



# Course Syllabus

**NOTE:** This syllabus is subject to change during the semester. Please check this syllabus on a regular basis for any updates.

**Department:** Culinary Arts and Foodservice Management  
**Course Title:** BUFFET THEORY & PRODUCTION  
**Section Name:** CHEF 2232  
**Start Date:** 01/22/2013  
**End Date:** 02/22/2013  
**Class meeting Time:** 3:00pm to 09:10pm  
**Credits:** 2

## Instructor Information

**Name:** Chef Mitchell  
**OC Email:** pmitchell@odessa.edu  
**OC Phone #:** 335-6525  
**Lab Phone#:** 335-6324  
**Office:** 215B

### Office Hours

Thursday 2:00-5:00pm  
M, T, W, F by Appointment Only

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

Advanced concepts in the construction of inedible display items. Emphasis on buffet production, presentation, and service. Lab fee required. (ICO 1,2,3,).

### End-of-Course Outcomes

Produce tallow, butter, and ice sculptures; utilize buffet presentation concepts; and organize buffet layout.

### Prerequisites/Co-requisites

**PREREQUISITES:** CHEF 1301 – Basic Food Preparation, CHEF 1210 – Sanitation and Safety  
CHEF 2201 – Intermediate Food Preparation

### ICO

(ICO 1,2,3)

**TEXTBOOK:** None required but use of: *Garde Manger: The Art and Craft of the Cold Kitchen*, 4th Edition by The Culinary Institute of America would be a good resource



### **LEARNING OUTCOMES:**

After completing this course the student should be able to demonstrate the following competencies:

- Design and construct butter and tallow display items.
- Design and construct basic ice carvings.
- Organize and construct display food items.
- Devises recipes and menus for specific types of buffets with themes and/or special areas of emphasis.
- Develop a portfolio of recipes for buffet production and service.
- Diagram dining rooms for buffet service.
- Develop, prepare, present and criticize a grand buffet.

### **\*INDICATES INTEGRATED, CORE CURRICULUM SKILLS**

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

### **COURSE REQUIREMENTS:**

See Instructor Information Sheet for specific course requirements.

### **METHOD OF EVALUATION:**

See Instructor Information Sheet for specific course requirements.

### **Grading Policy**

1. Laboratory activities (Includes: Journal& Class Participation) 60%
2. Mid-term examination 10%
3. Final Practical examination 10%
4. Attendance 10%
5. Quizzes 10%

### **DEPARTMENTAL POLICY:**

**NO LATE WORK ACCEPTED OR MAKE-UP TESTS GIVEN.**

### **Special Needs**

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)**

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**

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.**

### **Important School Policies**

For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or students and instructors' right to academic freedom can be found in the **Odessa College Student Handbook**.

### **SUPPLIES:**

Chef's Uniform:

Chef Bonnet (refer to work ethics)

Chef Pants

Chef Coat (School Coat required during service/meals to public)

Non-skid black shoes

### **Tool Box:**

- |                                       |  |
|---------------------------------------|--|
| • French Knife: 8" or 10" blade       | • Roast Beef Slicer: 12" blade/scalloped |
| • Boning Knife: 6" blade, stiff/rigid | • Measuring Cups                         |
| • Paring Knife: 3 ¼" blade            | • Measuring Spoons                       |
| • French Whip: 14"                    | • Pocket Calculator                      |
| • Piano Whip: 14"                     | • Pocket Thermometer                     |
| • Vegetable Peeler                    | • Digital Scale                          |
| • Pastry Brushes                      | • Camera                                 |
| • Cook's Fork: 6 ½" tines             |  |

**Students will be required to keep a Journal of all skills learned and dishes prepared.**

### **Journal Scoring**

**00 to 59 points = Journal not turned in on due date**

**60 to 69 points = Journal is hand written with little attention to detail**

**70 to 79 points = Journal is hand written with attention to detail**

**80 to 89 points = Journal is handwritten very detailed with pictures**

**90 to 99 points = Journal is typed very detailed and includes pictures**

Journals are due first thing on Mondays Week 3, 4 and Friday Noon Week 5

### **SANITATION REQUIREMENTS:**

- Leave your jewelry at home.
- Fingernails should be short, free of nail polish, and clean of grease, grime and whatever else is there. No fake nails.



- Prior to handling food items, the hands must be washed for a minimum of 20 seconds in hot water with soap and sanitized with hand sanitizing solution.
- Hands must be free of cuts, sores and other skin abrasions (bandages must be covered and gloves or cots must be worn at all times)
- Smoking is not permitted in the kitchen, classroom or 50 feet of any outside entrance. Smoking is detrimental to your taste buds as well as a health hazard.
- Chewing gum in class or labs is not permitted.
- **Odessa College Chef's Uniform** is required for work in the laboratory.
- The student is expected to present a professional appearance which means attention to personal grooming is expected.
- Strict sanitation principles must be adhered to in the preparation of food.

**COMPLIANCE TO THE ABOVE REQUIREMENTS MANDATED BY THE TEXAS HEALTH DEPARTMENT ANDECTOR COUNTY BOARD OF HEALTH.**

**WORK ETHICS:**

**Student Professionalism**

- **Be on time for all classes and laboratories.**
- **Maintain work assigned area in an orderly and sanitary condition.**
- **Refrain from unwarranted conversations, horseplay or otherwise distracting conduct.**
- **No out of the way language in any language is unacceptable and will result in deduction to your grade (Note: Emergency Words may be allowed)**
- **Cooperate with classmates and function as a member of the team or there will be a deduction to your grade.**
- **Odessa College Uniforms are required for this course. (Nothing else will be permitted!)**
- **Cleaned and pressed Uniforms will be worn during all culinary classes Students must be in full uniform before entering the classroom or you will receive a deduction from your grade .**
- **The food in the kitchen belongs to the State of Texas. It is not available for personal use or consumption.**
- **Perform clean-up as a member of a team (if you have time to lean you have time to clean).**
- **All Students will be allowed two (2)excused absences to thiscourse. Each absence afterwards you will lose one letter grade. This is a professional course and students must call text or email prior to the commencement of the class. In private industry you have to inform your employer whether you are going to absence or not.**
- **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.**
- **All assignments will be turned in on time.**
- **Any in-class assignments must be completed before the student leaves the class room or lab. Loss of the assignment's grade will occur.**



- **No Cell Phones will be permitted in the kitchen or the classroom (Unless it is used for journal purposes and only with permission from Chef Instructor). If a cell phone is in use during class, a zero can be received 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.**

#### **COURSE OUTLINE:**

- Week 1: Introduction & History of Buffets  
Lecture: Menus, Concepts and Accentuating Ideas  
Plus Search of the Culinary Labs
- Week 2: Lecture: Working the Buffet & Selection of buffet for 02/04  
Demonstration and Practice; Finger foods and display
- Week 3: Buffet for Chef Meeting  
From the Glass & Mid-Term
- Week 4: Small Plates, Big Flavors  
Classic Buffets Made Elegant
- Week 5: Composition of Flavorful Salads  
Demonstration and Practice & Final Practical Exam

**Students will be providing Professional Buffet Service to invited guests. No cooking outside the assignment framework unless approved by the Chef Instructor. Students are required to participate in all facets of Buffet Service.** Students will rotate to all positions in the Kitchen and Dining Room and Chef Mitchell will assign student responsibilities. **All students are responsible for cleanup of their areas and total cleanup.**

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