

Syllabus

Culinary Arts

Course Description

CHEF 2336 CHARCUTERIE

Credit 3 (2 Lecture,4 lab)

Advanced concepts in the construction of sausages, pates, and related forced meat preparations.

Prerequisites

None

Course Goals (includes competencies, incorporation of SCANS, etc.)

Course Goals:

Course Learning Outcomes (from Workforce Education Course Manual):

The student will prepare forcemeats and pates for appetizers and cold plates

The student will prepare galantines from poultry and fish forcemeats;

The student will prepare mousses and timbales from meats, fish, shellfish, and vegetable products;

The student will prepare a variety of en crouete forcemeats products

The student will explain principles of gross piece construction and presentation.

Statement of Workforce and Foundation Competencies (SCANS skills)

Houston Community College System is determined to prepare you with the knowledge and skills you need to succeed in today's dynamic work environment. Towards this end the following workplace competencies and foundation skills have been designed into the curriculum for each program of study.

Thinking Skills:

Visualize("Seeing Things in the Mind's Eye"): Write explanatory description of charcuterie buffet piece. Articulate visual information concerning buffet piece.

Resource Allocations:

Time Allocation: Students will allocate resources by developing a time line for buffet piece and prioritize tasks to complete the project.

Technology:

Select Technology: Students will select technology by determining equipment needs to produce buffet pieces.

Instructor Information

Instructor: Chef Judith Boykin

Office Number: 713-718-6110

Office: 3100 Main, 1D13

Email: judith.boykin@hccs.edu

Class Information:

Meeting Days: Wed.

Meeting Times: 2:00pm-9:00pm

Meeting Place: NEO Kitchen 3100 Main St.

Office Hours: Wed. 1:00pm-2:00pm

Textbook Information

Essentials of Professional Cooking: Wayne Gisslen, John Wiley & Sons ISBN 0-471-20202-9

Additional Resources:

On Food and Cooking: Harold McGee, A Fireside Book by Simon & Schuster ISBN0-684-84328-5

Becoming a Chef: Andrew Dornenburg and Karen Page, John Wiley & Sons ISBN 0-471-28571-4

Student Workbook, Essentials of Professional Cooking: John Wiley & Sons ISBN 0-471-30971-0

Lab Requirements (if any)

Information Unavailable

Students with Disabilities

"Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Faculty are authorized to provide only the accommodations requested by the Disability Support Services Office."

For questions, contact Donna Price at 713-718-5165 or the Disability Counselor at your college. To visit the ADA Web site, log on to www.hccs.edu, click Future Students, scroll down the page and click on the words Disability Information.

* Central ADA Counselors – John Reno – 713-718-6164, Martha Scribner – 713-718-6164

Academic Honesty

Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty.

Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and or collusion.

“Cheating on a test includes:

- Copying from another student’s test paper.
- Using materials during a test that are not authorized by the person giving the test.
- Collaborating with another student during a test without authority.
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or in part the contents of an unadministered test.
- Bribing another person to obtain a test that is to be administered.

Plagiarism mean the appropriation of another’s work and the unacknowledged incorporation of that work in one’s own written work offered for credit.

Collusion mean the unauthorized collaboration with another person in preparing written work offered for credit.

Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook)

Attendance and Withdrawal Policies

- I. Attendance
- II. Students are expected to attend all classes (see college catalog for attendance policy)
- III. Students are responsible for all work missed during an absence.
- IV. Students may be dropped from courses for absences that exceed 12.5% of the total semester contact hours, usually equated to more than 4 absences in a 2 day per week class and more than 2 absences in a 1 day per week class.
- V. Culinary Arts Department Attendance and Participation Policy:
 - Classes that meet once per week:**
 - For each late, 1% will be deducted from your attendance grade
 - For each absence, 6% will be deducted from your attendance grade
 - Classes that meet twice per week:**
 - For each late, 1% will be deducted from your attendance grade
 - For each absence, 4% will be deducted from your attendance grade
 - Classes that meet three times per week:**
 - For each late, 1% will be deducted from your attendance grade
 - For each absence, 2% will be deducted from your attendance grade

More than 15 minutes late will be recorded as an absence.

Leaving before Class is formally dismissed by the instructor will be recorded as an absence.

WITHDRAWALS

Be certain you understand HCCS policies about dropping a course. It is your responsibility to officially withdraw from a class and prevent an "F" from appearing on your transcript. When considering withdrawal from a course, remember that; no grade is given and your transcript reflects no record of the course if you withdraw before the official date of record. A "W" (Indicating withdrawal appears on your transcript if you drop a course after the official date of record and before the final deadline. The final deadline to drop a course is two weeks before fall or spring semester finals and one week before summer semester exams. Complete an official withdrawal form available at any campus. Use our automated telephone registration system if you withdraw between the dates shown in your class schedule. Write a letter stating your request to withdraw to: Office of student records Houston Community College. P. O. Box 667517 Houston, TX 77266-7517. The effective date of your withdrawal is the postmarked date of your letter.

Course Requirements and Grading Policy

Course Requirement:

Regular attendance and participation

Exams, written and practical

SCANS worksheets

Assigned reading and written work

Graded student notebook

Assigned workbook pages

UNIFORM AND PERSONAL HYGIENE CODE

Everyone in the culinary field needs to be acutely aware of the need for good personal hygiene and sound sanitary practices in the preparation and handling of food. In order to establish consistent standards the HCCS policy is as follows: **BEHAVIOR:** sound hygienic practices must be demonstrated at all times. Failure to do so will result in a student being barred from class participation and possibly dropped from the program.

HAIR: must be neatly maintained, clean and under control at all times. A white bean cap is to be worn at all times. Male students must be clean-shaven. Beards and mustaches are permitted but must be clean and neatly trimmed.

HANDS: nails must be clean no artificial nails allowed, free of polish and cut short at all times. Wedding bands are the only permitted rings. Hands must always be washed at the beginning of each class and as needed during the day.

UNIFORMS: students are expected to wear a clean uniform daily consisting of a white chef's coat and black and white checkered pants and white beanie cap.

SHOES: students are required to wear solid leather, black shoes with Non-skid soles and socks at all time. Students are expected to have purchased and be wearing complete uniforms by the first class meeting for baking class and fifth class meeting form culinary class.

Grading Policy:

Evaluation:

50%	Weekly grade based on quality of work, effort and professionalism
20%	Attendance and Participation
15%	Exams, written and practical
5%	SCANS
10%	Assigned written work and notes

Grading Policy:

Evaluation: Numerical Grades related to Letter Grades

90-100	A
80-89	B
70-79	C
60-69	D
0-59	F

Testing

Information Unavailable

Make-up policy

Students are required to meet with the instructor to make up any missed work or quizzes. Failure to arrange this will result in a zero for the missed work or assignment.

Projects, Assignments, Portfolios, Service Learning, Internships, etc.

Information Unavailable

Course Content

- The student will prepare forcemeats and pates for appetizers and cold plates
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Course Calendar with Reading Assignments

Information Unavailable

Other Student Information (clubs, tutoring, web resources, etc.)

STUDENT SERVICES

For general student services please consult your student handbook.

The Pastry Arts Department has a “Hands on registration” policy for new students. The pastry arts department will guide students to the financial aid resource center and the counseling office.

Students on financial aid will be given the opportunity to work in the pastry kitchen, under the work-study program.

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