FLORIDA ATLANTIC UNIVERSITY

NEW/CHANGE PROGRAM REQUEST
Graduate Programs

UGPC Approval 1/26/26
UFS Approval _____
Banner _____
Catalog _____

Department Marketing

College Busines

Program Name
Undergraduate Certificate in Club Management

☐ **New Program***
☑ **Change Program***

Effective Date
(TERM & YEAR)
Summer 2026

Please explain the requested change(s) and offer rationale below or on an attachment.

The Hospitality & Tourism Program created an Advisory Board for the Club Management focus of the program. The University is located in one of the most dense areas in the world for Private Country Clubs. Many of the clubs are recognized throughout the world as the best of the best. During our annual meeting, the certificate program was discussed and feedback was suggested. Repeatedly, guest service was mentioned as critical to include within the certificate. The Hospitality and Tourism Marketing course made the most sense to be replaced.

After thorough discussion, the consensus was to remove HFT4503 and add HFT4240 (courses listed below). The new course combined with the existing certificate course offerings was seen as valuable to existing club employees (professional development) as well as something clubs would look favorably at when hiring new staff.

Existing Course HFT 4503

Replace HFT 4503 with Course HFT 4240

*All new programs and changes to existing programs must be accompanied by a catalog entry showing the new or proposed changes.

Faculty Contact/Email/Phone
Dr. Peter Ricci / peter.ricci@fau.edu / (561) 297-3666

Consult and list departments that may be affected by the change(s) and attach documentation

Approved by	***Date***
Department Chair	1/7/2026
College Curriculum Chair	1/20/2026
College Dean	2-22-2026
UGPC Chair	1/26/26
UGC Chair	1/26/26
Graduate College Dean	
UFS President	
Provost	

Email this form and attachments to UGPC@fau.edu 10 days before the UGPC meeting.

FLORIDA ATLANTIC UNIVERSITY
Hospitality and Tourism Management
College of Business

Club Management Certificate (CLUB)

The undergraduate certificate in Club Management provides a focused curriculum on those managerial competencies deemed important to private club managers of the 21st Century. These managerial competencies include golf, spa, tennis, aquatics, food and beverage, marketing, human resources and leadership. The private country club industry is one of the highest-paying hospitality niche professions in Florida offering great employment opportunities. The sheer number of private clubs (over 125 clubs in Palm Beach, Broward, and Miami-Dade) make the region very strong in club management.

Students must complete 15 credits from the courses below. **The certificate in Club Management is open to both degree-seeking and non-degree-seeking students.** All courses must be completed with a minimum grade of "C." Courses may have prerequisites, corequisites or other requirements. **Non-degree-seeking students need program director approval prior to enrollment in all courses.**

The certificate is particularly valuable for FAU degree-seeking students outside the College of Business *and* to community members, hospitality industry professionals and seasonal residents. For further information, please reach out to the Hospitality and Tourism Management **Program Director**, Dr. Peter Ricci at peter.ricci@fau.edu or 561-297-3666.

After completion of *all* courses with a grade of "C" or higher, students may then request their certificate from the Student Academic Services Office (academic advising) located in the FAU College of Business, Boca Raton campus, Fleming West Building, Room 102, 561-297-3688.

Required Courses (15 credits)

Introduction to Hospitality Management	HFT 3003
Club Management	HFT 4277
Food and Beverage Management	HFT 3263
Hospitality and Tourism Marketing	HFT 4503
Hospitality Human Resources Management	HFT 3221

Timely Graduation for Undergraduate Students:
All Students must understand that credits earned beyond 120 credit hours (those hours required for an undergraduate degree) may be subject to the Excess Hours Surcharge mandated by the State of Florida. The addition of a minor or additional course to their academic portfolio may sound appealing, but it also might result in considerable additional expense and a delay in degree completion.

FLORIDA ATLANTIC UNIVERSITY
Hospitality and Tourism Management
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Required Courses (15 credits)

Introduction to Hospitality Management	HFT 3003
Club Management	HFT 4277
Food and Beverage Management	HFT 3263
Guest Experience Management	HFT 4240 (course replacing HFT 4503)
Hospitality Human Resources Management	HFT 3221

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