



## Course Syllabus Saucier CHEF 2271

<b>Semester with Course Reference Number (CRN)</b>	Semester: SPRING 2016 (6162) 1/19/16 – 5/15/16 CRN: 86216
<b>Instructor contact information (phone number and email address)</b>	Chef Christy J. Sykes 713-718-5998 – Office 713-718-6056 – Fax christy.sykes@hccs.edu
<b>Office Location and Hours</b>	3100 Main Street – Room BD19 Available by appointment. Call or Email
<b>Course Location/Times</b>	Day: Tuesday Time: 2 – 7pm Meet: 3100 Main Street – Room BD20 Lab: 3100 Main Street – Room 1D13 (Culinary Kitchens)
<b>Course Semester Credit Hours (SCH) (lecture, lab) If applicable</b>	Credit Hours: 3 Lecture Hours: 2 Laboratory Hours: 4 External Hours:
<b>Total Course Contact Hours</b>	96.00
<b>Course Length (number of weeks)</b>	16
<b>Type of Instruction</b>	Lecture/Lab
<b>Course Description:</b>	Instruction in the preparation of stocks, soups, classical sauces, contemporary sauces, accompaniments, and the pairing of sauces with a variety of foods.
<b>Course Prerequisite(s)</b>	<b>PREREQUISITE(S):</b> <ul style="list-style-type: none"><li>• CHEF 1301</li><li>• CHEF 2201</li><li>• CHEF 2231</li><li>• CHEF 1305 (<i>or Co-Requisite</i>)</li></ul>

**Academic  
Discipline/CTE  
Program Learning  
Outcomes**

1. Demonstrate professional behavior and work ethic necessary to compete and advance in the hospitality industry.
2. Construct, present and evaluate a variety of culinary dishes.
3. Demonstrate competence in applying culinary techniques that are necessary in the food service industry

**Course Student  
Learning Outcomes  
(SLO): 4 to 7**

1. Demonstrate knowledge of proper stock, glaze and consomme preparation, uses and storage
2. Demonstrate understanding and skills in preparing grand sauces, emulsions, contemporary sauces, compound butters, dessert sauces, and butter and vegetable sauces
3. Produce relishes, chutneys, marinades, compotes, and vinaigrette
4. Demonstrate continued development of effective and sound work practices, including knife skills, personal and kitchen organization skills while reinforcing safe food handling practices using contemporary guidelines

**Learning Objectives  
(Numbering system  
should be linked to  
SLO - e.g., 1.1, 1.2,  
1.3, etc.)**

**Demonstrate knowledge of proper stock, glaze and consomme preparation, uses and storage**

1. Define and describe stocks, glazes and consommés
2. Identify ingredients, seasonings and procedures in stock, glaze and consomme preparation
3. Demonstrate the preparation of stocks including brown, white, chicken, veal, beef, and fish stock
4. Prepare and clarify consommé

**Demonstrate understanding and skills in preparing grand sauces, emulsions, contemporary sauces, compound butters, dessert sauces, and butter and vegetable sauces**

1. Prepare and demonstrate proficiency in the three methods of preparing cream soups
2. Discuss and prepare butter sauces
3. Discuss and prepare dessert sauces
4. Discuss and prepare cold soups
5. Demonstrate competency of preparing the 5 leading sauces including béchamel, espagnole, hollandaise, tomato, and veloute
6. Prepare other soups including bisque, chowder, and vegetable

**Produce relishes, chutneys, marinades, compotes, and vinaigrette**

1. Define liaisons and their purpose in transforming sauces
2. Discuss and prepare salsas, relishes, marinades, compotes, vinaigrettes

**Demonstrate continued development of effective and sound work practices, including knife skills, personal and kitchen organization skills while reinforcing safe food handling practices using contemporary guidelines**

1. Define and use proper methods and techniques when applying all basic fundamental standards of cooking
2. Understand the limitations of written recipes and the importance of using judgment in cooking
3. Demonstrate planning, timing, and preparation of food items with emphasis on commitment to quality and excellence
4. Adhere to industry health and safety standards in food preparation, storage and handling using contemporary guidelines (i.e. HACCP Standards)
5. Practice professional demeanor when communicating with Chef Instructor and students as part of proper kitchen production and protocol
6. Prepare students for externship by maintaining a working atmosphere and professional environment

**SCANS and/or Core  
Curriculum  
Competencies: If  
applicable**

**SCANS**

**Demonstrate knowledge of proper stock, glaze and consomme preparation, uses and storage**

Foundation Skills - Thinking -Decision Making

Workplace Competencies - Technology -Applies Technology to Task

**Demonstrate understanding and skills in preparing grand sauces, emulsions, contemporary sauces, compound butters, dessert sauces, and butter and vegetable sauces**

Foundation Skills - Thinking -Creative

Foundation Skills - Thinking -Knowing How to Learn

**Produce relishes, chutneys, marinades, compotes, and vinaigrette**

Foundation Skills - Thinking -Creative

Foundation Skills - Thinking -Knowing How to Learn

**Demonstrate continued development of effective and sound work practices, including knife skills, personal and kitchen organization skills while reinforcing safe food handling practices using contemporary guidelines**

Foundation Skills - Personal Qualities -Responsibility

Workplace Competencies - Interpersonal -Participates as Team Member

Workplace Competencies - Systems -Understands Systems

Workplace Competencies - Technology -Applies Technology to Task

## **Instructional Methods**

Face to Face

## **Student Assignments**

**Demonstrate knowledge of proper stock, glaze and consomme preparation, uses and storage**

See consolidated list below

**Demonstrate understanding and skills in preparing grand sauces, emulsions, contemporary sauces, compound butters, dessert sauces, and butter and vegetable sauces**

See consolidated list below

**Produce relishes, chutneys, marinades, compotes, and vinaigrette**

See consolidated list below

**Demonstrate continued development of effective and sound work practices, including knife skills, personal and kitchen organization skills while reinforcing safe food handling practices using contemporary guidelines**

Discussions

Presentations

Lab Exercises

Homework Exercises

Readings

## **Student Assessment(s)**

**Demonstrate continued development of effective and sound work practices, including knife skills, personal and kitchen organization skills while reinforcing safe food handling practices using contemporary guidelines**

Presentations

In-class discussions

Quizzes/Tests which may include: definitions, matching, multiple choice, true/false, short answer, brief essay

Group and/or individual projects

\*This serves as the consolidated list of Assessment tools used to evaluate CSLO's

## **Instructor's Requirements**

High standard of professionalism, integrity, & commitment.

To be discussed on first day of class as part of course orientation.

## **Program/Discipline Requirements: If applicable**

### **ATTENDANCE**

- Students are expected to attend all classes (see college catalog for attendance policy)
- Students are responsible for all work missed during an absence.
- Students may be dropped from courses for absences that exceed 12.5% of the total semester contact hours

### **TARDINESS**

- Tardiness is defined as **up to 15 minutes late (2:01-2:15)**
- Three tardiness equal one absence
- **More than 15 minutes late, (2:16 & on) will be recorded as an absence**
- Leaving before class is formally dismissed by the instructor will be recorded as an absence

### **MAKE-UP POLICY**

- Students are responsible for meeting with the instructor to make up any missed work or quizzes.
- Students will have one week from the day of absence to complete missed assignments.
- Failure to arrange this will result in a zero for the missed work or assignment.
- There are no "excused absences" in this class and, therefore, no "make ups" for missed class time.

## **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.

"**Scholastic dishonesty**" includes, but is not limited to, cheating on a test, plagiarism, and collusion

**Cheating** on a test includes:

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

**Plagiarism** means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.

**Collusion** means 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. Consult the **Student Handbook** for more details or visit

<http://www.hccs.edu/hccs/current-students/student-handbook>

## **ABILITY SERVICES**

Houston Community College is committed to providing an accessible and supportive environment for students with disabilities. In compliance with Section 504 of the Rehabilitation Act and under the Americans with Disabilities Act, Disability Support Services at each college within the Houston Community College District is responsible for arranging reasonable accommodations for all qualified students with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.). Students who need to arrange reasonable accommodations must contact Disability Services at the respective college. It is recommended that students meet with an ADA Counselor at least 60 days prior to the beginning of each term. Faculty are authorized to provide only the accommodations requested by the ADA Counselor.

The Ability Service Department is the disability support services office at Central College. This department also includes Interpreting and CART Services and both assist students with physical, learning, or emotional disabilities in developing independence and self-reliance.

Students with Disabilities are urged to contact the Ability Services Department at least 30-60 days prior to the first day of class

For questions, you may contact the following ADA Counselors at Central Campus: Jaime Torres - 713.718.6164; Martha Scribner - 713.718.6164. Ability Services Department, LHSB Room 106, 1300B Holman (T) 713-718-6164, (F) 713-718-6179, web address: <http://www.hccs.edu/hccs/future-students/disability-services>

## **HCC COURSE WITHDRAWAL POLICY**

- The State of Texas has begun to impose penalties on students who drop courses excessively. For example, if you repeat the same course more than twice, you have to pay extra tuition. In 2007, the Texas Legislature passed a law limiting students to no more than six total course withdrawals throughout their academic career in obtaining a baccalaureate degree.
- To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your instructor with "alert" you and HCC Student Services of the chance you might fail a class because of excessive absences and/or poor academic performance. You should visit an HCC counselor or HCC Online Student Services to learn about what, if any, HCC interventions might be offered to assist you – tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.
- You MUST visit with a counselor or on-line student services prior to withdrawing (dropping) the class and this must be done prior to date listed on academic calendar to receive a "W" on your transcript. After the deadline, you will receive the grade you are making in the class which will more than likely be an "F".

## **PARKING RULES AND REGULATIONS**

All HCC students are required to have a parking permit displayed on the dashboard of their cars. Students can obtain their parking permits through their Self Service within the Student System on the HCC website. Once in the Student Center, click the link "Parking Access" in the Personal Information section located at the bottom of the page. Fill out the registration form for the parking permit and then hit print. The permit is good for a year. The student lot is located at Travis and Rosalie Streets, behind 3100 Main Street Administrative Building. For more information on Required Parking Permits please call (713) 718-7557

## **LABORATORY REQUIREMENTS**

- Students are required to attend class in complete chef's uniform with HCC Culinary Arts logo embroidered onto it. Uniforms can be purchased at the bookstore.
- A **complete uniform** consists of (1) a white, long-sleeved chef jacket, (2) black and white checkered chef pants, (3) a black or white chef cap; no toque, (4) black or white apron is strongly suggested, but not mandatory (5) black leather shoes made with safety soles to prevent slipping
- Ball caps, scarves, and other hats are not to be worn while in uniform
- Students must provide their own knife set and kitchen tools at all times. Supply list may be obtained from the Culinary Office or online.
- Students with known food allergies must notify their Chef Instructor of their specific food allergy
- In order to provide safe and sanitary learning experience, the ServSafe Personal Hygiene Code is strictly enforced

## **Hair**

- Hair must be neatly maintained, cleaned and properly restrained at all times
- Male students must be clean-shaven
- Beards and mustaches are permitted but must be clean and neatly trimmed

## **Hands**

- Fingernails must be clean, free of polish and cut short at all times
- No artificial nails are allowed
- Hands must always be washed at the beginning of each class and as needed during the day

## **Jewelry**

- All jewelries, except a plain wedding band, are not to be worn on campus or at worksites while in uniform
- Female students may wear earrings that do not hang lower than ½" from bottom of earlobe
- If wearing a watch, attach it to your coat at the top button as gone over in first class meeting

## **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
- Aprons and side towels must not be worn in the following situations: when going to the restroom, discarding garbage, entering or leaving the academic building, and while eating meals
- For sanitary reasons, students can only take notes on a pocket size notebook in class

## **Cell Phone/Electronic Devices**

- Cell phones and other electronic devices must be either turned off or put on silent mode while in the culinary classroom or kitchens
- If a student must take a phone call, excuse yourself from the classroom to do so and be prompt with the call
- Phone calls shall not be made or received while in classroom setting

<b>HCC Grading Scale:</b>	A = 100- 90	4 points per semester hour
	B = 89 - 80:	3 points per semester hour
	C = 79 - 70:	2 points per semester hour
	D = 69 - 60:	1 point per semester hour
	59 and below = F	0 points per semester hour
	FX (Failure due to non-attendance)	0 points per semester hour
	IP (In Progress)	0 points per semester hour
	W (Withdrawn)	0 points per semester hour
	I (Incomplete)	0 points per semester hour
	AUD (Audit)	0 points per semester hour

IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses.

**FINAL GRADE OF FX:** Students who stop attending class and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of "FX" at the end of the semester. Students who stop attending classes will receive a grade of "FX", compared to an earned grade of "F" which is due to poor performance. Logging into a DE course without active participation is seen as non-attending. Please note that HCC will not disperse financial aid funding for students who have never attended class.

Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of "FX" is treated exactly the same as a grade of "F" in terms of GPA, probation, suspension, and satisfactory academic progress.

To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP," "COM" and "I" do not affect GPA.

*Health Sciences Programs Grading Scales may differ from the approved HCC Grading Scale. For Health Sciences Programs Grading Scales, see the "Program Discipline Requirements" section of the Program's syllabi.*

**Instructor Grading Criteria**

**Chef Sykes' Course Grade Breakdown:**

- 45% Participation Professionalism, quality of work and effort (discussed on Day 1 of class)
- 30% Exams, Written and Practical
- 20% Attendance Grade (as described below)
- 5% Assigned written work

**Culinary Arts Department Attendance and Participation Policy:**

0 Absences.....	100 Attendance Grade
1 Absences.....	95 Attendance Grade
2 Absences.....	90 Attendance Grade
3 Absences.....	50 Attendance Grade
Over 3 Absences.....	0 Attendance Grade

*A Tardy is defined as **up to 15 minutes late.** (2:01 pm-2:15 pm)*

*Three tardies equal one absence.*

***More than 15 minutes late (after 2:15pm) will be recorded as an absence.***

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

**Chef Sykes' Policy on Final Exam:**

Students who have no recorded tardies or absences for the entirety of the semester will be eligible to use their quiz average and be exempt from the Final Written Exam. You may choose to take the Final Written Exam if you feel you can make a grade that will raise your final grade, but this will be the decision of the student.

**Instructional Materials**

On Food and Cooking: The Science and Lore of the Kitchen by Harold McGee **ISBN 0-684-80001-2**

**HCC Policy Statements:**

**Access Student Services Policies on their Web site:**

<http://hccs.edu/student-rights>

**EGLS3 -- Evaluation for Greater Learning Student Survey System**

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and department chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

**Distance Education and/or Continuing Education Policies**

**Access DE Policies on their Web site:**

- [http://de.hccs.edu/Distance\\_Ed/DE\\_Home/faculty\\_resources/PDFs/DE\\_Syllabus.pdf](http://de.hccs.edu/Distance_Ed/DE_Home/faculty_resources/PDFs/DE_Syllabus.pdf)

**Access CE Policies on their Web site:**

<http://hccs.edu/CE-student-guidelines>