



Atlantic Technical College

Professional Culinary Arts & Hospitality

Program Syllabus

2017-2018



<p>Instructor Name: James Hunt Department Name: Commercial Foods and Culinary Arts Office/Classroom Location: Building 4, Room 142A Phone Number: 754-321-5100 office Email Address: james.hunt@browardschools.com</p>	<p>Instructor Office Hours: M-F: 4:00 PM – 4:30 PM</p>												
<p>Student Hours:</p> <p style="text-align: center;">Monday – Friday</p> <p style="text-align: center;">Class Hours: 4:30 PM – 7:00 PM Break: 7:00 PM – 7:15 PM Class Hours: 7:15 AM – 10:00 PM</p>	<p>Program Name: Baking & Pastry Arts</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">OCPs</th> <th style="width: 80%;">Course Names</th> <th style="width: 10%;">Hours</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">A</td> <td>FSS0090, Pastry Cook/Baker</td> <td style="text-align: center;">300</td> </tr> <tr> <td style="text-align: center;">B</td> <td>FSS0091, Pastry Chef/Head Baker</td> <td style="text-align: center;">300</td> </tr> <tr> <td style="text-align: center;">ACF</td> <td> Basic Baking Business and Math Skills Food Preparation Human Relations Management Introduction to the Hospitality Industry Menu Planning Purchasing and Receiving </td> <td></td> </tr> </tbody> </table>	OCPs	Course Names	Hours	A	FSS0090, Pastry Cook/Baker	300	B	FSS0091, Pastry Chef/Head Baker	300	ACF	Basic Baking Business and Math Skills Food Preparation Human Relations Management Introduction to the Hospitality Industry Menu Planning Purchasing and Receiving	
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<p>Course Description: The course is designed to instruct the student in the fundamentals of food preparation and cooking. The students will produce stocks, sauces, soups, entrees, vegetables and starches in all the cooking methods. Emphasis will be placed on sanitation, safety, and knife skills while preparing meals for the cafeteria. Each student will be guided through the program learning the different styles of service and gain knowledge of cooking equipment.</p>													
<p>Technical College Policy/Adult Student Attendance:</p> <ul style="list-style-type: none"> A student must be withdrawn after being absent for six (6) consecutive days. Two (2) additional absences may be allowed under certain circumstance with appropriate documentation. Please refer to the Student Handbook for postsecondary students. http://www.atlanticttechnicalcollege.edu/atc-student-handbook/ <p>Magnet High School/Attendance Policy: A student who has had at least five unexcused absences, or absences for which the reasons are unknown, within a calendar month, or 10 unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period, may be exhibiting a pattern of non-attendance according to (F.S.1003.26 (1) (b)) and the School Board of Broward County, Policy 5.5.</p>													
<p>Required Book(s) and/or Online Access:</p> <ul style="list-style-type: none"> <i>On Baking</i> textbook <i>On Baking</i> activity book <i>Servsafe Manager</i>, 6th Edition 	<p>Required Materials/Supplies:</p> <p><u>Purchased from the ATC Bookstore</u></p> <ul style="list-style-type: none"> Chef pants, chef coat, apron and chef hat. Notebook and writing utensils including pens, pencils and permanent marker. <p><u>Not Purchased from ATC Bookstore</u></p> <ul style="list-style-type: none"> Non-slip closed shoes 												

*All required books and most materials/supplies can be purchased from the ATC bookstore.
Stop by during operational hours for pricing and purchasing information.*

Grading System:

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

Additional Program Specific Grading Information:

- Class/Lab Participation: 50 %
- Practical Exam: 15 %
- Attendance: 10 %
- Weekly Quiz: 10 %
- Written Final Exam: 10 %
- Activity Book/Research Paper: 5 %

Online Course Grading Policy:

Late submission of online work will result in one full letter grade reduction.

View Your Grades:**Grades can be viewed online by following the directions below:**

1. Go to <https://browardfocus.com> (access FOCUS using Chrome, Firefox or Safari)
2. Student ID which is on your student schedule.
3. Passcode: Student's date of birth formatted as YYYYMMDD.

Four digits for the year, two digits for the month and two digits for the day.

Classroom/Lab Rules:

Refer to classroom management handout.

Industry Certification & State Credential Exam Cost:

- Servsafe Manager- \$95.00

You may qualify for certification reimbursement of your exam cost(s) upon passing. Credential fees are subject to change.

Outstanding Student Recognition Information:

A gold seal will be applied to a Program Completion Certificate or an Applied Technology Diploma if the student has earned a 3.5 GPA or higher in their Career and Technical Education (CTE) classes.

Program Name: Baking and Pastry Arts

Course Number: FSS0090

Course Name: Pastry Cook/Baker

Occupational Completion Point: A

Intended Outcomes: (From FL DOE Curriculum Framework)

The student will be able to:

- 01.0 Describe the roles within teams, work units, departments, organizations, inter-organizational systems, and the larger environment.
- 02.0 Explain the importance of employability skills and entrepreneurship skills.
- 03.0 Describe the importance of professional ethics and legal responsibilities.
- 04.0 Demonstrate the importance of health, safety, and environmental management systems in organizations and their importance to organizational performance and regulatory compliance.
- 05.0 Demonstrate fruit preparation skills.
- 06.0 Demonstrate bakery goods and dessert preparation skills.
- 07.0 Demonstrate bread preparation skills.
- 08.0 Solve problems using critical thinking skills, creativity, and innovation.

Course Number: FSS0091

Course Name: Pastry Chef/Head Baker

Occupational Completion Point: B

Intended Outcomes: (From FL DOE Curriculum Framework)

The student will be able to:

- 09.0 Research the history of the baking and pastry industry and the cultures of food styles.
- 10.0 Demonstrate leadership and teamwork skills needed to accomplish team goals and objectives.
- 11.0 Use information technology tools.
- 12.0 Demonstrate advanced baking techniques.

- 13.0 Demonstrate confectionary techniques.
- 14.0 Practice display and centerpiece creation techniques.
- 15.0 Demonstrate personal money-management concepts, procedures, and strategies.
- 16.0 Develop and prepare baked goods for various nutritional needs and special diets.
- 17.0 Demonstrate science knowledge and skills.
- 18.0 Use oral and written communication skills in creating, expressing, and interpreting information and ideas.

Intended Outcomes from American Culinary Federation Education Foundation:

Basic Baking

The student will be able to:

1. Define baking terms.
2. Identify equipment and utensils used in baking and discuss proper use and care.
3. Demonstrate proper selection of equipment and utensils for specific application.
4. Identify ingredients used in baking.
5. Demonstrate proper scaling and measurement techniques.
6. Apply basic math skill to recipe conversions.
7. Describe properties and list function of various ingredients.
8. Define and describe the steps in the production of yeast-leavened breads.
9. Define and describe quick-breads and the mixing methods utilized to produce them.
10. Define and describe the various types of pies and tarts and the mixing methods utilized to produce them.
11. Define and describe the variety of cookie types and the mixing methods utilized to produce them.
12. Define and describe the variety of cake types and the mixing methods utilized to produce them.
13. Produce a variety of types of cookies, quick breads, cakes and basic breads.

Intended Outcomes from American Culinary Federation Education Foundation:

Business and Math Skills

The student will be able to:

1. Perform basic math functions.
2. Calculate food costs and percentages to determine selling prices.
3. Perform recipe yield conversions.
4. Perform the process of recipe costing.
5. Determine selling price of menu items.

Intended Outcomes from American Culinary Federation Education Foundation:

Food Preparation

The student will be able to:

1. Demonstrate knife skills, hand tool and equipment operation, emphasizing proper safety techniques.
2. Identify the parts/components of a recipe.
3. Describe and use a standardized recipe.
4. Identify and use utensils, pots and pans and demonstrate safe practices using stoves, mixers, ovens, etc.
33. Utilize standard weights and measures to demonstrate proper scaling and measurement techniques.

Intended Outcomes from American Culinary Federation Education Foundation:

Human Relations Management

The student will be able to:

1. Perform mock interviews; prepare resumes, job applications and cover letters.

Intended Outcomes from American Culinary Federation Education Foundation:

Introduction to the Hospitality Industry

The student will be able to:

1. Describe the various cuisines and contributions of leading culinarians.
2. Identify professional organizations within the field; explain purposes and benefits.
3. Outline the organization, structure and functional areas in various hospitality organizations as a perspective for later courses in menu planning, purchasing, food production and service, food and beverage controls, management, etc.
4. Evaluate career opportunities through participation in field trips and guest speakers in class.
5. Discuss / evaluate industry trends as they relate to career opportunities and the future of the industry.

6. Discuss and evaluate industry trade periodicals.
7. Discuss professional ethics practiced in the industry.

Intended Outcomes from American Culinary Federation Education Foundation:

Menu Planning

The student will be able to:

1. List basic menu planning principals.
2. Apply principals of nutrition to menu development.
3. Discuss Menu Planning resources (Internet, professional and vendors).

Intended Outcomes from American Culinary Federation Education Foundation:

Purchasing and Receiving

The student will be able to:

2. Evaluate received goods to determine conformity with user specifications.
3. Receive and store fresh, frozen, refrigeration and staple goods. Describe the importance of receiving and inspecting product as it enters the facility.
4. Conduct yield and quantity tests on items such as canned, fresh, frozen and prepared products.

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Education Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158. Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Student Acknowledgement for Baking & Pastry Arts N100600

I have carefully read the syllabus for this course as well as the Broward Technical Colleges Student Handbook and the Commercial Foods and Culinary Arts Program General Guidelines and Regulations. I understand the school, program, and course expectations as well as the consequences for not following these expectations.

Student Name (printed)

Date

Student Signature

Parent Signature
(For high school students only)