



# Atlantic Technical College

## Professional Culinary Arts & Hospitality

### Program Syllabus

#### 2020-21



<p><b>Instructor Name:</b> Stephen Williamson CMB.  <b>Department Name:</b> Professional Culinary Arts &amp; Hospitality  <b>Office/Classroom Location:</b> Bld. 3, 134F  <b>Phone Number:</b> 754-321-5100 ext. 493-3012  <b>Email Address:</b>  <a href="mailto:stephenwilliamson@browardschools.com">stephenwilliamson@browardschools.com</a></p>	<p><b>Instructor Office Hours:</b>  M-F: 1:50 PM – 2:30 PM</p>									
<p><b>Student Hours:</b></p> <p style="text-align: center;"><b>Monday – Friday</b></p> <p style="text-align: center;"><b>Class Hours:</b> 7:05 AM – 10:05 AM  <b>Break:</b> 10:05 AM – 10:20 AM  <b>Lunch:</b> 10:20 AM – 10:50 AM  <b>Class Hours:</b> 10:50 AM – 1:50 PM</p>	<p><b>Program Name:</b>  Professional Culinary Arts &amp; Hospitality</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">OCPs</th> <th style="width: 70%;">Course Names</th> <th style="width: 15%;">Hours</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">D</td> <td>HMV0126, Food Service Management</td> <td style="text-align: center;">300</td> </tr> </tbody> </table> <p><b>American Culinary Federation Educational Foundation:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 15%;">ACF Standards</td> <td style="width: 70%;"> Basic Baking  Business and Math Skills  Food Preparation  Garde Manger </td> <td style="width: 15%;"></td> </tr> </tbody> </table>	OCPs	Course Names	Hours	D	HMV0126, Food Service Management	300	ACF Standards	Basic Baking Business and Math Skills Food Preparation Garde Manger	
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D	HMV0126, Food Service Management	300								
ACF Standards	Basic Baking Business and Math Skills Food Preparation Garde Manger									
<p><b>Course Description:</b>  This course is designed to instruct the student in the methods of preparation of quick breads, yeast breads, pies, fine pastries, cookies, cakes, frostings, custards, frozen desserts and sauces. Emphasis will be placed on the accuracy of following a formula, measuring and weighing of product, plate presentation and garnishes while preparing desserts for the cafeteria, ala carte dining, and catered events. Also, a component on food costing and inventory control is included in the bake shop curriculum.</p>										
<p><b>Technical College Policy/Adult Student Attendance:</b></p> <ul style="list-style-type: none"> <li>A student must be withdrawn after being absent for six (6) consecutive days.</li> <li>Two (2) additional absences may be allowed under certain circumstance with appropriate documentation.</li> <li>Please refer to the Student Handbook for postsecondary students.  <a href="http://www.atlantictechnicalcollege.edu/atc-student-handbook/">http://www.atlantictechnicalcollege.edu/atc-student-handbook/</a></li> </ul>										
<p><b>Required Book(s) and/or Online Access:</b></p> <ul style="list-style-type: none"> <li><i>On Cooking</i> textbook, 6<sup>th</sup> Edition</li> <li><i>Controlling Food Service Cost</i></li> </ul>	<p><b>Required Materials/Supplies:</b></p> <p>Purchased from the ATC Bookstore:</p> <ul style="list-style-type: none"> <li>Professional knife kit</li> <li>Thermometer</li> <li>Chef pants, chef coat, apron and hat.</li> <li>Notebook and writing utensils (including pens, pencils and permanent marker).</li> </ul> <p>Not Purchased from ATC Bookstore:</p> <ul style="list-style-type: none"> <li>Non-slip closed toe shoes</li> </ul>									
<p><i>All required books and most materials/supplies can be purchased from the ATC bookstore.  Stop by during operational hours for pricing and purchasing information.</i></p>										

<b>Grading System:</b> A 90 - 100% B 80 - 89% C 70 - 79% D 60 - 69% F 0 - 59% I Incomplete	<b>Additional Program Specific Grading Information:</b> Class/Lab Participation: 40 % Attendance: 10 % Practical Exam: 15 % Written Final Exam: 15 % Online Assignments, Quizzes & E-Portfolio 20 %
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**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 Clever Single Sign On Website link: <https://sso.browardschools.com> and login:
  - a. Username: 10-digit student ID number
  - b. Password: PMM/DD/YYYY (or your personally created password after initial login)
2. Click on the FOCUS app on your Clever opening page.  
(You may need to scroll-down the page to see the FOCUS app.)
3. Enter your FOCUS username and password.

*NOTE:* If the Focus App. is not visible after logging into Clever, please navigate to the Broward Focus website directly:  
<https://broward.focusschoolsoftware.com/focus/>.

**Classroom/Lab Rules:**  
Refer to classroom management handout.

<b>Industry Certification &amp; State Credential Exam Cost:</b> ServeSafe Manager - \$95.00  <i>You may qualify for certification reimbursement of your exam cost(s) upon passing. Credential fees are subject to change</i>	<b>Outstanding Student Recognition Information:</b> 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.
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**Program Name:** Commercial Foods and Culinary Arts/Professional Culinary Arts & Hospitality

**Course Number:** H MV0126  
**Course Name:** Food Service Management  
**Occupational Completion Point:** D  
**Intended Outcomes:** (From FL DOE Curriculum Framework)  
The student will be able to:

- 27.0 Demonstrate management skills.
- 28.0 Comply with laws and regulations specific to the food service and hospitality industry.
- 29.0 Develop a business plan.
- 30.0 Create and prepare menus for various nutritional needs.
- 31.0 Utilize cost-control techniques to maximize profitability.
- 32.0 Interpret and incorporate guidelines and policies for food service establishments.
- 33.0 Compare and analyze the relationship of nutrition to wellness.
- 34.0 Develop and prepare menus for customers on special diets.
- 35.0 Compare and analyze menus of food establishments.

**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.
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.
46. Define, describe and explain the purpose of sauces.
48. Prepare a variety of non-grand/classical sauces.
49. List the basic ingredients needed for making grand and non-grand sauces.
50. Describe the functions of the ingredients in sauces.
51. Evaluate the quality of a properly made sauce.

**Intended Outcomes from American Culinary Federation Education Foundation:**

**Garde Manger**

The student will be able to:

13. Produce decorative centerpieces (i.e. fruit, vegetable carvings, salt, dough, tallow and ice carvings).

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 Food Service Management HMV01260

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/Professional Culinary Arts & Hospitality Program General Guidelines and Regulations. I understand the school, program, and course expectations as well as the consequences for not following these expectations.

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**Student Name (printed)**

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**Date**

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**Student Signature**

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**Parent Signature**  
**(For high school students only)**