

Atlantic Technical College Professional Culinary Arts & Hospitality Program Syllabus 2026–2027

Instructor Name: Chef Alexis Martinez Department Name: Professional Culinary Arts & Hospitality Office/Classroom Location: Phone Number: _____ Email: _____	Instructor Office Hours: By appointment / as posted by the instructor Course Number: HMV0171 OCP: C Course Name: Head Cook / Lead Cook Course Hours: 300
Student Hours Monday – Friday Morning Class Hours: 7:05 AM – 10:00 AM Break/Lunch: Per official ATC schedule Afternoon Class Hours: 10:50 AM – 1:50 PM	Program Name: Professional Culinary Arts & Hospitality Semester: Fall 2026 / Semester 1 AM Pathway: Costing – Controlling Foodservice Costs PM Pathway: Advanced On Cooking – begins at Chapter 10 Lab Schedule: AM: Mon/Tue/Wed PM: Mon/Wed/Thu

Course Description: HMV0171 is an advanced culinary course designed to develop professional hot-kitchen production, food cost control, standardized recipe use, culinary math, purchasing, inventory, production control, labor awareness, and management decision-making. The AM pathway emphasizes Controlling Foodservice Costs. The PM pathway uses On Cooking at an advanced level beginning with Chapter 10, Principles of Cooking, and progresses through applied professional cookery. Laboratory days are production-only and are used to demonstrate technique, safety, yield, portion control, quality, teamwork, and professional kitchen performance.

REVISED 8/14/2026 – CAM

Technical College Policy / Adult Student Attendance: Students are expected to attend every scheduled class and remain for the full instructional block. Postsecondary attendance and withdrawal requirements are governed by the current Broward Technical Colleges Student Handbook. High-school students are also subject to applicable BCPS attendance requirements. Students are responsible for checking Canvas and completing permitted make-up work after an absence.

Required Book(s) and/or Online Access:	Required Materials/Supplies:
• On Cooking, 7th Edition • Controlling Foodservice Costs • Canvas / Pearson access as assigned • School-issued device when required	• Professional knife kit • Instant-read thermometer • Chef pants, chef coat, apron and approved head covering • Notebook / binder and writing utensils • Calculator • Non-slip black closed-toe shoes

Grading System:	Course Evidence / Grading Categories:
A 90–100% B 80–89% C 70–79% D 60–69% F 0–59% I Incomplete	Kitchen Lab / Practical Production 40% Practical Exams / Skill Checks 15% Written / Final Assessments 10% Assignments / Canvas / Quizzes 20% Costing, Math & Management Competency 15% Total 100%

Online Course Grading Policy: Assignments are due according to Canvas. Late work, corrections, reassessment, and make-up work follow the course syllabus and current ATC/BCPS procedures. Students should communicate promptly when an absence or documented circumstance affects a deadline.

Mastery Expectation: The target for mastery is 80%. Students below mastery may be assigned corrections, reteaching, a conference, oral explanation, or repeated skill evidence before reassessment.

View Your Grades: Grades and assignment feedback are available through the district-approved student information system and Canvas. Students are responsible for reviewing grades regularly and reporting discrepancies promptly.

Classroom/Lab Rules: Refer to this syllabus, Canvas, the classroom management handout, laboratory safety procedures, and the current Broward Technical Colleges / BCPS student rules.

Industry Certification / Credential: ServSafe Manager or other program-designated credential, when scheduled by the department. Credential fees and reimbursement rules are subject to current program procedures.

Outstanding Student Recognition: Students are encouraged to maintain high academic and professional standards. Program recognition and completion awards follow current ATC/Broward Technical Colleges requirements.

Program Name: Professional Culinary Arts & Hospitality

Course Number: HMV0171

Course Name: Head Cook / Lead Cook | Occupational Completion Point: C | 300 Hours

Intended Outcomes – HMV0171 / OCP-C

- Apply weights, measures, conversions, percentages, yields, portion standards, and standardized recipe calculations accurately.
- Calculate recipe cost, edible-portion cost, cost per portion, selling price, food-cost percentage, contribution margin, and basic profitability measures.
- Apply purchasing, receiving, storage, inventory, issuing, production-control, waste-control, service-control, and labor-control principles.
- Select and apply appropriate dry-heat, moist-heat, and combination cooking methods.
- Prepare professional stocks, sauces, soups, meats, poultry, game, fish and shellfish according to product characteristics and quality standards.
- Demonstrate advanced mise en place, time management, station organization, teamwork, sanitation, and food-safety controls.
- Evaluate finished products for flavor, texture, temperature, doneness, portion, presentation, yield, and cost.
- Document learning through Canvas, costing work, production records, practical evaluations, quizzes, and portfolio evidence.

AM PATHWAY – CONTROLLING FOODSERVICE COSTS

1. Explain the relationship between cost, profitability, prime cost, standards, variance, and corrective action.
2. Use forecasts and budgets to plan food, labor, supplies, and production quantities.
3. Calculate food and beverage cost, cost of goods sold, standardized recipe cost, and cost per dish or person.
4. Determine menu prices using food-cost percentage, factor methods, contribution, product mix, and management judgment.
5. Establish purchase specifications, compare vendors, maintain par levels, and prepare accurate orders.
6. Apply receiving, storage, physical inventory, and issuing controls that reduce loss and protect product quality.
7. Estimate production levels and monitor batch yield, portion control, waste, overproduction, and consistency.
8. Apply service and sales controls for portions, comps, voids, discounts, remakes, and sales reconciliation.
9. Analyze labor cost, productivity, schedules, payroll concepts, controllable expenses, and profitability.

Business and Math Skills

- Perform calculations with fractions, decimals, percentages, weights, measures, ratios, and US/metric conversions.
- Scale standardized recipes and calculate conversion factors.
- Calculate AP/EP yield, yield percentage, cooking/cutting loss, new yield, and cost per portion.
- Cost a recipe and determine target selling price.
- Interpret basic profit/loss relationships and explain how food and labor costs affect profitability.
- Use current technology, spreadsheets, calculators, and approved digital tools to support costing and management calculations.

PM PATHWAY – ADVANCED ON COOKING

Advanced placement: This group begins with On Cooking Chapter 10. Chapters 1–9 are prerequisite knowledge and are reinforced only as needed during production.

Chapter 10 – Principles of Cooking: Heat transfer, effects of heat, doneness, dry-heat, moist-heat, and combination methods.

Chapter 11 – Stocks and Sauces: Stock production, thickening agents, classic sauce families, pan sauces, emulsions, and contemporary sauces.

Chapter 12 – Soups: Clear, thick, cream, purée, specialty soups, garnishing, portioning, and service.

Chapter 13 – Principles of Meat Cookery: Muscle structure, grading, aging, purchasing, storage, preparation, doneness, and method selection.

Chapters 14–17 – Beef, Veal, Lamb, Pork: Cuts, purchasing, fabrication, yield, dry-heat and combination cookery.

Chapter 18 – Poultry: Identification, purchasing, storage, fabrication, marinating, dry-heat, moist-heat and combination methods.

Chapter 19 – Game: Furred and feathered game, purchasing, storage, marinating, and method selection.

Chapter 20 – Fish and Shellfish: Identification, freshness, purchasing, storage, fabrication, dry-heat, moist-heat and combination methods.

Laboratory Performance Standards

- **LAB DAYS ARE PRODUCTION-ONLY. No textbook reading, chapter lecture, classroom worksheet, or theory quiz is scheduled during the laboratory period.**
- Complete mise en place, safety briefing, production, temperature/doneness checks, yield/portion evidence, sensory evaluation, cleanup, and instructor sign-off.
- Apply standardized recipes and assigned production specifications exactly unless the instructor authorizes a variation.
- Maintain professional station organization, communication, teamwork, equipment care, and time management.
- Record temperatures, yields, waste, portions, and other required data honestly and accurately.

PROFESSIONAL CULINARY LABORATORY EXPECTATIONS

Uniform and Grooming

- Kitchen/lab day: complete approved culinary uniform, approved non-slip shoes, head covering, apron, thermometer, and assigned tools.
- Classroom/theory day: approved ATC Culinary classroom attire unless full chef uniform is directed.
- Hair must be fully restrained; facial hair must be controlled as required for food production.
- Fingernails must be natural, short, clean, and free of polish, artificial nails, extensions, gems, or ornaments.
- Jewelry and personal items that create contamination or safety hazards are not permitted in production.

Safety, Sanitation and Food Handling

- Follow ServSafe/HACCP principles, proper handwashing, cross-contamination controls, allergen procedures, and time-temperature requirements.
- Use knives, heat, chemicals, equipment, and machinery only as trained and authorized.
- Report illness, injury, equipment malfunction, contamination, or unsafe conditions immediately.
- Falsifying temperatures, sanitation records, yields, costs, inventory counts, photographs, or signatures is prohibited.

Kitchen Cleanup and Release

- Clean as you work and complete all assigned final cleaning, including equipment, sinks, counters, carts, shelves, handles, trash, sweeping, and mopping floors.
- Food must be stored, labeled, cooled, or discarded according to instructor direction.
- No student leaves the laboratory until assigned cleaning is complete and the instructor releases the station.
- The kitchen must be left in professional condition equal to or better than it was received.

Food Produced in Class

- Food produced is program inventory intended for authorized instructional, cafeteria, service, or sales purposes.
- Students may taste for instructional and quality-control purposes as directed.
- Food may not be taken home unless the instructor gives specific authorization and required food-safety instructions.

CLASSROOM, TECHNOLOGY AND PROFESSIONAL CONDUCT

Cell Phones and Wireless Devices

- Personal wireless devices must remain silent and stored during instructional time unless the instructor expressly authorizes educational use.
- BCPS currently states that high-school students may not use wireless communication devices during the school day except when expressly directed by a teacher for an educational purpose and during lunchtime. Florida law also restricts device use during instructional time.
- Because this course includes high-school and adult students in the same professional culinary environment, the same classroom/lab device rule is applied to all students for consistency, safety, sanitation, and fairness.
- Phones, earbuds, headphones, and smartwatches may not interfere with demonstrations, kitchen movement, safety briefings, knife work, or equipment operation.
- No unauthorized photography, audio/video recording, livestreaming, or posting of students, staff, grades, screens, or class activities.

Academic Integrity and Artificial Intelligence

- Students must submit their own work and may not copy, plagiarize, fabricate data, share test content, or use unauthorized assistance.
- AI tools may be used only when specifically permitted for the assignment. Students remain responsible for accuracy, source verification, calculations, citations, and original analysis.
- Unauthorized AI use on quizzes, tests, practical assessments, or work designated as independent is academic misconduct.

Professional Conduct

- Follow instructor directions promptly and communicate respectfully.
- No horseplay, unsafe joking, disruptive behavior, abusive language, harassment, intimidation, or deliberate interference with another student's work.
- Students may not leave the classroom, kitchen, or assigned station without permission except in an emergency.
- Adult and high-school student interactions must remain course-related, public, professional, and within school/program boundaries.

Accommodations / Medical Needs / Allergies

- Students should report documented accommodations, medical restrictions, food allergies, or dietary concerns through the appropriate school process.
- Accommodations will be implemented according to applicable school procedures without reducing essential safety or competency requirements.

Progressive Intervention

- Depending on the behavior, responses may include redirection, loss of privilege, alternate assignment, parent/guardian contact when applicable, conference, documentation, referral, removal from the lab/classroom, or other action under school/program procedures.
- Serious safety, harassment, violence, theft, dishonesty, boundary, or repeated conduct violations may be referred directly to administration.

Student Acknowledgement for HMV0171 – OCP-C Head Cook / Lead Cook

I have carefully read the syllabus for this course as well as the current Broward Technical Colleges Student Handbook, the Professional Culinary Arts & Hospitality Program guidelines, and applicable Broward County Public Schools rules. I understand the school, program, classroom, technology, laboratory, safety, academic, and professional expectations, including the consequences for not following these expectations.

Student Name (printed)

Date

Student Signature

Parent/Guardian Signature
(For high school students only)

Instructor: Chef Alexis Martinez | Course: HMV0171 / OCP-C | School Year: 2026–2027