

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY  
SAULT STE. MARIE, ONTARIO

**COURSE OUTLINE**

**COURSE TITLE** FACILITY DESIGN AND PLANNING

**CODE NO.:** HMG241 **SEMESTER** IV

**PROGRAM:** HOTEL & RESTAURANT MANAGEMENT

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**DATE:** JANUARY, 1992

**PREVIOUS OUTLINE  
DATED:**

New Revision X

**APPROVED** DEAN, SCHOOL OF BUSINESS & HOSPITALITY **DATE**

FACILITY DESIGN & PLANNING

HMG241

**COURSE NAME**

**COURSE CODE**

**Course Description;**

This course is designed to provide the student with the ability to organize and implement a full maintenance program for any size hospitality environment. The techniques of decision making analysis under real life pressures will be presented through case studies and student presentations. Consideration of environmentally friendly maintenance techniques will be incorporated.

**Learning Objectives;**

Upon completion of this course, the student will:

- be able to organize a system of regular cleaning procedures for any hospitality environment
- be familiar with basic maintenance of all electrical, mechanical, heating, air conditioning, and general small appliances found in a standard hospitality environment
- be familiar with basic decision making/problem solving techniques such as Kepner/Tregoe, Ishikawa diagrams and Pareto charts to respond to daily problems and emergencies
- negotiate and understand contracts for both cleaning and repairs or maintenance to all areas under his/her control
- know when and whom to call in various situations of breakdown and/or emergency
- understand the environmental impact of detergents, cleaners, solvents, etc. and alternate choices available on the market
- generally enter any of the many hospitality environments the student may find himself upon graduation and successfully be able to maintain the physical plant and equipment entrusted to him/her in an orderly, efficient, and professional manner

**TEXTS AND REFERENCES;**

A list of texts, references, materials and sources will be presented throughout the course at various times.

**MAIN TOPICS:**

This course encompasses two main modules or themes

- 1 - Maintenance
- 2 - Situation Management

They will be blended in each class session with the class often split up into teams for gathering and analyzing data.

- WEEK 1**            Student expectations and histories  
Course introduction  
Organizational techniques (blocking)  
Assignment of facility or food lab  
Inventory of facility and equipment  
Discussion of scheduling techniques  
**ASSIGNMENT #1**
- WEEK 2**            Introduction to decision making/problem solving  
analysis  
Introduction to electricity  
Physical revue of assigned facility  
Review of assignment 1  
Introductory Case Study (no marks)
- WEEK 3**            How to decrease your hydro bill (P.U.C.)  
- meter reading  
- demand vs load  
- lighting  
- timing devices  
- purchasing considerations  
Electrical equipment maintenance and safety (practical)  
Case Study 1 assigned  
Assignment 1 handed in
- WEEK 4:**            Introduction to refrigeration and cooling (theory)  
Common plumbing problems and repairs (practical)  
Case Study 1 handed in  
Test on "How to decrease your hydro bill"
- WEEK 5**            Gas appliances and equipment (Centra Gas)  
- how gas bills are calculated  
- safety features of gas and proper handling  
- how to recognize gas problems & what to do  
Maintenance of refrigeration and cooling equipment  
(practical)  
Case Study 2 assigned  
Test on theory of refrigeration and cooling  
Maintenance of assigned facility in areas covered

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- WEEK 6:**
- How to handle common emergencies (St. John's Ambulance)
  - Common refrigeration and cooling problems (practical)
  - Test on Centra Gas speaker
  - Discussion on Case Study 1
  - Maintenance of assigned facility
- WEEK 7:**
- Introduction to blueprints (Dave Ellis & Associates)
  - Test on St. John's Ambulance
  - Case Study 2 handed in
  - Catch up on practical areas not covered
  - Maintenance of assigned facility
- WEEK 8:**
- Test on blueprints
  - Evaluation of course to-date and discussion
  - Discussion on Case Study 2
  - Discussion of Assignment 1
  - Review of all areas covered to-date
  - Maintenance of assigned facility
- WEEK 9:**
- Life Safety Systems (Fireguard & City Fire Department)
    - codes
    - fire suppression
    - extinguishers
    - detection systems
    - emergency lighting
    - evacuation plans
  - Introduction to environmental factors
  - Assignment 2 (develop a life safety plan for your facility)
  - Evaluation of facility for Assignment 2
- WEEK 10:**
- Environmental choices (Guardian Chemicals)
  - Test on life safety systems
  - Introduction to future problem/opportunity analysis
  - Individual practical testing begins
- WEEK 11:**
- Common police situations (City Police Department)
  - Test on environmental choices
  - Introduction to LLBO regulations
  - Test out your life safety plan
  - Case Study 3 assigned
- WEEK 12:**
- Common Department of Health problems (City)
  - Test on police situations
  - Life Safety Plan handed in
  - Individual practical testing

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- WEEK 13**            Air quality (Garland)  
                      - balancing  
                      - recycling systems  
                      - rate of exchange  
                      Test on Department of Health  
                      Hand in Assignment 2  
                      Individual practical testing
- WEEK 14:**            Team building and management  
                      - empowerment  
                      - trust  
                      - decision making  
                      - Deming's points  
                      Test on air quality  
                      Individual testing  
                      Case Study 3 handed in  
                      Case Study 4 assigned
- WEEK 15**            Problems with pools in Hotels, etc. (Pool Company)  
                      Review Case Study 3  
                      Introduction to paint and finishes maintenance  
                      Individual practical testing
- WEEK 16**            Hand in Case Study 4  
                      Review Case Study 4  
                      Review problem or difficult areas  
                      Evaluation of course

This schedule is a guideline only. The course will be altered to suit the student's best learning rates and the availability of experts and other speakers. The assignment dates given throughout the semester will override this outline.

**EVALUATION:**

Given the nature of the course and its emphasis on skill development, students will be asked to attend and participate in all classroom activities, as well as complete all assignments and case studies.

|                         |       |
|-------------------------|-------|
| Assignment 1            | 20%   |
| Assignment 2            | 10%   |
| Case Studies 1-4        | 20%   |
| Tests                   | 20%   |
| Practical Testing       | 10%   |
| Classroom Participation | 20%   |
|                         | <hr/> |
|                         | 100%  |