

# Catering Management

CHEF - 2680 001

## Course Description

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This course emphasizes modern Garde Manger techniques, business management, and event execution. Students cater to diverse events, develop menus, blend culinary skills with business acumen, and create innovative business plans. They gain insights for success in the catering industry, with a capstone project.

Prerequisite(s): Students must possess a valid ServSafe Certificate, or a valid health department food handler permit. Additionally, students must successfully complete CHEF 1300, CHEF 2420, and CHEF 2425.

Semester(s): Fall & Spring

## Course Student Learning Outcomes

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- Discuss the career outlook for the catering industry, including its trends and opportunities.
- Identify niche markets within catering and their relevance to a successful catering business.
- Contrast the advantages and disadvantages of owning a catering business versus being an employee.
- Define on-premises and off-premises catering, summarizing the levels and styles of on-premises catering while recognizing the pros and cons of both.
- Demonstrate proper preparation of various catered dishes, including salads, soups, sandwiches, hors d'oeuvres, appetizers, canapés, and garnishes for appropriateness to the planned event.
- Demonstrate food presentation techniques, create centerpieces and tablescape, and design themed banquets.

- Summarize management principles for multiple catering and banquet styles, including menu construction, equipment identification, leadership efficacy, and food safety and sanitation practices.

## College Wide Student Learning Outcomes

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- Acquire substantive knowledge in their intended major.
- Communicate effectively.
- Develop quantitative literacies necessary for their chosen field of study.
- Think critically and creatively.
- Develop civic literacy and the capacity to be community-engaged learners who act in mutually beneficial ways.
- Develop the knowledge and skills to work with others in a professional and constructive manner.
- Develop computer and information literacy.
- Develop attitudes and skills for lifelong wellness.

## Course Prerequisites

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Semester(s): Fall & Spring

## Engagement Plan

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Example language:

I will respond to email within 48-hours.

I will offer feedback on major assignments as requested and throughout the life of the project.

The best way to contact me is via the Canvas Inbox, as I will prioritize this email over other modes of communication.

## Required Text or Materials

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**Title:** On-Premise Catering

**ISBN:** 9781118513811

**Authors:** Patti J. Shock, John M. Stefanelli, Cheryl Sgovio

**Publisher:** Wiley Global Education

**Publication Date:** 2012-10-16

**Edition:** Second Edition

For more information on textbook accessibility, contact Accessibility & Disability Services at [ads@slcc.edu](mailto:ads@slcc.edu).

## Brief Description of Assignments/Exams

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This course provides an in-depth study of on-premise catering, covering every stage from different types of catering and caterers to catering management functions, objectives, organization, policies, and challenges. Students will design an on-site catered event and take on the roles of Chef and Event Planner for a week. They will engage in all aspects of production and service planning, including theme, menu, beverages, room setup, linens, service ware, decorations, marketing, costing, staffing, and collaboration with other departments (classes) as part of their capstone project.

Throughout the course, students will analyze and assess the significance of each step, evaluating how each stage impacts the overall success of the catered event as they work on their capstone project and then participate in their peers' projects.

## Assignment Schedule

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| Due Date | Assignment Name  | Assignment Type | Points |
|----------|--|-----------------|--------|
|          | <a href="#">Capstone Projects</a>                                      | Assignment      | 200    |
|          | <a href="#">Introduce Yourself</a>                                     | Discussion      | 0      |
|          | <a href="#">Introduce Yourself</a>                                     | Discussion      | 0      |
|          | <a href="#">Roll Call Attendance</a>                                   | Assignment      | 100    |
| 8/26/25  | <a href="#">Kitchen Equipment Training &amp; Safety Review</a>         | Assignment      | 10     |
| 8/26/25  | <a href="#">Semester Event Review &amp; Planning</a>                   | Assignment      | 25     |
| 8/28/25  | <a href="#">New Student Orientation Event Prep</a>                     | Assignment      | 50     |
| 9/2/25   | <a href="#">Event Planning Day</a>                                     | Assignment      | 50     |
| 9/4/25   | <a href="#">Collaborative Cooking, Baking, &amp; Prepping Exercise</a> | Assignment      | 50     |
| 9/9/25   | <a href="#">Rose's Italian Heritage Event Prep</a>                     | Assignment      | 100    |
| 9/11/25  | <a href="#">Rose's Italian Heritage Event</a>                          | Assignment      | 100    |
| 9/16/25  | <a href="#">Brooke's Fall Dia de Los Muertos Celebration Prep</a>      | Assignment      | 100    |
| 9/18/25  | <a href="#">Brooke's Fall Dia de Los Muertos Celebration</a>           | Assignment      | 100    |

| <b>Due Date</b> | <b>Assignment Name</b>                                      | <b>Assignment Type</b> | <b>Points</b> |
|-----------------|---|------------------------|---------------|
| 9/18/25         | <a href="#">Event Reflection</a>                            | Assignment             | 25            |
| 9/23/25         | <a href="#">Event TBD Prep</a>                              | Assignment             | 50            |
| 9/25/25         | <a href="#">Event Reflection</a>                            | Assignment             | 25            |
| 9/25/25         | <a href="#">Event TBD</a>                                   | Assignment             | 100           |
| 9/30/25         | <a href="#">Event TBD Prep</a>                              | Assignment             | 100           |
| 10/2/25         | <a href="#">Event Reflection</a>                            | Assignment             | 25            |
| 10/2/25         | <a href="#">Event TBD</a>                                   | Assignment             | 100           |
| 10/7/25         | <a href="#">Event TBD Prep</a>                              | Assignment             | 100           |
| 10/9/25         | <a href="#">Event Reflection</a>                            | Assignment             | 25            |
| 10/9/25         | <a href="#">Event TBD</a>                                   | Assignment             | 100           |
| 10/16/25        | <a href="#">Event Reflection</a>                            | Assignment             | 25            |
| 10/21/25        | <a href="#">Culinary PAC Working Lunch Meeting Prep Day</a> | Assignment             | 100           |
| 10/23/25        | <a href="#">Culinary PAC Working Lunch Meeting</a>          | Assignment             | 100           |
| 10/28/25        | <a href="#">Event TBD Day</a>                               | Assignment             | 100           |
| 10/30/25        | <a href="#">Event TBD</a>                                   | Assignment             | 100           |
| 10/30/25        | <a href="#">Event Reflection</a>                            | Assignment             | 25            |
| 11/4/25         | <a href="#">Event TBD Prep</a>                              | Assignment             | 100           |
| 11/6/25         | <a href="#">Event Reflection</a>                            | Assignment             | 25            |
| 11/6/25         | <a href="#">Event TBD</a>                                   | Assignment             | 100           |
| 11/11/25        | <a href="#">Event TBD Prep</a>                              | Assignment             | 100           |

| <b>Due Date</b> | <b>Assignment Name</b>   | <b>Assignment Type</b> | <b>Points</b> |
|-----------------|--|------------------------|---------------|
| 11/13/25        | <a href="#">Event Reflection</a>   | Assignment             | 25            |
| 11/13/25        | <a href="#">Event TBD</a>  | Assignment             | 100           |
| 11/18/25        | <a href="#">Dean's Holiday Luncheon - Gail Miller Business School Prep Day</a> | Assignment             | 100           |
| 11/20/25        | <a href="#">Dean's Holiday Luncheon - Gail Miller Business School</a>          | Assignment             | 100           |
| 11/20/25        | <a href="#">Event Reflection</a>   | Assignment             | 25            |
| 11/25/25        | <a href="#">Holiday Prep &amp; Baking</a>                                      | Assignment             | 10            |
| 11/27/25        | <a href="#">Event Reflection</a>   | Assignment             | 0             |
| 12/2/25         | <a href="#">Event TBD Prep</a>   | Assignment             | 25            |
| 12/4/25         | <a href="#">Event TBD</a>  | Assignment             | 100           |
| 12/9/25         | <a href="#">Event TBD Prep</a>   | Assignment             | 100           |
| 12/11/25        | <a href="#">Event TBD</a>  | Assignment             | 100           |
| 12/11/25        | <a href="#">Event Reflection</a>   | Assignment             | 25            |
| 12/14/25        | <a href="#">Event Reflection</a>   | Assignment             | 25            |
| 12/16/25        | <a href="#">Deep Cleaning Attendance &amp; Participation</a>                   | Assignment             | 100           |
| 12/18/25        | <a href="#">Additional Credit Earned</a>                                       | Assignment             | 0             |

## Grading Scale

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## GRADING

All assignments must be turned in before the scheduled completion of the class. No late assignments will be accepted for any work turned in after the stated due date unless there is a legitimate reason, and it will be accepted at the discretion of the Instructor. All assignments will be graded on a "Percentage/ Point System". The following table displays the assignment as a percentage of specific areas of evaluation.

| Assessment Criteria                            |      |
|--|------|
| Professionalism, Participation, and Production | 45%  |
| Capstone Project                               | 45%  |
| Projects & Homework                            | 10%  |
| Total  | 100% |

### Letter Grades

|    |          |    |          |    |               |
|----|----------|----|----------|----|---------------|
| A  | 94-100%  | B- | 80-82.9% | D+ | 67-69.9%      |
| A- | 90-93.9% | C+ | 77-79.9% | D  | 63-66.9%      |
| B+ | 87-89.9% | C  | 73-76.9% | D- | 60-62.9%      |
| B  | 83-86.9% | C- | 70-72.9% | E  | 59.9% or less |

## How to Navigate to Canvas

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## Institutional Policies

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As members of our academic community, we would like to invite you to review the Institutional Syllabus which covers important policies and procedures. This document contains important links for students on the code of student rights and responsibilities, academic integrity, and grading policies, Title IX and other important acknowledgements. By familiarizing yourself with this information, you can help us create a safe and respectful environment for everyone.

For more information, navigate to the Institutional Policies tab on the [Institutional Syllabus](#) page.

## [Learning Support and Tutoring Services](#)

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We are pleased to offer a range of tutoring and learning support services to help you achieve your academic goals. Whether you need assistance with a specific subject or want to improve your study skills, you have many options for tutoring or other support.

To learn more about the services we offer and how to access them, visit the [Institutional Syllabus](#) page under the Tutoring and Learning Support tab. We encourage you to take advantage of these resources to help you succeed in your studies. If you have any questions or would like to schedule a tutoring session, please don't hesitate to reach out to us. We are here to support you in any way we can.

## [Advising and Counseling Support Services](#)

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At our institution, we are committed to supporting your academic and personal growth. That's why we offer a range of advising and counseling services to help you navigate the challenges of college life. To learn more about the resources available to you and how to access them, visit the [Institutional Syllabus](#) page under the Advising and Counseling Support Services tab. Our advising team and the support centers across campus are here to support you in achieving your goals and overcoming any obstacles you may face.

## [Student Academic Calendar](#)

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As students you should be aware of all important dates in the semester, such as the day that courses begin and end, as well as the drop date and the last day to withdraw. To learn more about those dates, navigate to the Student Academic Calendar below:

[SLCC Student Academic Calendar](#)