



SOUTH PLAINS COLLEGE

Culinary Arts Department

## **CHEF 2301-273-Spring 2024**

## **Intermediate Food Preparation**

**Course Description:** This class will explore both academically and practically a wide variety of cooking techniques along with proper production methodologies.

**Class Hour and Room:** M/W 11:15am-2:15pm

**Exam Schedule:** The Final date and time is TBD.

### **Instructor:**

Chef Sarah Reid

Email: [sreid@southplainscollege.edu](mailto:sreid@southplainscollege.edu)

Phone: (806) 716-4613

Office Hours: M/W: 9:30AM-11:00AM, Friday 8:00am-1:00pm

**\*\*\*To make certain that I am in my office, please email me before hand in order to secure an appointment time. This allows me to give you my undivided attention.**

### **Communications:**

The best way to contact me is via email. I will respond to emails as quickly as possible during regular hours (M-F 8am-5pm). In the evening and on weekends, please allow up to 48 hours for a response. As I make every effort to be current and prompt with my emails, I ask that you do the same. **You should check your official SPC email at least once per day.** I will send all pertinent messages through SPC email.

**Required Text:** On Cooking Plus MyLab Culinary and Pearson Kitchen Manager with Pearson eText -- Access Card Package, 6/EISBN # 9780134872780 \*this is the same book and access code used for CHEF 1301, YOU ONLY NEED TO PURCHASE THIS ONCE, they are used for both classes

**Required Materials:** One inch, 3 ring binder, Knife kit, Sharpies, Thermometer, Pens, Peeler. You may choose to use page protector so that your recipes stay clean.

**NOTE:** LOG INTO PEARSON THROUGH BLACKBOARD. DO NOT GO DIRECTLY TO THE Pearson WEBSITE.

**ADA STATEMENT:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at the Lubbock Center, the Levelland Student Health & Wellness Center 806-716-2577, Reese Center Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529.

## **NOTEBOOKS/ LAB BOOKS/ RECIPES**

Syllabus, all notes, every single recipe, sketches, diagrams and information pertaining to the production of assigned recipe items must be recorded and saved.

### **LAB BOOKS- 3 RING BINDER**

1. Your notes for class- prior to class date
2. Questions for clarification by Chef
3. Chef's notes- in class
4. Any handouts for that lesson
5. Recipes- in format
6. Special chef notes on recipes- special instruction
7. Homework, quizzes or research

All notebooks will be organized by chapter and checked at the end of the semester by Chef for a grade. Notebooks are intended to measure knowledge and participation in the learning process. It will also be used as a study guide for the Practical and Written Finals.

### **PREPARED FOR CLASS:**

All students are expected to arrive ON TIME in full and proper uniform and ready to begin the class.

ON TIME IS DEFINED AS; in the classroom, prepared to begin at the EXACT start time of the class.

#### **Prepared Means:**

- Your hat will be on and your chef coat button up before you enter through the culinary lab doors and for safety reasons, you are not permitted to wear a hoodie under your Chef coat.
- Non-slip closed toe shoes-No crocs with holes
- Knife kit including thermometer and peeler
- Proper hygiene
  - Showered, shaved, hair clean, and pulled back if necessary
  - Clean fingernails, well-trimmed, no nail polish or fake nails
  - No fake eyelashes
  - No heavy colognes or perfumes
  - No jewelry, watches- tight fitting wedding band is acceptable
  - No outside food in the lab or classrooms
  - Drinks are permitted ONLY in a closed top container, stored beneath the work surface
  - No cell phones in classrooms. Must kept in lockers
    - If there is a sound reason to keep your cellphone, please get permission prior to class. It will be kept under my station in a zip lock bag on silent.
  - All students will have Lab books/notes/ recipes under table prior to class
  - Student will have at all times
    - 1 BLACK sharpie
    - 1 pen

#### **SANITATION AND GARBAGE:**

- Each table must have a clean sanitizer bucket with a clean sponge in it.
- Towels/ sanitizer used for raw proteins must be kept separate containers
- Do not dump liquids in garbage cans
- Do not throw anything/ food products in the garbage without Chefs permission
- Scrape food scraps for all items to be cleaned
- Liquids with food solids in them must be strained and discarded before pouring in the sink
- NEVER place a knife in a sink or sanitizer bucket
- Pick up / clean up any drops or spills immediately. Place wet floor sign over all spills
- Completely clean/ sanitize station BEFORE and AFTER USE.
- Keep station clean and free of debris or clutter at all times

- Remove apron before entering the bathroom
- No eating, snacking or tasting without Chefs permission
- KITCHEN TOWELS- 3 towels per student per day
  - 1 towel wet in sanitizing solution for under the cutting board
  - 2 towels folded in aprons as side towels

**Grading Policy:**

1. There will be **no** Make-up on Homework Assignments or Exams.
2. Assignments and due dates may be found on Blackboard under the “Homework Tab”.
3. Individual effort must be demonstrated on all exams. Also considered inappropriate is the use of, in any fashion, a solution manual of any kind. It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of students to present as their own any work that they have not honestly performed is regarded by the faculty and administration as a serious offense and renders the offenders liable to serious consequences, possibly suspension. **Academic Dishonesty:** “At minimum, the first instance of academic dishonesty will be submitted to Student Judicial Services and the student will receive a zero for the assignment. The second instance of academic dishonesty will be submitted to Student Judicial Services and the student will receive an F in the course and be expelled from the program”
4. Class participation and attention will be crucial to the student’s successful completion of this course. While attendance will be not be taken, a weekly lab grade will. The Lab grade will directly correlate to in-class production.
5. Grades will be evaluated as follows: A(90-100), B(80-89), C(70-79), D(60-69), F(59 and below).
6. The grading will be based on the following assignment:
 

Pearson Tests:	10%
Mis en place lists:	20%
Midterm Written Test:	10%
Weekly Lab grade:	40%
Final Practical:	10%
Final(written):	<u>10%</u>
	100%
7. If there is a problem or a dispute with a grade, it must be brought to your instructor’s attention and resolved within 5 days of the grades return. After that, it will not be considered under any circumstances.
8. If you feel you need out of class help, please visit with your professor during office hours.

**Notes:**

- **Extra Credit Opportunities-** You may choose to assist with the community classes being offered during this semester. These opportunities will be on select Fridays and Saturdays from 9am-1pm. You will receive an extra 25 point towards your lowest grade for each day that you attend. Should you arrive late, you will not be given the full 25 points These extra points CANNOT raise your grade for a particular segment of your grade beyond 100%. For example, your maximum quiz average can only be 100% or test average can only be 100%.
- **The Midterm** is over items covered in Chapters 7, 25, 26, and lecture notes. It will only be Written.
- **The Final** is over items covered in Chapters 7, 12, 21, 25, 26, and 27 and will include a written and practical portion. Date of this exam is to be determined.
- **Special Accommodations-** you will still have to take the test on the scheduled date of the exam. If there is a conflict, you will have to prove it to your instructor in order to take an exam at a different time.
- Your daily lab grade will be based on the Lab Rubric.

**Classroom Etiquette:** Students should arrive on time for class and be in full, required uniform. All cellphones, laptops, and bags are not allowed in the lab space. Only required materials such as textbooks, binders, knife kits, and pens are allowed to be in class. Lockers will be assigned for student use, students must bring their own lock if desired. No outside food or drink is allowed in class except for a closable water bottle. All students are responsible for cleaning up after themselves. No one will leave class until the lab is clean and approved by the instructor.

**Required Uniform:** Students should ALWAYS be in full uniform for ALL classes. Clean/wrinkle free chef coats, pants, caps, and non-slip shoes are required. Students SHOULD NOT wear any jewelry except for a snug to the wrist watch, and a wedding band/ring that are permitted. Student's personal hygiene is EXTREMELY important. Clean hair, hands, and fingernails are a part of the uniform as well.

**Topics:** The list of selected topics may be modified during the course of the semester. The instructor will notify the class of any changes to the topic list.

**Course Outline**  
**Intermediate Food Prep**

Week	Homework Exams	Topic	Lecture/In Class Assignments	Reading Assignment
Week 1 1/15-1/18		<b>Orientation/ Syllabus</b>	Day 1: No class-MLK Day Day 2: Syllabus/Lecture Knife skills, Safety and Sanitation, Expectations/Table Set up	
Week 2 1/22-1/25	Ch.26 Due on 1/25	<b>Fruits</b>	Day 1: Lecture, Demo Presentation, Moroccan Preserved Lemons, Apple Fritters, Brulee Grapefruit Day 2: Orange Marmalade, Pineapple Pico de Gallo	Chapter 26
Week 3 1/29-2/1	Ch.7 Due 2/1	<b>Flavors and Flavorings</b>	Day 1: Lecture and Flavor Star!! Chicken Mole Enchilada Demo, Jerk Spice Chicken Wings, Cilantro Lime Crema Day 2: Stone Ground Mustard, Mustard Roasted Potatoes Salad, Apple, Brie and Mustard Grilled Cheese	Chapter 7
Week 4 2/5-2/8	Ch. 25 due on 2/8	<b>Salads and Vinaigrettes</b>	Day 1: Lecture, Properly Prepared Green, Caesar Salad Day 2: Orange, Fennel and Arugula Salad w/ Orange Sesame Vinaigrette, Panzanella Salad	Chapter 25
Week 5 2/12-2/15		<b>Salads and Vinaigrettes</b>	Day 1: Avocado Stuffed Shrimp Louis, Thai Peanut Salad Day 2: Green Goddess Cobb Salad, Berry and Spinach Salad with Poppyseed Dressing and Candied Pecans	Chapter 25
Week 6 2/19-2/22		<b>Salads and Vinaigrettes</b>	Day 1: Infused Vinegars and Oil-Basil Oil, Ginger and Sweetened Rice Wine Vinegar (Cucumber Salad), Italian Oil and Vinegar, Cold Soba Noodle Salad Day 2: Street Corn Salad, Warm Bacon Vinaigrette Salad	Chapter 25
Week 7 2/26-2/29		<b>Modern Sauces</b>	Day 1: Lecture, Fresh Spring Rolls w/Peanut sauce, Sesame Soy, Sweet Pepper Jelly, Pineapple Sweet and Sour Sauce Day 2: BBQ/Hot Sauces- Chipotle Dr. Pepper BBQ, Carolina Gold, Huli Huli BBQ Sauce, Classic BBQ Rub(Pork Butt)	
Week 8 3/4-3/7	<b>3/6-Written Midterm</b>	<b>Modern Sauces</b>	Day 1: Condiment Sauce Lecture, Tomatillo salsa, Remoulade, Raspberry Chipotle Glaze Day 2-Pesto(freeze)Chimichurri, Hummus, Tzatziki, (Falafel)	<b>Freeze day 2 Pesto for Week 13</b>
Week 9 3/11-3/14	None due	Spring Break	Spring Break	
Week 10 3/18-3/21	Ch. 12 Due 3/21	<b>Soup Week</b>	Day 1: French Onion Soup, Chili Day 2: Chicken and Green Chile Stew, Loaded Baked Potato	Chapter 12
Week 11 3/25-3/28	Ch. 21 Due 3/28	<b>Brunch Basics</b>	Day 1: Lecture/Quiche Day 2: Croque Madam, Granola, Cheese Grits	Chapter 21
Week 12 4/1-4/4		<b>Brunch Basics</b>	Day 1: Griddle Cakes, Compound Butters, Flavored Bacon, Smoked Breakfast Meats(demo) Day 2: Shakshuka, Avocado Toast, Shmears	Chapter 21
Week 13 4/8-4/11	Ch. 27 Due 4/11	<b>Sandwiches-Layering Flavors</b>	Day 1: Lecture, Classic Club, Caprese Paninis (Pesto Week 8) Day 2: Monte Cristo, French Onion and Brie Paninis	Chapter 27
Week 14 4/15-4/18		<b>Sandwiches-Layering Flavors</b>	Day 1: Meatball Subs, Philly Cheesesteak, Sweet Potato Fries Day 2: Bahn Mi w/Asian Slaw, Curried Chicken Salad	Chapter 27
Week 15 4/22-4/25	None Due	<b>Review</b>	Day 1: Review Day Day 2: Weather Make up Day	
Week 16 4/29-5/2	<b>Finals</b>	<b>Finals</b>	Day 1: Written Final/ Mis En Place for Practical Day 2: Practical Final	Finals
Week 17 5/6-5/9	None Due	<b>Cleaning</b>	Cleaning	Cleaning

### Homework Assignments:

**Pearson:** Pearson assignments open on Thursdays at 8:00am and close the following Thursday at 11:59pm.

Chapter 26-Fruit	Open 1/18	Close 1/25
Chapter 7-Flavorings	Open 1/25	Close 2/1
Chapter 25-Salad and Vinaigrettes	Open 2/1	Close 2/8
Chapter 12-Soups	Open 3/14	Close 3/21
Chapter 21-Brunch	Open 3/21	Close 3/28
Chapter 27-Sandwiches	Open 4/4	Close 4/11

**Mis en place list due dates:** Mis en place lists are due at the beginning of class. Turning them in at the end will result in a 50-point deduction.

1/22-Apple Fritters	2/28-Carolina Gold BBQ Sauce
1/24-Pineapple Pico de Gallo	3/4-Raspberry Chipotle Sauce
1/29-Cilantro Lime Crema	3/6-Hummus
1/31-Mustard Roasted Potato Salad	3/18-French Onion Soup
2/5- Caesar Salad	3/20-Chicken and Green Chile Stew
2/7-Panzanella Salad	3/25- Quiche
2/12-Avocado Stuffed Shrimp Luis	4/3-Shakshuka
2/14-Berry and Spinach Salad, Poppyseed Dressing, Candied Pecans	4/8-Classic Club
2/19-Cucumber Salad	4/10-Monte Cristo
2/21-Warm Bacon Vinaigrette Salad	4/15-Meatball Sub
2/26-Spring Rolls w/ Peanut Sauce	4/17-Curried Chicken Salad

**South Plains College's Notices** <https://www.southplainscollege.edu/syllabusstatements/>

#### **ATTENDANCE:** (along with your Instructor's Policy)

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date (the 12<sup>th</sup> class day), as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

**South Plains College Culinary Arts Alcohol Use Policy:** South Plains College Culinary Arts program uses various liquors, liqueurs, wines and beers as recipe ingredients within the culinary curriculum. Alcohol is secured in the culinary facility and only accessible by culinary faculty. Alcohol may only be used if a recipe requires liquor/liqueur/wine/beer as an ingredient. Consumption of alcohol by students is strictly prohibited. Alcohol is only to be handled by instructors; no exceptions. Violations will be considered a "Student Code of Conduct" violation and will result in strict disciplinary action, including referrals to the Executive Director of Lubbock Center, Dean of Students, and Campus Police.

## **Covid 19 Course Syllabus Statement**

If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu) or 806-716-2376. Proof of a positive test is required. A home test is sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at [dedens@southplainscollege.edu](mailto:dedens@southplainscollege.edu).

A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication.

Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

### **4.1.1.1. Diversity Statement**

In this class, the teacher will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

### **4.1.1.2. Disabilities Statement**

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

### **4.1.1.3 Non-Discrimination Statement**

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

### **4.1.1.4 Title IX Pregnancy Accommodations Statement**

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Health and Wellness Center. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Health and Wellness Center at 806-716-2529 or email [dburleson@southplainscollege.edu](mailto:dburleson@southplainscollege.edu) for assistance.

### **4.1.1.5 Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.