

UNIVERSITY OF HAWAII
KAPIOLANI COMMUNITY COLLEGE

4303 Diamond Head Road
Honolulu, Hi 96816
Culinary Arts

CLASS SYLLABUS

Course Number/Code CULN 130 CRN #31334	Course Title Intermediate Cookery	Credits 5	Lecture/Lab per Week 4 hrs. lecture, 24 hrs. Lab per week
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Semester/Year
Fall 2013
1st Module

Class Location

Ohi`a # 220

Class Times

Mon.– 8:00 a.m. to 11:50 a.m.

Tues. - Fri. 8:00 a.m. to 1:50 p.m.

Prerequisites

Completion of Fundamentals of Cookery/ CULN 120 with C or better

Instructor's Name

Chef Alan Tsuchiyama

Office Location

Ohi`a 220 kitchen

Office Hours

Monday – Friday

6:45 - 7:45 a.m

or by appointment

Phone Number

Work: 808-734-9148

(Do Not Leave Message

@ work #)

Cell #(808)282-1578

E-Mail

Work: atsuchiy@hawaii.edu

Fax Number

808-734-9212

Mail Box Location

Ohelo Rm.102

Course Description

CULN 130 focuses on the application of basic concepts, skills, and techniques in fundamentals of cookery to short order cookery, including breakfast cookery, as found in coffee shops, snack bars, and other quick service outlets, with emphasis in American Regional Cuisine; to quantity food production with emphasis on menu development, recipe standardization and conversion, and quality control. Includes experience in both quantity food production and short-order cookery.

Course Objectives/Competencies

Upon successful completion of CULN 130, the student should 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.
5. Prepare a variety of foods using the sauté techniques.
6. Evaluate the quality of sautéed items.
7. Fry a variety of foods to their proper doneness.
8. Evaluate the quality of fried foods.
9. Roast meats, poultry, and fish to the correct doneness to develop the best flavor and texture in the finished dish.
10. Grill and broil foods to the proper doneness.
11. Define and describe the processes of braising and stewing, noting the similarities and differences.
12. Braise and stew foods to the proper doneness.
13. Evaluate the quality of braised and stewed items.
14. Define and describe the process of shallow-poaching.
15. Prepare shallow-poached foods properly and produce a sauce that incorporates the cooking liquid.
16. Evaluate the quality of shallow-poached items.
17. Poach and simmer foods to the proper doneness.
18. Evaluate the quality of poached and simmered foods.
19. Prepare boiled and steamed foods to the proper doneness.
20. Utilize standard weights and measures to demonstrate proper scaling and measurement techniques.
21. Identify and use herbs, spices, oils and vinegar, condiments, marinades, and rubs.
22. Perform basic fabrication tasks with meat, poultry, and seafood.
23. Using the basic cooking methods, prepare meat, seafood, and poultry to the proper doneness.
24. Evaluate the quality of prepared meats, seafood, and poultry.
25. Describe the functions of the ingredients.
26. Evaluate the quality of a properly made stock.
27. Define, describe and explain the purpose of sauces.
28. Describe grand sauces.
29. Prepare a variety of classical sauces.
30. List the basic ingredients needed for making grand/classical sauces.
31. Describe the functions of the ingredients in sauces.
32. Evaluate the quality of a properly made sauce.
33. Define, describe, and identify three basic categories of soups.
34. Prepare a variety of soups from each category.
35. Describe the process of making each category of soup.
36. Evaluate the quality of a properly made soup.
37. Prepare a variety of fruits, vegetables, starches, legumes, and grains using the basic cooking methods.
38. Define salad dressing and describe its purposes.
39. Identify, define, and describe the types of salad dressings.
40. Prepare a variety of salad dressings and evaluate the quality of each.
41. Identify a variety of common salad greens and vegetables.
42. Prepare and dress greens for a salad.
43. Evaluate the quality of properly prepared and dressed green salad.

44. Identify, describe, and prepare a variety of composed salads.
45. Evaluate the quality of composed salads.
46. Identify, and describe the purpose of the elements of a sandwich.
47. Prepare a variety of hot and cold sandwiches.
48. Evaluate the quality of sandwiches.
49. Cook eggs using a variety of preparation techniques.
50. Evaluate the quality of prepared eggs.
51. Apply portion control to effectively manage quantity food production and to short order cookery.
52. Prepare and serve traditional American Regional Cuisine in both quantity and short order cookery.
53. Organize, work, and break down the various stations, using work simplification methods in a cafeteria.
54. Prepare, handle, and serve convenience foods maintaining optimum quality.
55. Demonstrate good personal hygiene and health habits in a laboratory setting.
56. Demonstrate acceptable procedures when preparing potentially hazardous foods to include time/temperature principles.
57. Practice organizational and preparation (mise en place) techniques as part of commercial food preparation.
58. Demonstrate an understanding and acceptance of the generally accepted standards of professionalism and adhere to the established dress code.

Required Text, References and Supplies

Required Text:

American Regional Cuisine 2nd edition by The Art Institutes, by John Wiley & Sons, Inc.

References:

On Cooking by Sarah Labensky and Alan Hause

Prentice Hall Dictionary of Culinary Arts 2nd Edition by Steven and Sarah Labensky, Gaye Ingram

Cutlery Kit - *The KCC Bookstore has available to students registered in CULN labs a special knife kit package.*

The current package which was created for the CULN 120 class includes these items. Other classes may require additional items; please email your instructor. Proof of current enrollment in CULN 120 or 150 required in order to purchase cutlery from the college.

Steel Paring Knife (3") 8" or 10"chef's knife Vegetable Peeler	Thermometer Tong, Spring 12" Boning Knife	Knife Bag Measuring spoons
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Supplies:

Pocket size note book or memo pad

Black ink pen and black permanent marker

Access to a computer and E-mail address

"If you are a student with a documented disability and have not voluntarily disclosed the nature of your disability so that we may coordinate the accommodations you need, you are invited to contact the Disability Support Services Office, `Iliahi 113, ph.734-9552 , or email kapdss@hawaii.edu for assistance. For students whose primary disability is Deaf or hard of hearing, contact the KCC Deaf Center, Manono 102, ph. 734-9210 (V) or 447-1379 (videophone)"

PROGRAM STANDARD: BEHAVIOR, GROOMING AND DRESS CODES

The purpose for these standards is to present students with the expected and required dress code, personal grooming standards, and acceptable behavior for all Culinary/Patisserie Arts majors. We all understand the importance of making a favorable first impression, image and presentation, therefore these standards were developed by culinary or hospitality instructors with support from our industry advisory committee members in accordance with sanitation, safety and professionalism in mind.

Failure to adhere to and abide by these standards will directly affect the student's ability to participate, therefore adversely affecting the student's grade. Students not complying with these standards will **NOT** be permitted to participate in class activities. However, these students will be allowed to sit in on lectures, but will have points deducted from their grade for failing to meet the set standards. Individual instructors will determine the amount of the point deduction. Additionally, disciplinary procedures have been established.

Should you have any questions regarding these standards and disciplinary procedures, please consult your instructor, counselor, or the Culinary Arts department chair.

Culinary and Patisserie Laboratory Courses (applicable on lecture days also): CULN labs (CULN courses, except for Dining Room Service, and Cost Control). **The first date that your complete uniform is to be worn, is the first day of each lab class. You must be completely dressed in full uniform by the starting time of class, the first day of class.** Email

Lmaehara@hawaii.edu for ordering info.

- **APRON**, bistro apron only (mid length, not below mid-calf, not above the knee), white
- **CHEF'S HAT** – toque de paris chefs hats only. (Apprentice/Student Model Bgpr 20 (7.5"-24 pleat)
NO baseball caps to be worn with any culinary, patisserie or dining room uniform at any time while on campus, in CULN lectures, or at outside events requiring a chef's uniform.
- **CHEF'S JACKET** –White, long sleeve, double breasted chefs jacket (no color piping or logos), Embroidered in 1/4" – 1/2" Roman, block or readable script lettering in black, navy, or royal blue with your 1st & last name in the right or left pocket area (on or above pocketed). Only solid white undergarments are appropriate to wear under the chef's jacket.
- **CHEF'S PANTS** - traditional with standard size checks - clean and wrinkle-free.
- **NECKERCHIEFS** - white - clean and worn at all times.
- **SHOES** – leather black skid resistant soles or chef's clogs - clean, no tennis shoes or athletic shoes.
- **SOCKS** - white or dark colored, clean.

Personal Grooming Standards - Applicable in ALL CULN classes.

- **DEODORANT** to counteract body odor.
- **JEWELRY** - limited to one wedding band and one watch in all CULN courses. Earrings - single stud per ear is appropriate in dining room service and FSHE lecture courses, but NO earrings of any kind are allowed in culinary/patisserie laboratories. No dangling earrings or nose rings allowed.
- **FACIAL HAIR** - Clean shaven, goatees okay. Beards are not acceptable. Mustaches are to be neatly trimmed, and may not fall below the upper lip or beyond the framework of the upper lip. No "Fu Manchu" or muttonchop mustaches will be permitted. Sideburns may be no longer than the bottom of the ear lobe.
- **HAIR** - Short, off-the-collar, neat, trimmed and clean. Pony tails must be restrained by a hairnet or pins. Tucking tails in Chef's hat or coat is not allowed.
APPROPRIATE HAIR COLOR is a requirement. (Natural, neutral colors, shades of

black, brown, blonde are considered appropriate.) Bright, iridescent colors and shades outside of the natural and neutral shades are UNACCEPTABLE. Students will not be permitted to attend class if this standard is not met. No extreme hair styles. Excessive bangs and sideburns are not permitted. Bangs must be trimmed to the top of the eyebrow.

- **FINGERNAILS** - Must be cut short and kept clean. No nail polish is allowed in culinary/patisserie laboratories.
- **DARK GLASSES** - NOT permitted with any culinary, patisserie or dining room uniform at any time while on campus, nor may they be worn in CULN lecture courses. If dark glasses are necessary due to medical reasons, a slip from your doctor explaining the need is required.
- **MAKE-UP** - Should be conservative.

Acceptable Behavior - ALL CULN Courses

- Absolutely **NO** eating or drinking in the CULN classrooms or in culinary/patisserie laboratories, unless allowed by your CULN instructor in conjunction with the tasting of instructor-demonstrated dishes or at wine tasting seminars. Eating or drinking in the `Ohelo Building is only permitted in the student lounge.
- Smoking is **NOT** permitted in or by guest entrances of `Ohia or `Ohelo buildings. The only designated smoking areas are as follows:
 - `Ohelo Building - Second floor entrance directly across from the `Olona building.
 - `Ohia Building - First floor entrances of front and back of building.
- Gum Chewing is **NOT** allowed in CULN laboratories and classrooms.
- Radios or headsets are **NOT** allowed in CULN laboratories or classrooms.
- Personal belongings such as back packs, knife cases, etc. should be stored in lockers in student locker areas including laboratory lockers, and not on the lab counters or student desks.

LOCKERS

Kapi`olani Community College Culinary Department provides students with a place to store their belongings while attending classes. The College endeavors to provide lockers for all full-time students in locations as close as possible to their areas of study. Lockers are for use by culinary students only, one locker per person. Lockers are assigned on a first-come, first-served basis at the start of each semester. You are expected to vacate your locker at the end of each semester. For info - contact Ranos@hawaii.edu

- Changing rooms are provided in the student lounge on the first floor of the `Ohelo Building. **NO** changing in building hallways or classrooms.
- Student use of restrooms is restricted to the first floor in the `Ohelo Building and to the restrooms designated for students in the `Ohia Building.
- Students must be fully clothed and presentably dressed while in any CULN facility.
- Profanity/swearing is not permitted in the `Ohelo, `Ohia, and `Olapa Buildings.
- Cellular phones or pagers should be deactivated during class period.

Student Responsibilities – subject: DISRUPTIVE BEHAVIOR

I (refers to you, the student) realize that I am responsible for personal conduct that neither harms nor threatens the safety and well-being of others on campus and in college-related activities at off-campus locations such as internships, and volunteer events. I understand the importance of avoiding action or speech that causes physical or psychological harm or may be interpreted by others (such as students, instructors, staff members, or visitors) as disrespectful, offensive, abusive, threatening, interfering with learning activities, or impeding the delivery of college services. More specifically, I will refrain from the following types of behavior:

- *physical assault*

- *stalking*
- *disrespectful, harassing, and/or intimidating physical gestures or verbal (written or spoken) statements, including but not limited to, attacks on gender, race, ethnicity, religion, national origin, and sexual orientation,*
- *damaging or threatening to damage property belonging to the college or to individuals,*
- *interrupting class during lecturer or labs, by talking loudly, inappropriately, or out of turn.*
- *monopolizing discussions,*
- *unwillingness to cooperate or hindering the cooperative efforts of others*
- *failure to comply with requests from the instructor or classmates to stop behavior that may be considered academically unethical, including cheating and plagiarism,*
- *In online learning environments (hybrid or distance education courses which may or may not include online instruction, including use of Lulima), failure to comply with requests from the instructor or classmates to stop sending electronic messages that may be construed as harassment or fiery language and/or content.*

I also understand that I am subject to the Student Conduct Code (see p. 13 of this Handbook), which specifies a range of disciplinary actions for disruptive behavior. Possible sanctions include a warning, probation, suspension, or expulsion. Final decisions are based on the results of a hearing before an appointed student conduct committee. If my behavior is considered dangerous, I understand that I may be temporarily suspended by the chancellor prior to a hearing.

Furthermore, as a student in a classroom and/or lab and/or center, I realize that I have an important role to play in assisting instructors or staff in maintaining a learning environment that discourages disruptive conduct. To fulfill this supportive role, I understand that I need to become familiar with each instructor's classroom and/or lab rules, which may be found in the hard copy or online version of the syllabus. I am aware that, in general, inappropriate behavior during class includes:

- *tardiness, absences, leaving class early*
- *talking to fellow students other than the presenter or instructor, during a class discussion or presentation,*
- *profanity (swearing)*
- *horseplay*
- *eating in class or lab, unless approved by the instructor*
- *in a lab environment, failure to abide by safety and sanitation rules*
- *failure to abide by dress and grooming/appearance codes established for my program and courses, which are included in this handbook, and on the CULN 120 website.*

Finally, in the event that a student's behavior causes disruption at an off-campus class, campus, or university event, or on-campus in a classroom and/or lab and/or center, I understand that I am expected to follow the instructor's orders or emergency plan, and if necessary, provide immediate assistance, which might include:

- obtaining the help of nearby faculty or staff,
- contacting campus security at 734-9900,

and/or contacting on-duty evening administrators

Disciplinary Procedures for Handling Violations of the Dress code, Personal Grooming Standards, Acceptable Behavior, Class Tardiness and Absenteeism Policies:

The following procedures will be implemented in ALL CULN courses. These procedures apply to the departmental dress code, personal grooming standards, student conduct code, acceptable behavior, tardiness and absenteeism policies.

First Violation: Student to receive a verbal warning from instructor. Action documented in student file.

Second Violation: Student to receive a written warning and consultation from instructor. Student file copied.

Third Violation: Student, Instructor, and the Department Chair will meet and discuss violations and recommended solutions. Documented report to student file.

Fourth Violation: Student will be excused from class for that day, forfeiting all points for that day including attendance, participation, and quiz and/or exam points. No make up of tests or quizzes will be permitted. The student must report to the department chair to discuss the circumstances surrounding this fourth violation. Should the issue not be resolved after the student

has met with the faculty member, then the department chair, a meeting with the dean may be required.

WARNING and NOTIFICATION of HAZARDS and RISKS

All occupations within the Culinary and Pastry Arts Profession have inherent risks that prospective students should be aware of. The purpose of this **Warning of Hazards and Risks** is to bring students' (parents') attention to the existence of potential dangers, to aid them in making an informed decision concerning participation in the program, and in signing the Assumption of Risk and Release of Liability Waiver form.

Occupational hazards for the field of culinary/pastry arts include, but are not limited to:

- cuts and abrasions due to handling sharp objects
- slips and falls due to wet, slippery or uneven floors
- strained muscles and backs due to lifting of heavy objects
- exposure to foods that one may be allergic to
- exposure to hazardous cleaning chemicals
- accidental injury in an internship or practicum experience or en route to or from an internship or practicum experience
- injury or illness that can affect one's personal health or the health of an unborn child
- scalding and burns that may result in permanent disfigurement, disability or death

An injury or illness can impair one's general physical and/or mental health and may hinder one's future ability to earn a living, engage in business, social, or recreational activities, or generally impair one's ability to enjoy life. There may also be risk of injury, illness, or death resulting from causes not specified in the **Warning and Notification of Hazards and Risks**.

In addition to acknowledging hazards and risks, the applicant must take responsibility regarding matters of safety involving self and others. After receiving instruction, students will be expected to demonstrate safety practices. Students must inform appropriate faculty of any relevant personal medical condition that might be hazardous or risky to self or others. A student may be required to submit permission from his/her personal physician to participate in culinary/pastry arts education activities. **The student is responsible for obtaining his/her own health insurance.** The student must also purchase his/her own liability insurance if one is required by a practicum or internship site.

Upon entering Kapi`olani Community College's Culinary/Pastry Arts program, the student will be required to sign an Assumption of Risk and Release of Liability Waiver.

Class Attendance and Policies

Since this is a hands on skill course, you need to attend classes regularly for group assignments, class discussions, and lectures. For any reason you cannot attend classes, be sure to contact me or a classmate for daily assignments. Attendance is important for your success while in class and to ensure retention and application in preparation of your culinary career. **Class starts promptly at 8:00 a.m. PLEASE BE ON TIME!!!! ABSENTEES and TARDINESS** will affect your final grade.

Disappear Policy: Students who have ceased to attend class and do not officially withdraw from the class are considered "**DISAPPEARS.**" Students who have stopped attending class and do not officially withdraw from the class will receive an "**F**" grade. A student who has justifiable reason for temporarily not attending classes must notify the instructor or the

department chairperson. Students who have stopped attending classes must first obtain the Add/Drop form from to withdraw.

Grading

The student's grade will be based on:

Laboratory Performance (+20 points/day) 40%
(Competency-based)

Professionalism/Attendance (+10 points/day) 20%
(Tardy -10 points / Dress Code Violation -10 points)

Assignments (+25 points/assignment) 10%

Quizzes (+40 points/quiz) 10%

Final Practical (+200 points) 10%

Final Written Exam (+200 points) 10%

Attendance +10 points per day

<u>Grade</u>	<u>Percentage</u>
A	90% - 100%
B	80% - 89%
C	70% - 79%
D	60% - 69%
F	59% and below

NOTE: Total class points may vary based upon actual lab days, additional quizzes and unforeseen events.

*** Lab clean up is considered a part of the safety/sanitation competencies of the class. Therefore it is required that all students participate in lab clean up at the end of the module. Failure to participate will result in a 10% deduction of your final grade points.**

*** The instructor reserves the right to make any necessary and reasonable changes.**

Helpful Hints for Learning

Always carry a small notebook during lab and lab demos. Learn how to take notes and record important terms, techniques, and procedures regarding culinary preparation, which will assist you to recall when the time comes to perform the assignment. Many cooking procedures will be explained during lectures. It is important to note down cooking terminology that you are not familiar with and ask the instructor for the definition or you can research the definition yourself.

Never hesitate to ask a question when you are in doubt or do not understand a term, technique, or procedure. Costly loss of ingredients and time may be avoided by simply asking the chef instructor.

Never fear to make a mistake. It is through mistakes that we learn and it is through mistakes that one is able to succeed. In culinary arts one learns best by doing. It is therefore inevitable through this process that we may make a mistake, but as long as you learn from it, that is when the learning truly takes place.

Attendance is important. If you are not in attendance, no learning takes place.

Learn something new every day. If you learn a cooking technique, term, product or recipe every day, think of the knowledge you will have as the days, weeks, months and years go by.

Planning and mise en place is one of the most important steps to becoming a great culinarian. Come to class ready for the assignments, tasks and to learn.

The success of this class is your responsibility and learning is not a passive process. Get involved and make a difference.

The more effort you put into class, the more you learn, the better prepared you are for the culinary world.

Be respectful of your fellow classmates, respect their opinions and appreciate that everyone learns differently and at a different pace.

Practice, practice, practice!!! Repetition is the mother of skill