Instructors: Joe Askren MBA, CEC, CCE
Garry Colpitts BSM, CEC, CFSE
E-Mail: Please communicate with us on Canvas Conversation
Office: Sarasota Campus- CIL
Office Telephone: 941-359-4229
Office Hours: Mon-Wed: 11am-3pm or by appointment

PREREQUISITES: None

COURSE CREDIT HOURS: 3

COURSE DESCRIPTION: The course’s focus is on food preparation, standards and techniques in commercial food production and service. The class emphasizes factors affecting the quality of food being served. Students will gain practical experience in food production and service in accordance with standards, sanitation and safety and cost control.

COURSE TOPICS: This course will cover the following content areas:
1. Food preparation and service in a professional kitchen
2. Menu planning, Food Storage, Purchasing and Cost Control
3. Strategies to assure the highest quality in an operation’s product

COURSE OBJECTIVES:
1. Read and understand recipes, conversions costing, pricing and invoices
2. Choose correct equipment and food products for preparation of recipes
3. Exhibit basic cooking skills to prepare required recipes
4. Follow food safety, sanitation, and nutritional guidelines
5. Accomplish food presentation in an appealing fashion

BACHELOR OF SCIENCE IN HOSPITALITY MANAGEMENT MISSION STATEMENT: The Bachelor of Science in Hospitality Management in the College of Hospitality and Technology Leadership at the University of South Florida Sarasota-Manatee prepares graduates for leadership positions in the hospitality industry through foundational knowledge of hospitality operations and experiences that promote diversity, ethical responsibility, lifelong learning, and community engagement.

BACHELOR OF SCIENCE IN HOSPITALITY MANAGEMENT PROGRAM LEARNING OUTCOMES (PLOs):
1. Identify and apply business concepts and skills relevant to the operational areas of hospitality management.
2. Describe and apply the fundamental principles of leadership and model the behavior of effective leaders.
3. Demonstrate effective communication skills.
4. Analyze information and make decisions using critical thinking and problem solving skills.
5. Evaluate diversity and ethical considerations relevant to the hospitality industry.

COURSE STUDENT LEARNING OUTCOMES: Upon completion of this course, students will be able to:
1. Explain principles of preparing meal items with maximum quality and retention of nutrients (aligns with PLO’s 1 & 3)
2. Describe the basic principles of Safety and Sanitation in the kitchen and putting into practice HACCP (aligns with PLO’s 1, 3 & 5)
3. Recognize the physical, economic, and other factors involved in the changes that take place during storage, preparation, assembly, distribution and service (aligns with PLO’s 1 & 4)
4. Demonstrate basic knife skills, classical cuts of vegetables, fruits and various proteins (aligns with PLO 1)
5. List the many types of kitchen equipment, hand tools, their uses, as well as safety and care (aligns with PLO’s 1 & 3)
6. Demonstrate the ability to select the appropriate method to meet highest quality standards in the production and service of food (aligns with PLO’s 1, 2, 4 & 5)

TEXT AND MATERIALS:
- REQUIRED TEXT: Professional Cooking 7th edition by Wayne Gisslen, ISBN # 978-0-470-19752-3 can be purchased online or at the USF bookstore. Below are the instructions on purchasing the text online.
  - Go to www.usfsarasota.bncollege.com
  - select the Textbooks tab
  - select term - Summer 2014- USF SM
  - select department- FSS
  - select course- 3231
  - select section- either 521 or 591
  - select find materials
  - you will then be able to order the book for full price or for a 7 day free trial.

- Materials needed: pen/pencil, small note pad for recipes, and a sharpie. Knife set is optional; no need to purchase: program will provide knives needed for this course. Facility will also purchase hand towels, hats and aprons

DRESS CODE:
You are only required to purchase a white skull cap from the USFSM bookstore. These are usually priced at $8/each. Your lab fee will include the following: apron, side towel, and lab coat. Any long hair must be tucked behind your neck or under the hat. Nails must be kept to a minimum and CLEAN; no nail polishes. Jewelry must be kept to a minimum, nothing that is excessive, that could cause harm, distraction or pose a sanitation or safety problem. No visible facial piercings, other than earrings. Shoes are to be of sturdy construction. Black skid/oil resistant safety shoes or sneakers. No open toe shoes are permitted for safety/sanitation reasons. There will be a class line up to inspect all in attendance. Failure to dress properly will result in dismissal from class/lab activities.

CANVAS USE:
The class syllabus is posted in Canvas, an online course management system. You must have an active Canvas account. You must have it active on or before the second-class meeting. We will post course material and other information on Canvas, which you must read. Also, any changes or additions specific to class may be announced and posted here. It is your responsibility to periodically check Canvas between class meeting times.

Canvas may be accessed using your net ID and password. Go to: usflearn.instructure.com

GRADING, EVALUATION AND ATTENDANCE POLICIES:
Methods: Lecture, kitchen/lab activates and discussion format, read assignments as required for each chapter.

Week (1) Review class requirements and orientation.

1. Week (1) Chapter 1- The Food Service Industry; Chapter 2- Food Safety and Sanitation; Chapter 3- Tools and equipment. Performance objectives are the student should be able to: describe the history of cooking and the brigade system, have a common knowledge of the industry language, culinary terminology
and French terms, identify potentially hazardous foods and basic food safety issues, identify commercial
cookware and tools.

2. **Week (2)** Pop quiz Chapter 5- Recipes and Menus and cost management; **Chapter 7**- Mise en place. Chef
demo/class/lab activity: knife sharpening, classical knife cuts.

3. **Week (3)** Chapter 6- Nutrition, Healthy Cooking; **Chapter 4**- Principles of Cooking and Food Science.
Recipes needed (pg. 692, 696, 734 and 751)

4. **Week (4)** Pop quiz Chapter 8- Stocks and Sauces; **Chapter 9**- Understanding soups, clear and thick soups
plus many more. Chef demo: How to make roux plus other thickening agents. Recipes needed (p. 242, 251
and 271).

5. **Week (5)** Chapter 10- Understanding Meats and Game principles of cooking, **Chapter 11**- Cooking Meats
and Game. Student activity/production: students working in groups will research and perform/fabricate
beef tenderloin - steak for London broil page 328 and Thai green curry of pork with Vegetables page 338.
Also, research starch and vegetable recipe from your text to accompany.

6. **Week (6)** **EXAM on chapters/activities covered.**

7. **Week (7)** Chapter 12- Understanding Poultry and Game Birds, **Chapter 13**- Cooking Poultry and Game
Birds. Student production: roasting chicken fabrication and cost analysis, various cooking methods recipes
will be provided by chef.

8. **Week (8)** Pop quiz. Chapter 24- Breakfast Preparation, **Chapter 25**- Dairy and Beverages, **Chapter 18**
Potatoes- Student production: individually made omelets with select choice of available toppings, hash brown
recipe (p. 621, research latkes).

9. **Week (9)** Chapter 21- Salad Dressings and Salads, **Chapter 23**- Hors d’Oeuvre. Student production
(work in groups): Caesar salad dressing, (chef will provide recipe), research recipes for Heirloom Tomato
Salad, Chicken Satay, Dates Stuffed with Gorgonzola, Spring Rolls and Bruschetta.

10. **Week (10)** Mystery Basket. This will count towards your overall course grade.

**GRADE SCALE**

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**USFSM Policies**

**A. Academic Dishonesty:** The University considers any form of plagiarism or cheating on exams, projects, or
papers to be unacceptable behavior. Please be sure to review the university’s policy in the catalog, **USFSM
Undergraduate Catalog** or **USFSM Graduate Catalog**, the USF System Academic Integrity of Students, and
the **USF System Student Code of Conduct**.

**B. Academic Disruption:** The University does not tolerate behavior that disrupts the learning process. The
policy for addressing academic disruption is included with Academic Dishonesty in the catalog: **USFSM
Undergraduate Catalog** or **USFSM Graduate Catalog**, USF System Academic Integrity of Students, and the
**USF System Student Code of Conduct**.

**C. Contingency Plans:** In the event of an emergency, it may be necessary for USFSM to suspend normal
operations. During this time, USFSM may opt to continue delivery of instruction through methods that include but are not limited to: Blackboard, Elluminate, Skype, and email messaging and/or an alternate schedule. It’s the responsibility of the student to monitor Blackboard site for each class for course specific communication, and the main USFSM and College websites, emails, and MoBull messages for important general information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency. See the Safety Preparedness Website for further information.

D. Disabilities Accommodation: Students are responsible for registering with the Office of Students with Disabilities Services (SDS) in order to receive academic accommodations. Reasonable notice must be given to the SDS office (typically 5 working days) for accommodations to be arranged. It is the responsibility of the student to provide each instructor with a copy of the official Memo of Accommodation. Contact Information: Pat Lakey, Coordinator, 941-359-4714, plakey@sar.usf.edu, www.sarasota.usf.edu/Students/Disability/

E. Fire Alarm Instructions: At the beginning of each semester please note the emergency exit maps posted in each classroom. These signs are marked with the primary evacuation route (red) and secondary evacuation route (orange) in case the building needs to be evacuated. See Emergency Evacuation Procedures.

F. Religious Observances: USFSM recognizes the right of students and faculty to observe major religious holidays. Students who anticipate the necessity of being absent from class for a major religious observance must provide notice of the date(s) to the instructor, in writing, by the second week of classes. Instructors canceling class for a religious observance should have this stated in the syllabus with an appropriate alternative assignment.

G. Web Portal Information: Every newly enrolled USF student receives an official USF e-mail account. Students receive official USF correspondence and Blackboard course information via that address.