

# Course Syllabus

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**Department** : Culinary Arts and Foodservice Management  
**Course Title** : Basic Food Preparation  
**Section Name** : CHEF 1301  
**Start Date** : 08/27/2012  
**End Date** : 10/1/2012  
**Modality** : Face-to-Face  
**Credits** : 3

## Instructor Information

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**Name** : Paul Porras  
**OC Email** : pporras@odessa.edu  
**OC Phone #** : 432-335-6320

Fall Office Hours:

M 11:30-1:30

T 9-12

W 9-10, 11:30-12:30

TH 9-12

F By Appointment Only

Monitored and open labs available daily. Help from the instructor is available at your request. Appointments can be set up or you may contact instructor during office hours. Tutoring is available through the LRC.

## Course Description

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A study of the fundamental principles of food preparation and cookery to include the Brigade System, cooking techniques, material handling, heat transfer, sanitation, safety, nutrition, and professionalism. (ICO 1, 2, 3, 6). Lab fee required.

## Prerequisites/Corequisites

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None

## ICO

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(1,2, 3,6)

## Course Objectives

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Identify and describe the various kitchen stations in commercial food service operations.

Identify and correctly operate major pieces of food service equipment.

Define culinary terms and concepts and be able to spell those terms correctly.

\*Read, convert and determine food quantities for recipes.

\*Demonstrate the correct food preparation and cooking procedures for desired menu items being prepared.

\*Prepare, cook, finish for service and evaluate meats, fish, vegetables and starch food items in accordance with menu items.

\*Employs correct sanitation procedures and principles associated with the storage, holding, preparation and service of menu items.

Exhibit a professional attitude towards his or her chosen vocation.

\*Organize work assignments.

\*Relate positively with other students.

\*Support a team approach to work output functions.

\*INDICATES INTEGRATED, CORE CURRICULUM SKILLS

(Math, Reading, Communication, Technological Literacy and/or Critical Thinking)

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## Required Readings/Materials

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**Required** readings/materials:

Professional Cooking, Gisslen, Martel 7th edition

## Course Requirements (Lectures, Assignments and Assessments)

DATES	ASSIGNMENT	DESCRIPTION
08/27	Chapters 1-5	Industry, safety, tools, menus
08/29	Chapters 6-9	Nutrition, mise en place, stocks, soups
09/5	Chapters 21-22	Salads and sandwiches <b>EXAM I (1-9)</b>
09/10	Chapters 24-25	Eggs, breakfast, and dairy
09/12	Chapters 16-17	Vegetables
09/17	Chapters 18-19	Starches
09/19	Chapters 10-13	Meats and poultry <b>EXAM II (16-19, 21,22,24,25)</b>
09/24	Chapters 14-15	Shellfish
09/26	Chapters 29-31,33-34	Yeast, quick breads, pies and cookies
09/28		<b>FINAL EXAM</b>

## Grading Policy

Homework 40%

Exams 30%

Final 30%

### Total Points:

90-100 A

80-89 B

70-79 C

60-69 D

## Special Needs

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Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

## Learning Resource Center (Library)

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The Library, known as the [Learning Resources Center](#), provides research assistance via the [LRC's catalog \(print books, videos, e-books\)](#) and [databases \(journal and magazine articles\)](#). [Research guides](#) covering specific subject areas, [tutorials](#), and the "[Ask a Librarian](#)" service provide additional help.

## Student E-mail

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Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All correspondence will be submitted using your Odessa College email.**

## Student Portal

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Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All correspondence will be submitted using your Odessa College email.**

## Technical Support

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For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at [https://www.odessa.edu/dept/ssc/helpdesk\\_form.htm](https://www.odessa.edu/dept/ssc/helpdesk_form.htm).

## Important School Policies

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For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or student's and instructors' right to academic freedom can be found in the [Odessa College Student Handbook](#).

**DISCLAIMER: Each student is responsible for checking the syllabus frequently as it will be updated as often as needed.**

## **WORK ETHICS:**

### **Student Professionalism**

- 1. Be on time for all classes and laboratories.**
- 2. Maintain work assigned area in an orderly and sanitary condition.**
- 3. Refrain from unwarranted conversations, horseplay or otherwise distracting conduct.**
- 4. Perform clean-up as a member of a team.**
- 5. Cooperate with classmates and function as a member of a team**
- 6. Odessa College Uniforms are required for this course. (Nothing else will be permitted!)**
- 7. Uniforms will be worn during all culinary classes.**
- 8. All uniforms must be pressed and clean for class.**
- 9. All students must be in full uniform before entering the classroom.**
- 10. If any student enters the class without any part of his/her uniform they are not be permitted to enter class and will receive a zero for the day.**
- 11. No painted nails or acrylic nails are allowed due to food contamination.**
- 12. All Students will be allowed 3 absences to every class.**
- 13. If a student leaves or walks out without notifying the instructor, it will be a zero for the day and the student will be counted absent.**
- 14. ALL Students will participate in cleaning the kitchen and classroom!**
- 15. All homework will be turned in on time. Any late homework will be penalized and after 24 hours a zero will be given.**
- 16. All in-class assignments must be completed that day or the student will not be given a grade.**
- 17. No Cell Phones (texting, or listening to music as well) will be permitted in the kitchen or the classroom. If a cell phone is in use during class, a zero will be given for the day.**

### **IMPORTANT NOTE TO STUDENTS:**

It is the policy of this instructor to help you complete this course. If you believe that you cannot complete this class due to medical, family, financial, social, job related or other problems or conflicts, you should see your instructor to discuss your options **PRIOR TO THE FINAL DROP DATE.**

