

**Bossier Parish Community College  
Business Division**

**Course Prefix and Number:** CULA 235

**Credit Hours:** 3

**Course Title:** Purchasing and Cost Control

**Course Prerequisites:** No Perquisites

**Textbook:** ManageFirst Purchasing with MyLab Access & online voucher, National Restaurant Association/Pearson

**I. Rationale and Description:**

An in-depth study of the management of systems and techniques utilized to control food, beverage, and labor costs in the hospitality industry.

**II. Course Aims and Outcomes:**

- A. Introduction to Purchasing
- B. Quality Requirements
- C. Purchase Quantity Requirements
- D. Selecting Vendors
- E. Ordering Products: Pricing Decisions
- F. Ordering Products: Use Effective Procedures
- G. Purchasing Ethics and Vendor Relations
- H. Purchasing Follow-up

**To achieve the learning outcomes the student will:**

- 1. Describe various formal and informal purchasing methods (A)
- 2. Analyze market fluctuations and product cost (A)
- 3. Discuss legal and ethical considerations of purchasing (A, B)
- 4. Explain regulations for inspecting and grading of various food products (B,C,D)
- 5. Write a bid specification (D, E)
- 6. Evaluate received goods to determine conformity with user specifications (B,C,D,E,F)
- 7. Conduct yield and quality tests on various products (B,C)
- 8. Inventory food and non-food items on hand (C)
- 9. Describe proper procedures of issuing product according to requisition (E,F,G,H)
- 10. Describe current computerized systems for purchasing and inventory control (F)
- 11. Explain methods to control cost of food, beverage, labor, supplies and services (F,G)
- 12. Describe cost, volume and profit relationships (B,C,D,E,F,G,H)

**Evaluation:**

- A. Testing Procedures: 45% of grade. Students are evaluated primarily based on tests. A minimum of three exams or more, account for 45% of the final semester grade. The grade for this course is based on: attendance, assignments, quizzes, daily grades and a written practical

Grading Scale:

90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
0 - 59	F

B. Laboratory Expectations: None

C. Field Work: 45% of grade

Students will be responsible for all Excel homework assignments, MyLab assessments and a minimum of two recipe evaluations as well as written income statement problems and analyses.

D. Other Evaluation Methods: 10% of grade

**Attendance Policy:** The college attendance policy is available at <http://www.bpcc.edu/catalog/current/academicpolicies.html>

**Course Fees:** N/A

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COORDINATOR FOR SECTION 504 AND ADA

Angie Cao, Student and Disability Services Specialist

Disability Services, F-254

6220 East Texas Street

Bossier City, LA 71111

Phone: 318-678-6511

Email: [acao@bpcc.edu](mailto:acao@bpcc.edu)

Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.

Equity/Compliance Coordinator

Teri Bashara, Director of Human Resources

Human Resources Office, A-105

6220 East Texas Street

Bossier City, LA 71111

Phone: 318-678-6056

Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.