# **Valencia College**

# **QUANTITY** FOOD PRODUCTION I FSS 1203C

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| Term /Year | Fall 2016 |
| Professor | Don Carlock |
| Building/Classroom | Building 9 Room 141 |
| Meeting day/Time | Saturday 11:50 am – 16:50 pm |
| Email | dcarlock@valenciacollege.edu |
| Contact Phone | Not Applicable |
| Front door access | http://frontdoor.valencaicollege.edu |
| Office | N/A |

**COURSE DESCRIPTION:**

Student will acquire the fundamental concepts, skills and techniques involved in the management of resources, use of recipes, use and care of equipment, and evaluation of food products. Special emphasis is given to practical demonstrations in breakfast cookery, salad dressings, cold sauces, sandwiches, and safety and sanitation principles. Lab based activities will be performed in the kitchen for concrete applications. Student must successfully pass written and practical cooking examination covering a variety of techniques and procedures. Credit hours:3

**Course Objectives:**

At the end of the course students will be able to know their way around a kitchen utilizing various equipment incorporating safety and sanitation protocols. They will begin to have an understanding of all the cooking techniques and what it takes to do these in a professional kitchen. Students will compare and contrast the different methods of organizing a station based on the mis en place of recipes and/or menu’s. Additionally, students will be required to keep an ongoing portfolio of items prepared with photos.

**Materials required during each class session**

On Cooking: A Textbook of Culinary Fundamentals, 5/E Sarah R. LabenskyproductFormatCode=C02  
productCategory=10  
statusCode=5  
isBuyable=true  
subType=  
path/ProductBean/courseSmarttrue ISBN-10: 013715576X • ISBN-13: 978013715576797801371557679780135108864©2011 • Prentice Hall

**Culinary Dress Code (Mandatory)**

* These rules apply to everyone
* Uniforms must be Clean and Wrinkle Free at all times
* Must demonstrate good personal hygiene
* You will not be allowed in the kitchen without a full uniform
* Observe and abide by all school and district Dress Code policies.

**Kitchen Uniform:**

* Chef hat-white
* Chef coat-white
* Checkered pants, no black
* NO OPEN TOE/HEEL SHOES work boots or shoes with moisture resistant uppers and skid proof soles are required-leather preferred
* White aprons
* Hair-above the collar, restrained and under the hat
* No excessive cologne or perfume, minimal jewelry
* Appearance is a very important facet of hospitality. The manner in which a person displays themselves communicates a substantial amount of information, to your potential employers, peers, and guests. Start Right!

**Knife set list - can be purchased in the book store**

Pocket Thermometer

#6 Star Tube

#6 Plain Tube

12” Pastry Bag

16” Pastry Bag

10” Spatula

10 Pocket Knife Case

7” Fork

3-1/2” Paring Knife

6” Semi-Flex. Boning

9” Chef’s Knife

11” Slicer

10” Bread Knife

10” Steel

Swivel Peeler

**Evaluation and Course Grading**

This course is divided into four major categories , which will comprise the final grade.

* Classroom attendance 25%
* Participation : 25% - grading scale at end of syllabi
* Project or Case studies: 20% - grading scale at end of syllabi
* Progress Tests/presentations: 10%
* Final Exam: 20%

**Attendance:**

Attendance will account for 25% of the course grade. Aside from being actively engaged in the course as described in the participation rubric, you will be graded on your attendance in the following manner:

0 absence =100% of the attendance grade or the letter grade of A

1 absence = 80% of the attendance grade or the letter grade of B

2 absences = 50% of the attendance grade or the letter grade of C

3 absences = 0% of the attendance grade or the letter grade of F and withdrawn from class

Two partial attendance counts as an absence. A partial attendance is defined as arriving tardy or leaving early. Participation is assessed under classroom engagement. There are no excused absences in the course. Students will normally be withdrawn for failing to attend the first class session unless otherwise communicated before the beginning of class. Students will normally be withdrawn or assigned an F for the course due to excessive absences, normally viewed as 3 total.

**Portfolio Project, 3 recipes per week** valued at 20% of your grade each student is expected to provide a Portfolio, the assignment will be graded cumulatively every week. = Summer 10, Fall and Spring 14, weekly grades

**Criterion–** The purpose of this project is to create the opportunity for you to show this work to a chef/owner in the industry that will see the kind of work you have done. An employer/chef wants to see perfectly executed dishes that follow organizational patterns that can be recreated for consistency. This of course is a reflection of guest expectations. The more work you have even the best work you have in an organized easy to follow portfolio will say a lot about how serious you are about working in the industry. This potentially may land you the job over other people, with experience, being interviewed for the same job.

The portfolio will consist of:

1. A 3 ring binder portfolio with tabs 5%

The weekly menu – 10%

3 significant recipes listed on the weekly menu, and will include

* 1. Color picture from class 10%
  2. The yield in servings 5%
  3. The cooking method 5%
  4. The ingredients 20%
  5. The volume of ingredients 10%
  6. Procedures of preparation 25%

1. From time to time I will ask the student to show me their progress, I will assess a grade equal to a progress test score each time based on the week we are in equal to how many recipes have been done. 10%

**Tests:**

The written tests will count for 30% of the grade.

The progress tests and Essay assignments on pertinent topics that presentations will be made of, count for 10% of your final grade.

The final exam will count for 20% of your final grade. 10% practical, 10% written.

**CLASSROOM POLICIES:**

**Make-up Exams:**

Make-up exams will be given only for emergency situations provided the instructor is notified in advance. Upon your absence and its approval, the exam will be placed in the testing center. Exams must be made up before the next class meeting. Any test missed will have adverse effect on your grade, and make-up test will not be given unless approved by the Professor prior to the date of schedule test. Final exam is required! A no show on that day will result in an F for the session.

**GENERAL GRADING SCALE:**

1. 90-100
2. 80- 89
3. 70- 79
4. 60- 69
5. below 60

**Homework and Quizzes:**

Home-works and quizzes **cannot** be made up. If a student is absent, it is his/her responsibility to contact a class member, obtain the assignment and come to the next class meeting prepared. If a student is absent the day of a quiz, they will receive a zero. Late project and/or assignments will be penalized 5 points per day late.

**Academic Honesty:**

Academic integrity is expected at all times. Academic dishonesty (cheating) will be punished to the fullest extent allowed by the institution. The instructor will follow the academic dishonest policy as outlined in the student handbook and the catalog. It is your responsibility to familiarize yourself with this policy. However, in short, if a student is caught being academically dishonest, the student(s) involved will receive consequences that may include a zero grade for the assignment and a failing grade for the course.

**Mobile communication devices** – I understand there are many good reasons to have laptops, mobile phones and other wireless communication devices. Many of us have work and family responsibilities that sometimes cannot wait until the end of class. Recognizing that it may be necessary on occasion to communicate with others during class, please do not text, email, surf, talk, or anything else while class is in session. Feel free to leave the classroom for a “moment” to take care of any necessary communications.

**Checking your phone messages or texting during the class will be penalized by deducting 2 points of your final grade every time the professor suspect you from doing so, holding your phone on your lap or hiding the phone behind books or personal bag will be sufficient to receive the point deduction penalties.**

**Student Assistance Program**

Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. BayCare Behavioral Health Student Assistance program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face to face counseling is also available.

**Withdrawal Policy**

Students are only able to withdraw themselves up to the Withdrawal Deadline, After the Withdrawal Deadline; the instructor may withdraw students who are in violation of the course attendance policy up to the beginning of the final exam period.

**Academic Accommodations**

"Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class.  The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. Concerning Allergies: Unless you have an allergy verified by a doctor the expectation is to taste all foods when in the kitchen. Please advise the instructor if for religious reasons you cannot eat certain foods. No food is allowed off property. No exceptions.

**Disclaimer:**

The schedule, procedures, and assignments are subject to change in the event of extenuating circumstances. However, any such change will be clearly announced. Such changes are designed to deal with unforeseen circumstances that arise during the course. The changes will be intended to benefit the student and will not significantly add to the rigor of the course.

**Expected Student Conduct**

Valencia College is dedicated not only to the advancement of knowledge and learning but is

concerned with the development of responsible personal and social conduct**.** By enrolling at Valencia College, a student assumes the responsibility for becoming familiar with and abiding by the general rules of conduct. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of a classroom or Valencia’s rules may lead to disciplinary action up to and including expulsion from Valencia. Disciplinary action could include being withdrawn from class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. You will find the student code of conduct in the current Valencia student handbook.

**No one will be allowed to remove food from the classroom at any time, no exception**

**CLASS SCHEDULE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Week** |  | **Chapter** | Assignment for upcoming class  session |
| 1 |  | Introduction/ Chapter 1 | Chapter 4 |
| 2 |  | Chapter 4  Lab | Chapter 5 |
| 3 |  | Chapter 5  Lab | Chapter 8 |
| 4 |  | Chapter 8  Lab | Chapter 9 |
| 5 |  | Chapter 9  Lab | Chapter 6 |
| 6 |  | Chapter 6  Lab | Chapter 3 |
| 7 |  | Chapter 3  Lab | Chapter 3 |
| 8 |  | Chapter 3  Lab | Chapter 24 |
| 9 |  | Chapter 24  Lab | Chapter 26 |
| 10 |  | Chapter 26  Lab | Chapter 26 |
| 11 |  | Chapter 26  Lab | Chapter 7 |
| 12 |  | Chapter 7  Lab | Chapter 20 |
| 13 |  | Chapter 20  Lab | Chapter Review Practical |
| 14 |  | Practical  Lab | Written Final Review |
| 15 |  | Final Exam |  |

**Institutional Core Competencies**

The following Valencia Student Competencies will be reinforced throughout the entire course.

**THINK –** Analyze data, ideas, patterns, principles, and perspectives employing facts, formulas and procedures of the discipline.

**VALUE** – Distinguish among personal, ethical, aesthetic, cultural, and scientific values evaluating your own and others values from a global perspective in the process of learning the discipline.

**COMMUNICATE –** Identify your own strengths and need for improvement as a communicator employing methods of communication appropriate to your audience and purposefully evaluate the effectiveness of your own and others communication.

**ACT** – Apply disciplinary knowledge, skills, and values to educational and career goals acting effectively and appropriately in various personal and professional settings responding also to changing circumstances.

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|  | **Participation**  **Rubric** |  |  |  |  |
| **Category** | **A** | **B** | **C** | **D** | **F** |
| **Attendance** | Arrives to class on time | Arrives to class on time | 2 tardy equals one absence; leaves class 5-10 minutes at a time | 2 tardy equals one absence and or leaves class 10-15 minutes at a time | 3 or more absences |
|  | Rarely asks to leave | Occasionally asks to leave | Leaves without asking | Leaves without asking | Leaves without asking |
|  | No unexcused absences | No unexcused absences | Has 2 or less unexcused absences | Has 3 + unexcused absences | 3+ unexcused absences |
| **Classroom** | Portfolio complete, reading, note taking, listening, book and knives | Interactive, reading, note taking, listening has book and knives. 3/4 of portfolio complete | Interactive, not taking notes Book, knives inconsistent. and portfolio 1/2 way done. | Not interactive, no book or knives, not taking notes. 1/4 portfolio done. | Not interactive, no book knives or notes. No work made up from absence. No portfolio |
| **Uniform** | Clean full uniform per syllabus, worn at all times | Clean full uniform per syllabus, worn 3/4 of the time | Uniform unclean or wrinkled, worn 3/4 of the time. | 1/2 uniform, -no uniform, or uniform other than the one in syllabus | 1/2 uniform, -no uniform, or uniform other than the one in syllabus |
| **Hygiene** | Washes hands when needed keeps nails trimmed. Hair under hat without being told | Washes hands when needed keeps nails trimmed. Hair under hat. Occasionally has to be told | Washes hands infrequently. Frequently needs to be told about hygeine, nails, hair, etc. | Does not wash hands and when told about hygiene doesn't improve by next class visit. | Consistently Poor Hygiene In and out of Kitchen. |
| **Production in culinary lab** | Productive throughout the entire class | Completes assigned tasks | Completes only assigned tasks. Leans on the tables | Completes only part of assigned tasks; takes little personal responsibility | Disruptive; rarely or doesn't complete assigned tasks. |
|  | Goes beyond expectations for assigned tasks | Requests next assignment and keeps busy | Works with the help of others. | Needs frequent reminding to stay on task. Frequently leans on tables. | Needs frequent reminding to stay on task. Always leaning on the tables. |
|  | Works in harmony with classmates, assisting others. | Works well independently, with minimal assistance | Needs to be reminded every now and then to stay on task  Food is edible but not up to the standard of being serviceable because of execution of cooking. | Food produced is not serviceable. Student personifies their own way and doesn’t reflect the chef’s expectation and execution | Food is disqualified from serving. Student personifies their own way and doesn’t reflect the chef’s expectation or execution |
|  | Reads and or listens to directions, follows through on assigned tasks. | Food produced meets expectations of chef with minor mistakes in execution . |  |  |  |
|  | Organized! Execution and  Quality food produced to what the chef intended | Relatively Organized | Frequently Disorganized | Disorganized | Disorganized/sloppy |
| **Attitude** | Has and maintains a very positive attitude | Maintains a positive attitude and is kind to others | Positive attitude; tolerates others. | Negative attitude, disrespectful of others, disruptive | Takes no personal responsibility and lacks integrity and pride in work |
|  | Consistantly maintains personal responsibility and integrity | May need an occasional reminder of responsibility or integrity | Is reluctant to take personal responsibility; lacks integrity and pride in work |  |  |
| **Sanitation and cleaning** | Practices excellent sanitation and safety. Cleans as they go . Jumps into cleaning kitchen at end of class. | Practices excellent sanitation and safety. Cleans as they go . Jumps into cleaning kitchen at end of class. Sometimes distracted. | Needs to be reminded of sanitation and safety. Reluctant to help in all areas of cleaning the kitchen. Complains about cleaning | Frequently needs to be reminded of sanitation and safety. Is not motivated to clean up after themselves or others. Disappears during end of class clean up | Frequently needs to be reminded in every class of sanitation and safety. Is not motivated to clean up after themselves or others. Disappears during end of class clean up. |

**Project Grading Scale**

Course Name: ­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Criterion 1 Initial formatting

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| --- | --- |
| Portfolio should be typed, in a 3 ring binder with tabs, and easy to follow . | 25% |
| Page 1, consist of the dated weekly menu (s). If applicable for both days.  Page 2, consist of the entrée recipe, or main items.  Page 3 may consist of or a soup, or vegetable, or teachers request.  Page 4, consist of a 2nd. Entrée if applicable or an appetizer not limited to salad, or teachers request. |  |
| Portfolio turn in on time, due date will be told during class time,  I will not accept any portfolio after the due date and time. | 0 |
| No partial grade will apply or at teacher’s academic discretion |  |

Criterion 2 – Visuals

|  |  |
| --- | --- |
| Each recipe should have a COLOR picture imbedded, do not duplicate picture of the same plates. | 25% |
| No black and white pictures will be accepted. | 0 |
| No cut and paste picture from outside source. | 0 |
| No partial grade will apply or at teacher’s academic discretion |  |

Criterion 3 – Recipes

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| --- | --- |
| All recipes should come from the specific class taken presently. | 25% |
| The recipes should follow the weekly menus and in order/ with title, yield, cooking technique, ingredients, amount of ingredients, and cooking procedure or descriptions |  |
| No partial grade will apply or at teacher’s academic discretion |  |

Criterion 4 - Procedures and notes (25% )

|  |  |
| --- | --- |
| procedures are consistent with the process of recipe writing | 25% |
| No partial grade will apply or at teacher’s academic discretion |  |

|  |  |
| --- | --- |
| Evidence of copying / pasting from others |  |
| Evidence of plagiarism |  |
| Portfolio not received on time |  |

Grade total