



University of Manitoba
Faculty of Agriculture and Food Sc.
Department of Food and Human Nutritional Sciences

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COURSE DETAILS

Course Title & Number:	HNSC 4140; QUANTITY FOOD PRODUCTION AND MANAGEMENT
Number of Credit Hours:	3
Class Times & Days of Week:	M/W/F 12:30 -1:20 P.M.
Location for classes:	Cisco WebEx via UMLearn until Feb 26. TBA for classes after Feb 26. The classes will be held remotely until Feb 26. It is anticipated that the classes will be held in-person after Feb 26, 2022. Depending on the Covid-19 pandemic situation, the university will advise if there's a change in the plan.
Location for labs:	Room 410 Human Ecology Building (Lab sessions will begin after Feb 26)
Pre-Requisites:	Prerequisites: HNSC 3340 or HNSC 3342 (030.334) and HNSC 2160 (030.216) or consent of instructor. Additionally, students must complete the Food Handlers Certificate Program and must submit the form to the Department by June 15th in order to be permitted to enter HNSC 4140.
Voluntary Withdrawal Date	April 25, 2022
No classes/online activities:	Feb 21 (Louis Riel Day) and Feb 22-25 (Winter term break)

Instructor Contact Information

Instructor(s) Name:	Snehil Dua, PhD.
Preferred Form of Address:	Anything polite
Office Location:	Zoom Meetings <i>Office hours via zoom Tuesdays 9-10 am</i> <i>Meeting ID: 938 5593 8165</i>
Office Hours or Availability:	Tuesdays: 9-10 A.M. Via Zoom, see above
Office Phone No.	You can call me at 204-2614512 (home number, no texting. It is a landline)
Email:	Snehil.Dua@UManitoba.ca (Preferred mode of communication)
Contact:	Email is the best way to get in touch with me. To ensure a response from me please indicate which course you are

writing about. I will do my best to respond within 24 hours on business days. May also respond on weekends.

Course Description

(Lab Required) (Formerly 030.414) Menu planning. Food costing. Experience in standard methods of institutional food production and service.

Prerequisite: HNSC 3342 (D) and a **valid Food Handlers Certificate**.

Course Goals

Upon completion of this course, you should be able to

1. Standardize a recipe
2. Demonstrate the skills to safely prepare a superior quality recipe in large, specified quantity with minimal supervision.
3. Apply the principles (1-3) of HACCP in the standardized recipes
4. Describe the operation of institutional equipment used in food service institutions.
5. Manage, teach, and train people in a food service setting.
6. Calculate capacity, productivity, and bottleneck in a food production system.
7. Compare and contrast various menu pricing approaches.
8. Carryout break-even analysis considering the fixed and variable costs of a food service operation.
9. Plan a menu using the principles of menu planning, for food service systems.
10. Forecast demand using a variety of forecasting models, on Excel
11. Compare menu evaluation models.
12. Explain the inventory process.
13. Compare purchasing methods.
14. Use the seven tools of total quality assurance in a food service system.

Intended Learning Outcomes

Foundational Knowledge Content Areas for Dietetics Education:

This dietetic education program is an accredited program recognized by the Partnership for Dietetic Education and Practice (PDEP) and prepares students for eligibility for registration with a provincial dietetics regulatory body.

Highest level achieved: 1= demonstrate broad knowledge; 2= demonstrate comprehension; 3 = analyze, interpret and apply knowledge

Content Area	Foundational Knowledge	Cognitive Complexity Level
Food	Sensory evaluation of food	1
Food Service Systems	Purchasing, receiving, storage, inventory control and disposal activities	2
	Menu planning	3

	Institutional menu modification to address therapeutic, textural, cultural or other needs	2
	Recipe development, standardization and evaluation	3
	Quantity food production and distribution	2
	Human resource, financial, technical and equipment needs	2
	Hazard Analysis and Critical Control Points (HACCP)	2
	Food service facility design	1
Inter-professional Collaboration	Team Functioning	2
	Collaborative leadership	2
Management	Human resource management	1
	Strategic and operational planning including needs assessment, goal setting and outcome assessment	2
	Project management	2
	Regulations, policies and procedures	1
	Marketing	2
Population Food Systems and Food Security	Food production, preparation, processing, distribution and waste management	1
	Global and local food systems and factors affecting the supply of food	1
	Food markets and marketing of food	1

Using Copyrighted Material

Please respect copyright. We will use copyrighted content in this course. I have ensured that the content I use is appropriately acknowledged and is copied in accordance with copyright laws and University guidelines. Copyrighted works, including those created by me, are made available for private study and research and must not be distributed in any format without permission. Do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the *Copyright Act* applies or written permission has been confirmed. For more information, see the University's Copyright Office website at <http://umanitoba.ca/copyright/> or contact um_copyright@umanitoba.ca.

Recording Class Lectures

Snehil Dua and the University of Manitoba hold copyright over the course materials, presentations and lectures which form part of this course. No audio or video recording of lectures or presentations is allowed in any format, openly or surreptitiously, in whole or in part without permission. *Snehil Dua* Course materials (both paper and digital) are for the participant's private study and research.

I will record my lectures taught remotely on Cisco WebEx until Feb 26. The in-person lectures will NOT be recorded. If I forget, please remind me at the start of the lecture. The recordings will be available on UMLearn > Communications>Cisco WebEx> Event recordings. It may take up to 12 hours for the recordings to be available after a given lecture.

Textbook, Readings, Materials

Reference/Required Texts

1. Payne-Palacio, J., & Theis, M. (2016). Introduction to Foodservice (13th ed.). Upper Saddle River, NJ: Pearson Prentice Hall. (Abbreviated as IF in the course schedule)
2. **Ivey Cases “Coursepack” to be purchased directly from the publisher’s website. The details of this coursepack will be available on UMLearn on Jan 20. The cost of the pack will be under \$20/student. (Required)**
3. Molt, M. (2006). Food for Fifty (12th ed.). Upper Saddle River, NJ: Pearson Prentice Hall. (This is an excellent reference book for those seeking careers in food service).

Course Technology

It is the general University of Manitoba policy that all technology resources are to be used in a responsible, efficient, ethical and legal manner. The student can use all technology in classroom setting only for educational purposes approved by instructor and/or the University of Manitoba Disability Services. Student should not participate in personal direct electronic messaging / posting activities (e-mail, texting, video or voice chat, wikis, blogs, social networking (e.g. Facebook) online and offline “gaming” during scheduled class time. If student is on call (emergency) the student should switch his/her cell phone on vibrate mode and leave the classroom before using it. (©S Kondrashov. Used with permission)

You will find some course related material on UMLearn (some notes, assignments, reading material etc). You will also submit most of their assignments electronically on UMLearn dropbox. I will also make announcements on UMLearn. **It is important that you check UMLearn regularly.**

Final exam will be monitored via Respondus Monitoring System if the final exam is conducted remotely. You must have a working webcam and microphone attached to your system to be able to attempt the exam. Chromebooks are incompatible with this system. You will be given an opportunity to test your system’s compatibility.

Class Communication

The University requires all students to activate an official University email account. For full details of the Electronic Communication with Students please visit:

http://umanitoba.ca/admin/governance/media/Electronic_Communication_with_Students_Policy_-_2014_06_05.pdf

Please note that all communication between myself and you as a student must comply with the electronic communication with student policy

(http://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html). You are required to obtain and use your U of M email account for all communication between yourself and the university.

Expectations: I Expect You To

I will treat you with respect and would appreciate the same courtesy in return. See [Respectful Work and Learning Environment Policy](#).

Academic Integrity:

Plagiarism or any other form of cheating in examinations, term tests or academic work is subject to serious academic penalty (e.g. suspension or expulsion from the faculty or university). Cheating in examinations or tests may take the form of copying from another student or bringing unauthorized materials into the exam room (e.g., crib notes, pagers or cell phones). Exam cheating can also include exam personation. (Please see [Exam Personation](#), found in the Examination Regulations section of the General Academic Regulations). A student found guilty of contributing to cheating in examinations or

term assignments is also subject to serious academic penalty.

To plagiarize is to take ideas or words of another person and pass them off as one's own. In short, it is stealing something intangible rather than an object. Plagiarism applies to any written work, in traditional or electronic format, as well as orally or verbally presented work. Obviously, it is not necessary to state the source of well-known or easily verifiable facts, but students are expected to appropriately acknowledge the sources of ideas and expressions they use in their written work, whether quoted directly or paraphrased. This applies to diagrams, statistical tables, and the like, as well as to written material, and materials or information from Internet sources. To provide adequate and correct documentation is not only an indication of academic honesty but is also a courtesy which enables the reader to consult these sources with ease. Failure to provide appropriate citations constitutes plagiarism. It will also be considered plagiarism and/or cheating if a student submits a term paper written in whole or in part by someone other than him/ herself or copies the answer or answers of another student in any test, examination, or take-home assignment.

Working with other students on assignments, laboratory work, take-home tests, or on-line tests, when this is not permitted by the instructor, can constitute Inappropriate Collaboration and may be subject to penalty under the Student Discipline By-Law.

An assignment which is prepared and submitted for one course should not be used for a different course. This is called "duplicate submission" and represents a form of cheating because course requirements are expected to be fulfilled through original work for each course.

When in doubt about any practice, ask your professor or instructor.

The Student Advocacy Office, 519 University Centre, 474-7423, is a resource available to students dealing with Academic Integrity matters.

In addition to the general information about academic integrity and student discipline that you provide (Schedule "A" Policies and Resources), references to specific course requirements for individual work and group work, such as:

- (i) Group projects are subject to the rules of academic dishonesty;
- (ii) Group members must ensure that a group project adheres to the principles of academic integrity.
- (iii) All work is to be completed independently unless otherwise specified.

Students Accessibility Services

Student Accessibility Services

If you are a student with a disability, please contact SAS for academic accommodation supports and services such as note-taking, interpreting, assistive technology and exam accommodations. Students who have, or think they may have, a disability (e.g. mental illness, learning, medical, hearing, injury-related, visual) are invited to contact SAS to arrange a confidential consultation.

Student Accessibility Services <http://umanitoba.ca/student/saa/accessibility/>

520 University Centre

204 474 7423

Student_accessibility@umanitoba.ca

Expectations: You Can Expect Me To

A large part of my teaching practice includes the use of discussion in the class. I expect you to participate but I do not expect perfection.

Class Schedule (The items in red font indicate that we will not meet for a lecture on those dates, instead you will be assigned readings/assignments for those times.)

This schedule is subject to change at the discretion of the instructor and/or based on the learning needs of the students but such changes are subject to Section 2.8 of the – [ROASS](#)- Procedure. Any changes in evaluation schedules will be updated on UMLearn.

Date	Class Content	Required/Suggested Readings or any Pre-class Preparation	Evaluation
Jan 24, M	Orientation and introduction to recipe standardization	None	None
Jan 26, W	In-class discussion about recipe standardization	Required Reading: Recipe standardization Available on UMLearn	Class participation
Jan 28, F	Recipe quantification, costing and pricing methods	None	None
Jan 31, M	Principles of menu planning: No lecture	Required reading: Principles of menu planning Available on umlearn	Attempt quiz 1 (2%)
Feb 2, W	Types of menus and menu planning		
Feb 4, F	Menu evaluation and analysis	A calculator may be helpful	
Feb 7, M	Food safety basics: in-class discussion	Required Reading before the class: “Food safety advice from Health Canada” Link available on UMLearn.	Attempt quiz 2 (2%) before the class
Feb 9, W	GMP and HACCP lecture		
Feb 11, F	Sanitation		
Feb 14, M	HACCP Case study		Class participation

Feb 16, W	Break-even analysis	A calculator may be helpful	Class participation
Feb 18, F	Cost calculations, a case study (Henry Carnish)	A calculator may be helpful	Class participation
Feb 21 – 25	Midterm break, no classes		
Feb 28, M	Productivity and Capacity	A calculator may be helpful	
Mar 2, W	Productivity and Capacity	A calculator may be helpful	
Mar 4, F	Tentative: Small business finance, a guest lecture by Mr. Randy Dagasdas, MBA CEO of Me-Dian Credit Union	Mr. Dagasdas will deliver the lecture remotely (More details will be provided in the class)	Attendance is required (counts towards class participation).
Mar 7, M	Food service systems		
Mar 9, W	Facility planning: No lecture	Chapter 10 available on umlearn	Quiz 3 (2%) Available Mar 9 -11
Mar 11, F	Forecasting	Excel will be required. Please watch a brief demo on UMLearn about how to use excel for this topic.	
Mar 14, M	Forecasting	Excel will be required. Please watch a brief demo on UMLearn about how to use excel for this topic.	
Mar 16, W	Inventory management, Purchasing and storage, specifications	A calculator may be helpful	
Mar 18, F	Inventory management, Purchasing and	A calculator may be helpful	Quiz 4 (5%)

	storage, specifications		
Mar 21, M	Marketing cycle and marketing mix		
Mar 23, W	Market research methods		
Mar 25, F	Quality assurance: Lecture		
Mar 28, M	Quality assurance: Lecture		
Mar 30, W	Food trends and the impact of the pandemic in food service industry		
Apr 1, F	Preparation day for the presentations		
Apr 4, M	Preparation day for the presentations		
Apr 6, W	Presentations: groups 1 and 2		
Apr 8, F	Presentations: groups 3 and 4		
Apr 11, M	Presentations: groups 5 and 6		
Apr 13, W	Presentations: groups 7 and 8		
Apr 15, F	No class		
Apr 18, M	Presentations: groups 9 and 10		
Apr 20, W	Presentations: groups 11 and 12		
Apr 22, F	Presentations: groups 13.		
Apr 25, M	Wrap up		

Laboratory Expectations

Laboratory Schedule (Subject to change if the enrolment changes and/or if the capacity limits are imposed in the lab.)

You must enrol yourself for a lab team on UMLearn. UMLearn>Course page>Communication>Groups>Select the category Lab Teams Plan A> Read the instructions>Select the team as per the availability and your preference and enrol. **Must enrol by between 8:30 am on Feb 4 and Feb 8, 11:30 PM.**

Plan A

Plan A: If there is no capacity limit						
Team name	Number of team members allowed	You will be the Managers on date	You will be the Workers on date			Courses
Team 1	3	March 4, 2022	March 18, 2022	&	April 2, 2022	Vegetarian Appetizer, Main and dessert
Team 2	4	March 4, 2022	March 18, 2022	&	April 2, 2022	Non-vegetarian Appetizer, Main, dessert and a savoury snack
Team 3	3	March 11, 2022	March 25, 2022	&	April 9, 2022	Vegetarian Appetizer, Main and dessert
Team 4	3	March 11, 2022	March 25, 2022	&	April 9, 2022	Non-vegetarian Appetizer, Main and dessert
Team 5	3	March 18, 2022	March 4, 2022	&	April 2, 2022	Vegetarian Appetizer, Main and dessert
Team 6	4	March 18, 2022	March 4, 2022	&	April 2, 2022	Non-vegetarian Appetizer, Main, dessert and savoury snack
Team 7	3	March 25, 2022	March 11, 2022	&	April 9, 2022	Vegetarian Appetizer, Main and dessert
Team 8	3	March 25, 2022	March 11, 2022	&	April 9, 2022	Non-vegetarian Appetizer, Main and dessert
Team 9	3	April 2, 2022	March 4, 2022	&	March 18, 2022	Vegetarian Appetizer, Main and dessert
Team 10	4	April 2, 2022	March 4, 2022	&	March 18, 2022	Non-vegetarian Appetizer, Main, dessert and savoury snack
Team 11	3	April 9, 2022	March 11, 2022	&	March 25, 2022	Vegetarian Appetizer, Main and dessert
Team 12	3	April 9, 2022	March 11, 2022	&	March 25, 2022	Non-vegetarian Appetizer, Main and dessert
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Based on current registration						

Plan B

You must enrol yourself for a lab team on UMLearn. UMLearn>Course page>Communication>Groups>Select the category Lab Teams Plan B> Read the instructions>Select the team as per the availability and your preference and enrol. **Must enrol by between 8:30 am on Feb 4 and Feb 8, 11:30 PM.**

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Plan B: If there is capacity limit (6 students + 1 TA)						
Team name	Number of team members allowed	You will be the Managers on date	You will be the Workers on date		Type of meal	Courses
Team 1	3	March 4, 2022	March 4, 2022		Vegetarian	Appetizer, Main and dessert
Team 2	3	March 4, 2022	March 4, 2022		Non-vegetarian	Appetizer, Main, dessert
Team 3	3	March 11, 2022	March 11, 2022		Vegetarian	Appetizer, Main and dessert
Team 4	3	March 11, 2022	March 11, 2022		Non-vegetarian	Appetizer, Main and dessert
Team 5	3	March 18, 2022	March 18, 2022		Vegetarian	Appetizer, Main and dessert
Team 6	3	March 18, 2022	March 18, 2022		Non-vegetarian	Appetizer, Main, dessert
Team 7	3	March 25, 2022	March 25, 2022		Vegetarian	Appetizer, Main and dessert
Team 8	3	March 25, 2022	March 25, 2022		Non-vegetarian	Appetizer, Main and dessert
Team 9	3	April 2, 2022	April 2, 2022		Vegetarian	Appetizer, Main and dessert
Team 10	3	April 2, 2022	April 2, 2022		Non-vegetarian	Appetizer, Main, dessert
Team 11	3	April 9, 2022	April 9, 2022		Vegetarian	Appetizer, Main and dessert
Team 12	3	April 9, 2022	April 9, 2022		Non-vegetarian	Appetizer, Main and dessert
Team 13	3	April 22, 2022	April 22, 2022		Non-vegetarian	Appetizer, Main and dessert
39						
Based on current registration						

Plan C: If we are forced to stay remote

A case study-based assignment (10%). TBA if needed.

LABORATORY LOCATION: Barbara Burns Food Innovation Laboratory, 410 Human Ecology Building

Laboratory Information

The laboratory periods that accompany this course are considered to be essential to meeting the course objectives. **Laboratory attendance is mandatory.** You must treat this laboratory time as you would treat any work experience position. Failure to attend and perform your duties will result in a **FAIL** grade in the course. Attendance will be taken.

STANDARDS OF PROFESSIONAL CONDUCT IN THE LAB AND CLASSROOM

Covid 19 related protocol:

- As per the advice of the university, covid-19 protocols may be required. Please read the document (Covid Syllabus insert) available on UMLearn along with this syllabus, to learn about the University's Covid-19 protocols for in-person activities. Additional information may be provided as necessary. During this pandemic, specific requirements and recommendations may change. Please check UMLearn for the changes that maybe announced during the term. **Adherence is mandatory, and non-adherence will be dealt with as per the university's policies.**

NOTE: YOU WILL LOSE LAB MARKS IF YOU DO NOT ADHERE TO THE FOLLOWING RULES

1. Students are required to wear:
 - a) Professional uniform. NO admittance to lab without a white laboratory coat. Clothing must be clean.
 - b) Hair restraints (will be supplied – please reuse at each lab session if in good condition).
 - c) Comfortable shoes with non-skid soles. NO sandals, NO boots.
 - d) NO jewellery. NO nail polish or artificial nails. Students must remove nail polish or wear clean, disposable gloves (change gloves if soiled/as required).
2. Personal cleanliness is mandatory:
 - a) A hand washing sink is available. Wash hands well and frequently.
 - b) Students must wash their hands BEFORE beginning any preparation in the kitchen.
 - c) Cooks' sinks are not to be used for washing hands.
 - d) Any open cuts/sores must be covered with a bandage and disposable gloves (if wound is on the hand).
 - e) NO chewing gum, food, beverages, or water bottles in the lab.
3. Lab cleanliness is mandatory:
 - a) Clean-up is part of quantity cooking. Each student is responsible for keeping his/her work area clean (including stove tops and ovens) and ensuring that the kitchen is clean before leaving.
 - b) Clean-up also includes tying the garbage bags closed and sweeping floors in the preparation area.
 - c) Use bleach solution to clean work surfaces.
 - d) Use plastic bristle brush to scrub out steam kettles. Use bottle brush to clean spouts of steam kettles.
4. Appropriate lab conduct:
 - a) Students must arrive ON TIME for their scheduled lab section. Attendance is MANDATORY.
 - b) Equipment and space in the kitchen must be shared by the students. **This means that it is important to return each piece of equipment to its proper location.** It is also important to ensure that the needs of other persons are considered at all times.
 - c) Students **CANNOT** leave the lab until they are dismissed by the lab manager or Teaching Assistant, even if his/her tasks are completed.

5. Cell phones, text messaging, iPods, music players, cameras, and other electronic devices cause distractions to classroom instruction, therefore less interaction can take place. Be courteous to fellow students. Please turn off cell phones in the classroom and laboratory.

Course Evaluation Methods

Refer students to the Assignment Description on the following page of the syllabus for Details.

Assessment	% of the Final grade	Access and deadlines
Quizzes 1-3	3 x 2% = 6%	Quiz 1: January 31 8:30 AM-Feb 2, 12:30 PM (afternoon) Quiz 2: January 31 8:30 AM – February 7, 12:30 PM (afternoon) Quiz 3: January 31, 8:30 am – March 11, 12:30 PM (afternoon)
Class participation/discussions	9%	In-class/online, see above
Lab documents (collectively as a team) 1. Menu 2. Grocery list 3. Training assignment.	15%	Due date: Feb 20, 11:59 PM (Feb 24, hard deadline)
Lab participation	10%	As per your lab schedule (must attend 3 lab sessions)
Quiz 4 (Productivity, capacity, flow chart and forecasting)	5%	March 18 by 11:59 PM
Group project (Menu and presentation files)	20%	Submissions: April 5, 11:59 PM In-class Presentations: April 6-22
Final exam	35%	TBA

Grading

A+: 90.0 - 100%	C+: 65.0 - 69.9%
A: 80.0 - 89.9%	C: 60.0 - 64.9%
B+: 75.0 - 79.9%	D: 50.0 - 59.9%
B: 70.0 - 74.9%	F: 0 - 49.9%

Referencing Style

Appropriate citations/references are required for all assignments, using APA Style (*Publication Manual of the American Psychological Association* [7th ed., 2019]).

Assignment Descriptions

All assignment descriptions and marking schemes will be available on UMLearn.

Assignment Grading Times

Expect that your assignments will be marked within 2 weeks after the submission deadlines.

Assignment Extension and Late Submission Policy

Late assignments will be penalized 10% for each day late (including weekends). Please contact your instructor within a deadline should you need an extension for a valid reason.

If you are unable to write the final exam as scheduled by the register's office, you must apply to your home faculty for a deferred exam.