

KINGSBOROUGH COMMUNITY COLLEGE
The City University of New York

CURRICULUM TRANSMITTAL COVER PAGE

Department: _____ Date: _____

Title Of Course/Degree/Concentration/Certificate: _____

Change(s) Initiated: (Please check)

- | | |
|--|---|
| ☐ Closing of Degree | ☐ Change in Degree or Certificate |
| ☐ Closing of Certificate | ☐ Change in Degree: Adding Concentration |
| ☐ New Certificate Proposal | ☐ Change in Degree: Deleting Concentration |
| ☐ New Degree Proposal | ☐ Change in Prerequisite, Corequisite, and/or Pre/Co-requisite |
| ☐ New Course | ☐ Change in Course Designation |
| ☐ New 82 Course (Pilot Course) | ☐ Change in Course Description |
| ☐ Deletion of Course(s) | ☐ Change in Course Title, Number, Credits and/or Hours |
| | ☐ Change in Academic Policy |
| | ☐ Pathways Submission: |
| | ☐ Life and Physical Science |
| | ☐ Math and Quantitative Reasoning |
| | ☐ A. World Cultures and Global Issues |
| | ☐ B. U.S. Experience in its Diversity |
| | ☐ C. Creative Expression |
| | ☐ D. Individual and Society |
| | ☐ E. Scientific World |
| ☐ Change in Program Learning Outcomes | |
| ☐ Other (please describe): _____ | |

PLEASE ATTACH MATERIAL TO ILLUSTRATE AND EXPLAIN ALL CHANGES

DEPARTMENTAL ACTION

Action by Department and/or Departmental Committee, if required:

Date Approved: _____ Signature, Committee Chairperson: _____

If submitted Curriculum Action affects another Department, signature of the affected Department(s) is required:

Date Approved: 3 Sep 25 Signature, Department Chairperson: M. D'Alessandro, Ph.D.

Date Approved: _____ Signature, Department Chairperson: _____

I have reviewed the attached material/proposal

Signature, Department Chairperson: M. D'Alessandro, Ph.D.



TO: Fall 2025 Curriculum Committee

FROM: Dr. Mark D'Alessandro, Chair, Department of Tourism & Hospitality
Anthony Marzuillo, Culinary Arts Program Director, Department of Tourism & Hospitality

DATE: August 2, 2025

RE: Change in Contact/Course Hours, Prerequisites, Course Title, and Description for TAH4300- Event Catering Management

The Department of Tourism & Hospitality is proposing a change in course Contact/Course Hours, Prerequisites, Title, Description, and Prefix for TAH4300- Event Catering Management.

Contact/Course Hours:

FROM: 3 credits, 3 hours
TO: 3 credits, 4 hours (2 hours lecture, 2 hours lab)

Prerequisites:

FROM:
Prerequisites: None

TO:
Prerequisites: CA7100- Introduction to Food Service Operations and Sanitation
AND
CA990- Culinary Concepts
AND
CA100- Culinary Arts I: Fundamental Skills

Title:

FROM:
Event Catering Management

TO:

Catering and Quantity Food Production

Description:

FROM:

Introduction to the basic skills and competencies required for catering, food and beverage operations, and the opportunities and responsibilities of this sector of the hospitality and tourism industry.

TO:

Introduction to the basic skills and principles required for planning, executing, and managing catered events. Menu planning, food production, event logistics, and various styles of catered events are discussed. Focus is placed on the techniques, principles, and practices of preparing and presenting food within a large-scale food service operation.

Prefix:

FROM:

TAH

TO:

CA

Rationale for Change:

Contact/Course Hours:

Time and space for two weekly hours of laboratory practice needs to be built into the course by reducing the classroom lecture hours from three hours a week to two and supplementing the two lecture hours with two hours of laboratory time. The objective of doing this is to allow students to apply the theories learned in the two hours lecture weekly component of the course in a supervised setting. The course instructor, a chef and working professional in catering, would supervise and offer guidance during the lab hours. In the original model of the course, with three hours of lecture, the practical information would be presented in theory only (via presentation, lecture, and discussion), without students gaining hands-on practical experience. Students would learn about what they would expect to find when working in real-life catering establishments and preparing a large volume of food, but not actually have to opportunity to gain valuable hands-on skills.

In the revised version of this course the lecture would be reduced to two hours a week from three by scaling back the theoretical classroom lecture, and placing students into actual kitchen space with professional

catering equipment and building in hand-on learning experiences (actual catered events) where students will actually get to plan and execute a catered event(s), create and practice the menu, and execute all aspect of the event(s) for actual guests.

Talking about practical aspects of catering is not ideal because the objective of this course is that every student should be able to do some of the hands-on basics of each of the areas of catering and quantity food production. The additional hour is needed to account for prep time, production time, and clean up time, as well as to allow ample time for actual events.

Prefix:

The change to the prefix to Culinary Arts (CA) addresses the change in course contact hours, which include a lab component, taught by a chef and working professional in catering and should be reflected as a CA course within the Culinary Arts Degree.

Prerequisites:

TAH7100, CA990, and CA100 provide foundational knowledge, which students must have before expanding upon that base knowledge in TAH4300. By adding hands-on cooking components to TAH4300, students need knowledge of food safety and sanitation covered in TAH7100; knowledge of basic units or measure, measuring ingredients, scaling ingredients, and converting recipe yields from CA990; and the practical culinary knowledge, skills, and kitchen professionalism learned in CA100.

Title:

The title is change is two-fold. First, the inclusion of Quantity Food Production reflects the fact that the course focus on preparing and serving food in large volumes, as one would do in catering. Second, the title is updated to better reflect what is being taught in the course.

Description:

The change in course description more accurately reflects and articulates the content of and what is being taught within the course.