# Valencia College Logo

# FSS 1206C: Quantity 1 Hospitality and Restaurant Management

**Poinciana Campus**

**Course Syllabus and Classroom Policies**

**Spring 2023:** January 9th – April 29th

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**PROFESSOR:** Chef Jennifer M. Denlinger PhD CCC **CRN:** 25609

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| **OFFICE LOCATION:** | 112, Poinciana Campus | **CREDIT HOURS:** | 3 |
| **OFFICE PHONE:** | 407-582-6083 | **CLASS MEETINGS:** | Weekly. Assignments due every Saturday by 11:59 PM |
| **EMAIL:**  | jdenlinger@valenciacollege.edu  | **OFFICE HOURS:**  | Virtual, by appointment, or through email |
|  |  | **PREREQUISITES:** | none |

# COURSE OVERVIEW

##

## Required Materials/Textbooks

1. Binder to maintain all work, handouts, & activities: Course Syllabus, Notepaper, Handouts, Assignments,
2. Note taking materials
3. Ebook with voucher: [On Cooking- MyCulinary Lab + Pearson Etext, 6th Edition](https://ucf-vc.bncollege.com/shop/ucf-valencia/page/find-textbooks)
4. A way to take and send digital photographs, and/ or videos.
5. All Ingredients/ supplies that you need to complete the labs, or availability to pick them up from campus
6. Proper kitchen cooking attire, including an apron, and close toed shoes for lab days.
7. a piece of blank paper and approximately 8 colored pencils/markers/ crayons for making a conversion cheat sheet.
8. a calculator is necessary for converting your recipes.

## Technology Requirements

## Participants should verify [computer software and hardware requirements](https://community.canvaslms.com/docs/DOC-10720-which-browsers-does-canvas-support)to ensure coursework can be submitted successfully.  The latest versions of [Chrome](https://www.google.com/chrome/?brand=CHBD&gclid=CjwKCAjwte71BRBCEiwAU_V9h8UwV8vMpKLmo8ekQSaOnGzcGtYxa5ip_UiRERvf4JK5q0k6Sg__0xoCz1EQAvD_BwE&gclsrc=aw.ds) (PC) and [Safari](https://support.apple.com/downloads/safari) (Mac) are good choices for working in Canvas.

## Access to a computer or a laptop is required in order to complete assignments and submit through Canvas.

## Participants should have the latest version of [Microsoft Office 365](https://valenciacollege.edu/employees/office-of-information-technology/network-and-info-security-services/office-365.php) downloaded to their device.

## Canvas

This class will be completely online. You need to have to have canvas access to complete your assignments. It is recommended that you review the tutorials before beginning this material and set up your phone or e-mail to give alerts for Canvas. For details, contact Canvas support: 407-582-5600.

## Course Description

In this class, you will learn skills needed for quantity food production. Students learn to apply skills and techniques of food preparation used in the food service industry. Students learn proper business and math skills needed for the food service industry. Introduction of basic food industry terminology and various equipment are also to be covered.

Course Objectives: At the end of the course, the student will be able to:

1. Safely prepare food in accordance with food safety standards.
2. Navigate through a kitchen by understanding common foodservice terminology regarding sanitation, equipment, and cooking methods.
3. Prepare food using classical cooking techniques.

## Major Learning Outcomes

* Describe the correct handwashing procedures for foodservice employees
	+ Describe the correct handwashing procedures for foodservice employees
	+ List the 6 steps in manual cleaning and sanitizing.
	+ Safely use a knife to execute precision knife skills
	+ Prepare a stock from scratch
	+ Learn and prepare the 5 mother sauces
	+ Learn and prepare cold sauces such as mayonnaise and vinaigrette
	+ Learn the about seasonality and ripeness of fruits and vegetables
	+ Prepare soups from scratch
	+ Prepare a plate from scratch that includes properly prepared starches, vegetables, and proteins, with sauces and garnishes.
	+ Les Cuissons (the 7 different styles of cooking methods)
	+ Preparations of breakfast food
	+ The different mixing methods used in the bakeshop
	+ Kitchen desserts
	+ Correctly perform standard kitchen conversions

## Core Competencies of a Valencia Graduate

Valencia’s Student Core Competencies are complex abilities that are considered the essential elements of a successful student.  This course will help you develop and demonstrate the abilities to: (1) think clearly, critically, reflectively, and creatively; (2) communicate with others verbally and in written form; (3) make reasoned value judgments and responsible commitments; and (4) act purposefully, reflectively, and responsibly. Our goal is to provide these global competencies in the context of application; this means that students will be required to understand problems and effectively communicate an appropriate solution.

# CLASSROOM POLICIES

## Attendance

## You are expected to complete all class sessions. Regular participation is a significant factor that promote success in college. Therefore, participation is required for every class: complete all assignments.Students who do not maintain regular attendance will be withdrawn by the professor unless other arrangements have been made with the professor. Missing the equivalent of more than three classes for any reason, other than absences excused in accordance with Valencia’s policies, is excessive and a basis for withdrawal.Students are responsible for all work presented when they are absent, and are also responsible for any announcementsmade in class. Communication is critical when you are unable to attend class. If you miss a class due to an emergency, it is your responsibility to find out what was missed by communicating! Please email so that we can work together to help you get caught up.

## “No Show” Status

Class attendance is required beginning with the first class meeting. If you do not attend the first class meeting, you may be withdrawn from the class as a “no show.” If you are withdrawn as a “no show,” you will be financially responsible for the class and a final grade of “WN” will appear on your transcript for the course.

## Class Preparation/Makeup & Late Work

* **Reading assignments MUST BE COMPLETED before THE CLASS PERIOD FOR WHICH THEY ARE DUE**. Class discussion is based on reading and informed participation in discussion is expected. Writing and/or other homework will often accompany reading assignments and are due at the beginning of the class period.
* Assignments WILL NOT be accepted late without proper documentation of an emergency (illness, jury duty, etc.) and this will be at the discretion of the professor. Point deduction will occur for unacceptable late assignments. Otherwise, students will receive a zero (0).

## Class Participation

You should consider being a student as a full-time job. You should attend all classes, study sessions, participate in class, ask relevant questions, turn in assignments when they are due, and ask for help when needed from a professor, tutor, or another student.

## Communication

To provide students with a convenient platform to communicate throughout the week, we will be using a Smartphone application that can load on iPhones, androids, or the computer. More details will be discussed in class.

* Email: jdenlinger@valenciacollege.edu
* Facebook: Valencia College Culinary, Pastry and Hospitality Community <https://www.facebook.com/ValenciaCollegeCulinary>
* Instagram: valencia\_culinary\_pastry\_hosp

## Improper Technology Usage

While you are allowed to use technology as a resource in class, it is expected that you will use the resource maturely. Please try to avoid using your cell phone/laptops for personal reasons during class time; please note you are encouraged to use these devices for material relevant to the class discussion.

## Technology Requirements

* Participants should verify [computer software and hardware requirements](https://community.canvaslms.com/docs/DOC-10720-which-browsers-does-canvas-support) to ensure coursework can be submitted successfully. The latest versions of [Chrome](https://www.google.com/chrome/?brand=CHBD&gclid=CjwKCAjwte71BRBCEiwAU_V9h8UwV8vMpKLmo8ekQSaOnGzcGtYxa5ip_UiRERvf4JK5q0k6Sg__0xoCz1EQAvD_BwE&gclsrc=aw.ds) (PC) and [Safari](https://support.apple.com/downloads/safari) (Mac) are good choices for working in Canvas.
* Access to a computer or a laptop is required in order to complete assignments and submit them through Canvas.
* Participants should have the latest version of [Microsoft Office 365](https://valenciacollege.edu/employees/office-of-information-technology/network-and-info-security-services/office-365.php) downloaded to their device.
* Participants will create a video in this course, which requires access to a webcam or video recorder.

**International Students (F-1 or J-1 Visa)**

Please be advised that withdrawal from this course due to attendance may result in the termination of your visa status if you fall below the full-time enrollment requirements of 12 credit hours. Consult the International Student Service office for more information.

# EVALUATION AND GRADING

**Evaluation and Course Grading**

Course evaluation is divided into four categories; together these categories will comprise the final grade.

* Homework and Practice Problems 20%
* Discussion Boards 10%
* Project or Case studies: 20%
* Progress Tests/presentations: 20%
* Final Exam: 30%

Rubrics for assignments and evaluations are available on Canvas under class content

## Grading Scale & Evaluation

| A: 90% - 100%B: 80% - 89%C: 70% - 79%D: 60% - 69%F: below 60% |
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### **Early Alert**

All Poinciana campus classes participate in Early Alert which means that professors will report grades at midterm in Atlas. Students who are in jeopardy of failing their class will be contacted and provided with information for additional support as needed.

**Exam/Quiz Make-Up Policy**

Make-up exams will be given in emergency situations, provided the instructor is notified within a reasonable time frame. Please note that missing an exam will have an adverse effect on your grade.

Please also note that the final exam is required; missing the final exam will result in an automatic “0” on the final exam.

Late projects and/or assignments will be penalized 5 points per day late after a 1-week grace period. If you need special accommodations for turning in late work, you need to talk to my instructor about it.

**Course Assignments & Point Values**

A detailed description of each assignment will be provided to students along with the breakdown of the assignment criteria and point information can be found in Canvas.

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| **Due Date** | **Major Topic/Outcome** | **Assignment** | **Points** |
| 1/14/23 | Module 1 | Introduction Discussion BoardReading/ Review on SanitationFavorite Foods Discussion Board | 25 pts |
| 1/21/23 | Module 2 | Equipment and Culinary History | 25 pts |
| 1/28/23 |  | Practice Conversions  | 25 pts |
| 1/28/33 | Module 2 | Knife Skills | 25 pts |
| 2/04/23 | Module 3 | Stocks | 25 pts |
| 2/11/23 | Module 4 | Sauces | 25 pts |
| 2/18/23 | Module 4 | Soups | 25 pts |
| 2/25/23 |  | Quiz 1 | 50 pts |
| 2/25/23 | Module 5 | Salads and Sandwiches | 25 pts |
| 3/11/23 | Module 6 | Vegetables | 25 pts |
| 3/25/23 | Module 6 | Starches | 25 pts |
| 3/25/23 | Module 7 | Breakfast | 25 pts |
| 4/01/23 | Module 8 | Le Cuissons | 25 pts |
| 4/08/23  | Module 9 | Quickbreads | 25 pts |
| 4/15/23 | Module 10 | Cookies | 25 pts |
| 4/15/23 |  | Quiz 2 | 50 pts |
| 4/19/23 |  | Portfolio Due | 200 pts |
| 4/22/23 | Module 11 | Elements of Taste | 25 pts |
| 4/22/23 |  | Quiz 3 (product ID) | 50 pts  |
| 4/28/23 |  | Final ExamFinal Practical | 275 pts |
|  | **TOTAL** | **1000** |
|  |  |  |  |  |

## Extra Credit Assignments

Please talk to your instructor about Extra Credit opportunities

**Open Lab Dates**

Poinciana Campus, room 102- please RSVP jdenlinger@valenciacollege.edu

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| --- | --- |
| 1/19/23 | 10 am- 6 pm |
| 2/09/23 | 10 am- 6 pm |
| 3/02/23 | 10 am- 6 pm |
| 3/23/23 | 10 am- 6 pm |
| 4/06/23 | 10 am- 6 pm |
| 4/27/23 | 10 am- 6 pm |

Or by appointment only

# VALENCIA COLLEGE POLICIES & GENERAL INFORMATION

**Important Valencia Website Links**

* College Calendar: with Important Dates & Deadlines [Valencia College Calendar](http://valenciacollege.edu/calendar/)
* College Catalog: [Valencia College Catalog](http://valenciacollege.edu/catalog/)
* Valencia Policy and Procedures: [Valencia College Code of Conduct](http://valenciacollege.edu/generalcounsel/policy/)
* FERPA: [FERPA](http://valenciacollege.edu/ferpa/)

**Important Course and College Dates (Spring 2023)**

| * January 9: Classes begin
* January 16: MLK (College Closed)
* January 17: Drop/Refund deadline (midnight)
* January 20:  Graduation Application Deadline
* January 20: Change of Program deadline
* February 10: VC Learning Day (no classes)
* February 26-March 4:  Middle of Term
* March 6: Summer registration begins
* March 5-11: Early Alert Week for Grades
* March 13-19: Spring Break (College Closed)
 | * March 24: Withdrawal deadline
* April 23: Faulty Final Date to Enter Withdrawal
* April 30: Last day of classes
* April 24-30: Final exam week
* April 30: Term Ends
* May 1: Grades due
* May 2: Grades Viewable in Atlas
* May 7: Commencement

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**NOTE: Visit the following website for the dates in the current academic year:** [Valencia College Calendar](http://valenciacollege.edu/calendar/)

## Withdrawal Policy

Please see the date above for the withdrawal deadline. During a first or second attempt in the same course at Valencia, if you withdraw or are withdrawn by the professor, you will receive a non-punitive grade of “W” (Withdrawn). You will not receive credit for the course, and the W will not be calculated in your grade point average; however, the enrollment will count in your total attempts in the specific course. **Students are not permitted to withdraw after the withdrawal deadline**. A student may be administratively withdrawn from the course due to violation of class attendance policy; if you are withdrawn administratively, you will receive a W. Any student who withdraws or is withdrawn from a class during the third or subsequent attempt to complete the course will be assigned a grade of F. Please note that withdrawal from a course may impact financial aid; it is strongly recommended a student consult with the professor, an adviser, and financial aid before withdrawing from the course.

## Student Code of Conduct

Valencia College is dedicated not only to the advancement of knowledge and learning but 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 class may be directed by the faculty member to leave the classroom. Violation of any classroom or Valencia 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*.

## Academic Honesty

Each student is required to follow Valencia's policy regarding academic honesty. All work submitted by students is expected to be the result of the student’s individual thoughts, research, and self-expression unless the assignment specifically states “group project.” Any act of academic dishonesty will be handled in accordance with Valencia policy as outlined in the Student Handbook and Catalog. At Valencia, we expect the highest standards of academic honesty. Academic dishonesty is prohibited by policy 6Hx28: 8-11 upheld by the Vice President of Student Affairs ([Valencia College Code of Conduct](http://valenciacollege.edu/generalcounsel/policy/)). Academic dishonesty includes, but is not limited to, plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive.

**Plagiarism**

Plagiarism is the act of taking another individual’s writingsor ideas and passing them off as your own. This includes directly copying even a small portionof the text, indirectly taking thoughts by paraphrasing ideas without correctly attributing to thesource (meaning both with signal phrases and in-text parenthetical citations), using paperswritten in previous courses (self-plagiarism), and using another individual’s research without thecorrect attribution. Any act of plagiarism or academic dishonesty will result in an automaticfailing grade on the assignment, no matter how small the infraction; to clarify, this means theassignment will receive no points. Additional action may be taken with the college’sadministrative offices. Do not endanger your academic career: If there is a severe issue, you are confused about whatconstitutes plagiarism, or you feel dishonesty is your only solution, contact me immediately andwe will discuss the matter. Remember, once the assignment has been submitted, there is nodistinction between unintentional plagiarism and intentional plagiarism – it’s just intentional inmy eyes. Students’ work will be submitted through Canvas’s plagiarism assessment tool.

## Internet Research Statement

Because of the variety of sources, ease of publication, lack of central control, and proliferation of commercial information on the free Internet, it is often hard to tell if information obtained online is reliable.  Many sites contain research and information of high quality; however, unlike traditional print publications or library-based electronic resources, there is usually no process of peer review, nor is there an editor verifying the accuracy of information presented on the Internet. There is an increasing number of sites containing information that may be incomplete, anonymously written, out-of-date, biased, fraudulent, or whose content may not be factual. Students should, therefore, use caution in the use of the free Internet for their research needs.  For academic topics that are addressed in scholarly literature, the use of electronic databases or visiting the library may better meet your needs.  However, each professor makes the final determination of what is, or is not, accepted as a valid source, so review the syllabus for specific guidelines from your professor.

## Students with Disabilities

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 their professor, preferably during the first two weeks of class. [Valencia College Office of Students with Disabilities](http://valenciacollege.edu/osd/)

***From the Office for Students with Disabilities:*** *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. All requests will be kept in strict confidence.*

## Student Assistance Program

Valencia College is interested in making sure all of 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.

**Valencia ID Cards**

Valencia ID cards are required for LRC, Testing Center, and IMC usage. No other form of ID at those locations will be accepted. Possession and utilization of a Valencia ID is mandatory to obtain these services.

## Disclaimer

The syllabus, assignments, and due dates are subject to change at the discretion of the professor.