

**MASTER SYLLABUS**

**COURSE:** CULN 1140 Intro to Culinary Skills

**CRN:**

**CREDIT HOURS (Lecture/Lab/Total):** 2/1/3

**CONTACT HOURS (Lecture/Lab/Total):** 40/20/60

**INSTRUCTOR INFORMATION:**

 **Name:**

 **Email:**

 **Phone:**

 **Office:**

 **Office Hours:**

 **Class Location:**

**COURSE DESCRIPTION:** General and classical knife skills; professionalism; operation of large and small commercial kitchen equipment; mise en place; beginning cooking methods and techniques; plate presentation; recipe measurements and conversions; culinary terminology.

**CO-REQUISITES:** CULN 1130

## LEARNING OUTCOMES: Upon completion of this course students will be able to:

1. Examine food service career options and related job opportunities.
2. Use appropriate tools and utensils for food preparation tasks, following established guidelines for selection, safety, maintenance, and storage.

(Knife skills, tool skills, cleaning skills)

1. Use appropriate equipment for food production tasks by following established guidelines for selection, safety, and correct cleaning procedures.
2. Follow recipes by comprehending recipe components, using standard measures, and basic culinary techniques precisely, using “mise en place,” and complete preparation activities using recipes in menu making.

**ASSESSMENT MEASURES:**

1. Class work using book and Kitchen Tools
2. Attendance
3. Class participation
4. Written Exams
5. Individual assignments

**REQUIRED TEXTBOOK/S:** *Professional Cooking with Workbook,* John Wiley & Sons; Wayne Gisslen

ISBN: 978-0-471-66374-4 (TXT) 978-0-471-66375-1 (WKBK)

**SUPPLIES AND EQUIPMENT:** Textbook, Notebook with pen or paper. A full list of culinary equipment will be given on the first day of class and must be obtained before the beginning of the following semester.

**ATTENDANCE POLICY:** It is the student’s responsibility to maintain regular contact with instructors. Class attendance is the responsibility of the student. All students must be officially enrolled in any course that they attend. It is expected that students attend all classes and be on time. If an absence occurs, it is the responsibility of the student for making up examinations, obtaining lecture notes, and otherwise compensating for what may have been missed. Students who stop attending class and do not officially drop, withdraw, or resign from the college may receive a grade of “F” for all coursework missed. Absences affect performance in this course and do not reflect well on participation. No student may substitute the attendance of another student. **Online students must be actively participating in online courses to be considered making progress.** **Hybrid students must attend face-to-face meetings as well as complete online assignments.**

## GRADING REQUIREMENTS: Class Work/Assignments 20%

 Performance Evaluation 50%

 Attendance 15%

 Participation 15%

**GRADING SCALE:**

 90-100 = A

 80-89 = B

 70-79 = C

 60-69 = D

 0 - 59 = F

MID-TERM / FINAL GRADE: This will be the average grade from your previous test grade.

**PROGRAM SPECIFIC EXPECTATIONS:**

## Cell Phone Policy: Cell phones should be set on silent mode during class periods. Calls may be taken only during break periods and in accordance the beeper and cell phone policy in the Northshore Technical Community College Student Handbook.

**Program Dress Code:** While in training, the student should be groomed for acceptance by future employers. Therefore, all students must be in uniform (chef jacket, hat, long pant and closed toe shoes.) Personal appearance should be neat and clean. **Lab Dress Code:** Closed-toe shoes and apron MUST be provided by each student in order to participate in any lab. Hair must be restrained in hair net or hat and/or tied back at all times while in lab.

**ACADEMIC INTEGRITY AND CONDUCT:** Students are expected to maintain the highest standards of academic integrity. Behavior that violates these standards is not acceptable. Plagiarism, cheating, and other forms of academic dishonesty are prohibited and are subject to disciplinary actions established in the Student Code of Conduct. The instructor reserves the right to assign a grade of “F” on any type of assignment or examination based on evidence that the student has violated the Student Code of Conduct.

**STUDENT BEHAVIOR/CLASSROOM DECORUM:** Students are encouraged to discuss, inquire, and express their thoughts and views during class. Classroom behavior that interferes with either the instructor’s ability to conduct the class or the ability of students to benefit from the instruction is not acceptable. Students are required to turn off all cell phones or similar electronic devices (or place them on silent mode) before coming into the classroom. The instructor reserves the right to assign no credit for work on that day if a student talks or texts on a cell phone or similar electronic device. The classroom is not a place for children, and students are not to bring their family members into the classroom.

**DISABILITY CODE:** If you are a qualified student with a disability seeking accommodations under the Americans with Disabilities Act, you are required to self-identify with the Student Affairs. No accommodations are granted without documentation authorized from Student Affairs.

**WITHDRAWAL POLICY:** The last day to withdraw from a course or resign from the college is **\_\_\_\_\_\_\_\_\_\_\_\_\_**. If you intend to withdraw from the course or resign from the college, you must initiate the action by logging into LoLA. The instructor will not withdraw you automatically.

**COMMUNICATION POLICY:** My.NorthshoreCollege.Edu is the official student email communication within Northshore Technical Community College. Therefore, the College has the right to send communications to students via their College email address and the right to expect that those communications will be received and read in a timely fashion. Every student is assigned a My.NorthshoreCollege.Edu. Students can redirect their College email address to an outside email provider. However, the College is not responsible for handling outside email providers, and redirecting their College email address does not absolve a student from their responsibilities associated with communication sent to their official College email address.

**COPYRIGHT POLICY:** Unless a student has obtained permission from the copyright holder, it is a violation of Copyright Law to print or photocopy chapters from a textbook that the student did not purchase. If the course requires the use of an electronic textbook, a student must look for a statement that allows for photocopying and/or printing of the eTextbook.

**NETIQUETTE POLICY:** This term is used to describe accepted, proper behavior on the Internet. Remember the following when communicating online (messages, discussion board, etc.):

* Never post profanity, racist, or sexist messages
* Be respectful of fellow students and instructors
* Never insult any person or their message content
* Never plagiarize or publish intellectual property
* Do not use text messaging abbreviations or slang
* Do not type in all CAPS (this is considered online yelling)