 3rd ed. New Jersey: Prentice Hall.
- Foskett, D., Ceserani, V. & Kinton, R., 2003. The Theory of Catering. 10th ed. London: Hodder & Stoughton.

