

**CENTRAL TEXAS COLLEGE
SYLLABUS FOR CHEF 2301
INTERMEDIATE FOOD PREPARATION**

Semester Hours Credit: 3

I. INTRODUCTION

- A. A continuing study of the basic food preparation course. Topics include the concept of pre-cooked food items, as well as scratch preparation. This course covers a full range of food preparation techniques to include sauces, soups, salads, fish and other seafood, poultry and feathered game, meats, vegetables, and other cold foods. Students enrolled in the Intermediate Food Preparation course will participate in activities provided with guidance from their instructor.
- B. This course, CHEF 2301, Intermediate Food Preparation, is a selective technical elective course in the Restaurant & Culinary Management degree plan. This course is also a selective technical elective course for the Restaurant Skills Certificate, Culinary Arts Certificate, and the Institutional Food Service Certificate.
- C. This course is occupationally related and serves as preparation for jobs in the Hospitality Management Culinary Arts Program.
- D. Prerequisites: CHEF 1301 Basic Food Preparation
- E. Alphanumeric coding used throughout this syllabus denotes integration of the Secretary's Commission on Achieving Necessary Skills (SCANS) occupational competencies (CA, C1, 2, B, etc.) and foundation skills (B, C1, 2, FA, etc.) for this course. The instructor will ensure the designated SCANS competencies and skills are addressed in the course. A detailed description of each competency/skill is contained in "A SCANS Report for America 2000," Executive Summary, furnished.

II. LEARNING OUTCOMES

Upon successful completion of this course, Intermediate Food Preparation, the student will be able to:

- A. Explain the origins of modern restaurants and name key historical figures responsible

- for developing food service professionalism.
- B. Identify the different types of cuisines that were developed through time.
 - C. Understand the basic principles of using recipes, yields, mise en place and the presentation of foods.
 - D. Take appropriate actions to create and maintain a safe and sanitary working environment.
 - E. Understand the effects that storage and preparation techniques have on various foods nutritional values.
 - F. Recognize, identify, and prepare a variety of stocks, soups, and sauces.
 - G. Recognize, identify, and prepare a variety of salads, pasta dishes and other first course items.
 - H. Identify the basic preparation and cooking techniques for fish and other seafood.
 - I. Prepare a variety of fish and other seafood.
 - J. Identify the primary cooking methods for poultry and feathered game.
 - K. Handle and prepare a variety of poultry.
 - L. Identify and prepare meats using suitable cooking techniques for various cuts of meats.
 - M. Prepare a variety of miscellaneous meats to include organ meats, sausages, and game dishes.
 - N. Prepare a variety of vegetables and grains.
 - O. Prepare, handle and serve a variety of cold dishes to include forcemeat, terrines, and molded dishes.
 - P. The following SCANS competencies and foundation skills will be covered in this course:
 - 1. Competencies
 - a. Resources
 - (1) Time (CA1)
 - (2) Money/budget (CA2)

- (3) Materials/facilities (CA3)
 - (4) Human Resources (CA4)
 - b. Interpersonal Skills
 - (1) Teamwork (CB1)
 - (2) Teaches others (CB2)
 - (3) Leadership (CB4)
 - (4) Cultural diversity (CB6)
 - c. Information
 - (1) Acquires/evaluates (CC1)
 - (2) Organizes/maintains (CC2)
 - (3) Interprets/communicates (CC3)
 - d. Systems
 - (1) Understands (CD1)
 - (2) Monitors/corrects (CD2)
 - (3) Improves/designs (CD3)
- 2. Foundation Skills
 - a. Basic Skills
 - (1) Reading (FA1)
 - (2) Writing (FA2)
 - (3) Listening (FA4)
 - (4) Speaking (FA5)
 - b. Thinking Skills
 - (1) Reasoning (FB6)
 - c. Personal Qualities
 - (1) Responsibility (FC1)
 - (2) Self-esteem (FC2)
 - (3) Sociability (FC3)
 - (4) Self-management (FC4)
 - (5) Integrity/honesty (FC5)

III. INSTRUCTIONAL MATERIALS

- A. The instructional materials identified for this course are viewable through www.ctcd.edu/books

IV. COURSE REQUIREMENTS

- A. Reading Assignments: Read text assignments prior to class and be prepared to CHEF 2301 Intermediate Food Preparation

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discuss the text material, answering instructor questions orally with well-organized thoughts and ideas. (FA1, FA5, CC3)

- B. Class Attendance: (Refer to CTC Catalog, Page 67, for detailed policy). You are expected to attend each class period, be on time and stay the full class period or be counted absent. You are responsible for all course material missed due to absence. The instructor does not provide class notes for classes missed. (FC1, FC4)
- C. Equipment: The following equipment is required for this course;
 - a. 1 each, long sleeve classic chef jacket
 - b. 1 each, black and white check chef pants
 - c. 1 each, black and white check chef beanie
 - d. 1 each, bib apron
 - e. 1 pair black safety shoes

V. EXAMINATIONS

- A. There will be two examinations:

Exam 1 (Mid-Term)

Exam 2 (Final)

- B. A student must be present for all examinations. No make-up examinations will be given. Students who know in advance they will be absent from an examination due to valid reasons must arrange to take an early examination. Unexpected absences due to illness or extenuating circumstances will require the student to see the instructor about individual make-up work in lieu of the missed examination.
- C. Students without excused absences will be given a zero for the examination missed.
- D. This course consists of two major activities--the lecture and the laboratory. The lecture portion meets one hour per day, twice weekly during the 16-week semester. The lab is supervised by the instructor with the help of the Hospitality Program. This laboratory meets 1.5 hours per day, twice a week.

VI. SEMESTER GRADE COMPUTATIONS

Exam 1 (Mid-Term)	150 points	20%
Exam 2 (Final)	150 points	20%
Laboratory	500 points	50%

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Quizzes 4 @ 50 pts. Ea.	<u>200 points</u>	<u>20%</u>
Total Points	1000 points	100%

A student must take the final examination to receive a grade for the course.

VII. NOTES AND ADDITIONAL INSTRUCTIONS FROM COURSE INSTRUCTOR

- A. Course Withdrawal: It is the student's responsibility to officially withdraw from a class if circumstances prevent attendance. Any student who desires to, or must, officially withdraw from a course after the first scheduled class meeting must file a Central Texas College Application for Withdrawal (CTC Form 59). The withdrawal form must be signed by the student.

CTC Form 59 will be accepted at any time prior to Friday, the 12th week of classes during the 16-week fall and spring semesters. The deadline for sessions of other lengths is:

- Friday of the 3rd week for 5- week courses
- Friday of the 4th week for 6- week courses
- Friday of the 6th week for 8-week courses
- Friday of the 7th week for 10 week courses
- Friday of the 9th week for 12 week courses
- Friday of the 12th week for 16 week courses

The equivalent date (75% of the semester) will be used for sessions of other lengths. The specific last day to withdraw is published each semester in the Schedule Bulletin.

A student who officially withdraws will be awarded the grade of "W", provided the student's attendance and academic performance are satisfactory at the time of official withdrawal. Students must file a withdrawal application with the College before they may be considered for withdrawal.

A student may not withdraw from a class for which the instructor has previously issued the student a grade of "F" or "FN" for nonattendance.

- B. Administrative Withdrawal: An administrative withdrawal may be initiated when the student fails to meet College attendance requirements. The instructor will assign the appropriate grade on CTC Form 59 for submission to the registrar.
- C. Incomplete Grade: The College catalog states, "An incomplete grade may be given in those cases where the student has completed the majority of the course work but, because of personal illness, death in the immediate family, or military orders, the

student is unable to complete the requirements for a course..." Prior approval from the instructor is required before the grade of "I" is recorded. A student who merely fails to show for the final examination will receive a zero for the final and an "F" for the course.

- D. Cellular Phones and Beepers: Cellular phones and beepers will be turned off while the student is in the classroom or laboratory.

- E. Americans with Disabilities Act (ADA): Disability Support Services provide services to students who have appropriate documentation of a disability. Students requiring accommodations for class are responsible for contacting the Office of Disability Support Services (DSS) located on the central campus. This service is available to all students, regardless of location. Explore the website at www.ctcd.edu/disability-support for further information. Reasonable accommodations will be given in accordance with the federal and state laws through the DSS office.

- F. Instructor Discretion: The instructor reserves the right of final decision in course requirements.

- G. Civility: (FC3) Individuals are expected to be cognizant of what a constructive educational experience is and respectful of those participating in a learning environment. Failure to do so can result in disciplinary action up to and including expulsion.

- H Honesty and Integrity: (FC5) All students are required and expected to maintain the highest standards of scholastic honesty in the preparation of all course work and during examinations. The following will be considered examples of scholastic dishonesty:
 - 1. Plagiarism: The taking of passages from writing of others without giving proper credit to the sources.
 - 2. Collusion: Using another's work as one's own; or working together with another person in the preparation of work, unless joint preparation is specifically approved in advance by the instructor.
 - 3. Cheating: Giving or receiving information on examinations.

Students guilty of scholastic dishonesty will be administratively dropped from the course with a grade of "F" and will be subject to disciplinary action.

- I. Feedback:

1. *Instructor:* As your instructor I will organize and present the course material in a manner designed to facilitate the learning process. I will evaluate your progress periodically via writing assignments and exams and provide feedback on your performance via exam scores, exam critiques, and critique of your writing assignments, etc. I am also available before and after each class period and during office hours to discuss your performance and answer questions.

2. *Student:* **As the student you are ultimately responsible for your success in this course.** It is your responsibility to attend class regularly, prepare for class by reading assigned text material, participate in class discussions, ask questions when required to improve your understanding, prepare for and complete exams and complete all other assignments.