Course Outline

Course Title:	Basic Culinary Techniques		
Course Number:	CULN31	**Approval Date:**	2018/6/17
Course Hours:	75 hours	**Academic Year:**	2018
Academic School:	School of Business		

Faculty:	Steve Moghini - steve.moghini@flemingcollege.ca
Program Co-ordinator or Equivalent:	Steve Moghini - steve.moghini@flemingcollege.ca
Dean (or Chair):	Maxine Mann - maxine.mann@flemingcollege.ca

Course Description

This course is designed to introduce fundamental cooking skills in a practical cooking lab setting that is required in today's culinary industry. These skills include the safe use of tools and equipment to produce soups, sauces, meat, fish and vegetables. Introductory nutrition concepts, sustainable practices and production planning are developed during this course.

Prerequisites: None.

Corequisites: CULN 32 - Basic Food Principle

Learning Outcomes

Upon successful completion of this course, students will be able to:

1. Provide fundamental culinary planning, preparation and presentation to a variety of food service environments.
2. Apply basic food and bake theories and other related theories to all aspects of food preparation.
3. Contribute to the provision of a healthy, safe, and well-maintained kitchen environment and to the service of food and beverage products that are free from harmful bacteria and other contaminants.
4. Apply knowledge of kitchen management techniques, as required, to support the goals of the operation and the responsible use of resources.
5. Apply fundamental nutritional principles to all aspects of food production.
6. Perform effectively as a member of a food and beverage preparation and service team.

7. Apply self-management and interpersonal skills to enhance performance as an employee and team member and to contribute to the success of a food-service operation.

Learning Outcome 3

It is the the utmost importance that this outcome is followed and will be enfored in all lab activities. In addition; the learner MUST successfully complete the Basic.fst program to PASS the CULN 31 course.

Learning Resources

Professional Cooking, 9th Edition, Gisslen and Study Guide

Basic.fst - Traincan

Alleregen Training - Traincan
Fleming Culinary - Policies, Procedures & Guidelines (PP&G`s)
Calculator
15 cm (6 inch) ruler
Full Chefs uniform **Dress Code Policy (PP&G`s)
Knives/Small wares
Pocket Thermometers
DUE: Weekly - Lab Packages

References;
Internet/World Wide Web
Periodicals

Assessment Summary

Assessment Task	Percentage
In-class activities	10%
Assignments	5%
Applied Learning	65%
Tests	20%

Student Success: Policies and Procedures

Mutually, faculty and learners will support and adhere to college Academic Regulations, and Student Rights and Responsibilities. The following policies and guidelines have been developed to support the learning process.

Please click on the link for information about:

- [Academic Integrity (2-201A)](https://department.flemingcollege.ca/hr/attachment/7750/download)
  (https://department.flemingcollege.ca/hr/attachment/7750/download)
- [Accessibility for Persons with Disabilities (3-341)](https://department.flemingcollege.ca/hr/attachment/5619/download)
  (https://department.flemingcollege.ca/hr/attachment/5619/download)
- [Grading and Academic Standing (2-201C)](https://department.flemingcollege.ca/hr/attachment/7752/download)
  (https://department.flemingcollege.ca/hr/attachment/7752/download)
- [Guidelines for Professional Practice: Students and Faculty](https://flemingcollege.ca/PDF/guidelines-for-professional-practice-students-faculty.pdf)
  (https://flemingcollege.ca/PDF/guidelines-for-professional-practice-students-faculty.pdf)
- [Student Rights and Responsibilities (5-506)](https://department.flemingcollege.ca/hr/attachment/269/download)
  (https://department.flemingcollege.ca/hr/attachment/269/download)

Alternate accessible formats of learning resources and materials will be provided, on request.

Program Standards

The Ministry of Training, Colleges and Universities oversees the development and the review of standards for programs of instruction. Each college is required to ensure that its programs and program delivery are consistent with these standards, and must assist students to achieve these essential outcomes.

This course contributes to Program Standards as defined by the [Ministry of Training, Colleges and Universities](#) (MTCU). Program standards apply to all similar programs of instruction offered by colleges across the province. Each program standard for a postsecondary program includes the following elements:

- **Vocational standards** (the vocationally specific learning outcomes which apply to the program of instruction in question);
- **Essential employability skills** (the essential employability skills learning outcomes which apply to all programs of instruction); and
- **General education requirement** (the requirement for general education in postsecondary programs of instruction that contribute to the development of citizens who are conscious of the diversity, complexity and richness of the human experience; and, the society in which they live and work).

Collectively, these elements outline the essential skills and knowledge that a student must reliably demonstrate in order to graduate from the program. For further information on the standards for your program, follow the MTCU link (www.tcu.gov.on.ca/pepg/audiences/colleges/progstan/)

Detail Plan

Term: 2018 Fall

Faculty: Steve Moghini - steve.moghini@flemingcollege.ca

Program Co-ordinator or Equivalent: Steve Moghini - steve.moghini@flemingcollege.ca

Dean (or Chair): Maxine Mann - maxine.mann@flemingcollege.ca

Learning Plan

Wks/Hrs Units	Topics, Resources, Learning, Activities	Learning Outcomes	Assessment
Week 1	TUESDAY - College Orientation THURSDAY- ALL CULN 31 Students MUST attend; 8:00 AM in the Food Lab		Performance Evaluation
Week 2	Lab Orientation Precision Cuts & Knife Skills ....Chapter 7 Self-Directed - Basic.fst	1-7	Performance Evaluation
Week 3	Precision Cuts.....Cont Stocks ....Chapter 8 Self-Directed - Basic.fst	1-7	Performance Evaluation
Week 4	Sauces - Part 1 ....Chapter 9 Self-Directed - Basic.fst	1-7	Performance Evaluation Sous Chefs - Ongoing
Week 5	Sauces - Part 2 ....Chapter 9 Self-Directed - Basic.fst	1-7	Performance Evaluation Basic.fst Examination
Week 6	Soups ....Chapter 10	1-7	Performance Evaluation
Week 7	Sandwiches ....Chapter 23	1-7	Performance Evaluation
Week 8	Independent Study Week		
Week 9	Breakfast Cookery ....Chapter 25	1-7	Performance Evaluation * BASIC.fst Testing *
Week 10	Salads and Dressings ....Chapter 22	1-7	Performance Evaluation
Week 11	Potatoes ....Chapter 13	1-7	Performance Evaluation
Week 12	Legumes & Grains ....Chapter 14	1-7	Performance Evaluation
Week 13	Pasta Cookery ....Chapter 14	1-7	Performance Evaluation
Week 14	Vegetable Cookery ....Chapters 11 & 12	1-7	Performance Evaluation

Wks/Hrs Units	Topics, Resources, Learning, Activities	Learning Outcomes	Assessment
Week 15	Final Test - Practical	1-7	Final Test

Assessment Requirements

Assessment Task	Date/Weeks	Course Learning Outcome	Percentage
Performance Evaluation - Chef	Weeks 1 to 7 & 9 to14	1 to 7	65%
Sous Chef - Practical & Report	Weeks 5-14	1 to 7	10%
Basic.fst Self-Directed Learning	Week 3 to 9	3	5%
Final Practical Test	Week 15	1 to 7	20%

The learner MUST successfully complete the Basic.fst program to PASS the CULN 31 course.

A grade of 5% will be granted when the learner passes the Basic.fst training.

A grade of 0% will be entered if the learner is unsuccessful in passing the Basic.fst training, resulting in a failing grade in the CULN 31 course.

Exemption Contact

Program Co-ordinator: Steve Moghini, Office TBA ext. 1725
E-mail: steve.moghini@flemingcollege.ca

Prior Learning and Assessment and Recognition (PLAR)

PLAR uses tools to help learners reflect on, identify, articulate, and demonstrate past learning which has been acquired through study, work and other life experiences and which is not recognized through formal transfer of credit mechanisms. PLAR options include authentic assessment activities designed by faculty that may include challenge exams, portfolio presentations, interviews, and written assignments. Learners may also be encouraged and supported to design an individual documentation package that would meet the learning requirements of the course. Any student who wishes to have any prior learning acquired through life and work experience assessed, so as to translate it into a college credit, may initiate the process by applying through the Registrar's office. For more information please click on the following link: http://flemingcollege.ca/admissions/prior-learning-assessment-and-recognition

Course Specific Policies and Procedures

It is the responsibility of the student to retain this course outline for future reference. Course outlines may be required to support applications for advanced standing and credit transfer to other educational

institutions, portfolio development, PLAR and accreditation with professional associations.

Students are encouraged to discuss their professional learning objectives, course content and delivery with the instructors.

They should also feel free to seek clarification or request sources of additional resource material related to any aspect of the course throughout the sessions. Individual daytime or office hour appointments can also be made.

1) A high level of effort and achievement will be required for success in this course. As well, regular attendance, being on-time, participation, professionalism, mutual support and goodwill are important ingredients for successful learning.

2) The learner is responsible to take all tests, participate in all class activities and hand in all assignments during the scheduled class time.

3) All reports must be word processed unless otherwise stated. In addition, they must be stapled and clearly labeled with a cover page stating your name(s), the course name and number, the professor's name, the due date, and the assignment title.

4) You are expected to do quality work. Poor quality work will be returned to students with marks deducted for sloppiness, grammatical errors, spelling errors, and incomplete work.

5) Late assignments that have not been previously negotiated with the professor will be deducted 20% per day (including Saturday and Sunday) up to a maximum of 60%, after which they will receive a grade of zero. It is incumbent upon all students to address any deadline compliance issues they may have with their faculty as soon as possible.

6) All pertinent pre-class course materials will be posted on D2L Learning System 48 hours prior to the weekly class. It is the learner's responsibility to print any handouts or course material from D2L prior to class. Any additional course supplements (i.e. additional learning handouts) may be distributed during class time. Since learners are expected to be present, it becomes the learner's responsibility to obtain such handouts.

7) The student is responsible for keeping a copy of all submitted work and records of all marked work. Students should keep returned marked work in case of a dispute. Any disputes will be taken to the teaching team for consideration.

8)   If you are late for class due to unforeseen circumstances please respect the rights of other learners and faculty and do not disturb the lesson/demonstration. You are required to notify your Chef/Professor by email and update them at the first available break as to your status. Chronic non-sanctioned lateness (i.e. 3 or more) will require the learner to meet with the Academic Chair / Dean to

be re-admitted to class.

9) Regular attendance in this course is critical for student success. Students with 3 or more non-sanctioned absences may receive a grade of zero in this course and may be required to meet with the Academic Chair / Dean to be re-admitted to class.

10) All students and instructors are required to respect the facilities and equipment. The classroom and/or labs must be cleaned and reset to the highest level of professional standards.

11) Electronic devices may be used in class, ONLY if the use pertains to the lesson at hand. All other uses will be deemed as disruptive, resulting in dismissal from the class. If you bring your electronic device to class, please keep it on silent/vibrate mode; excuse yourself from class if you need to take a call.

12) Important information and updates will be forwarded via email as part of the course requirements to students' Fleming email accounts. Please refer to Culinary Policy, Procedure and Guideline (PP&G's)/ E-Communication Policy.

13) All students are expected to work individually on all assignments and tests, unless otherwise specified. Breaches of academic integrity such as cheating or plagiarism will be reported to the registrar. Penalties for a breach in academic integrity can result in a mark of zero (0) for the activity to expulsion from the college.   For more information on academic integrity please see Fleming College – Academic Regulations.

14) The Professor and/or the Teaching team undertake to deliver the structure of the course to facilitate the meeting of the Learner Outcomes and Vocational and Generic Skills as outlined. The Professor reserves the right, after consultation with the students and the Chair/Dean, to revise the content of the course, the evaluation criteria and/or the learning sequence as occasions may arise throughout the term and it is deemed necessary to make modifications (e.g. college closure due to inclement weather, labour disputes….).

15) The labs operate on a "clean as you work" system. Students are responsible to wash, clean, sanitize and return equipment to proper storage areas throughout the lab and/or production periods. The student lead is required to complete the lab log book and have it signed by the faculty lead.

16) All students are required to stay till the end of class/ production and participate in the complete clean-up /set up process. Chronic non-sanctioned early departures may result in the learner not being admitted to the next class and may be required to meet with the Academic Chair to be re-admitted to class.

17) Fleming Culinary promotes Sustainability. It is expected that all students, faculty and staff apply such principles and promote waste reduction through composting, recycling energy use.

18) All students are required to adhere to our uniform policy (as per PP&G's); by not adhering to this policy this will result in the student not being admitted into the lab class. Students with chronic uniform issues (i.e. 3 or more) are required to meet with the Academic Chair / Dean to be re-admitted to class.