Course Information:

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Hospitality Lab</th>
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<tbody>
<tr>
<td>Course Number</td>
<td>HSMPT - 255,355,455-01</td>
</tr>
<tr>
<td>Credit Hours</td>
<td>2 Credits</td>
</tr>
<tr>
<td>Semester – Class Day/Time</td>
<td>Fall 2014, Wednesday 12-3 p.m.</td>
</tr>
<tr>
<td>Instructor</td>
<td>Nancy Williams</td>
</tr>
<tr>
<td>Office Hours</td>
<td>Tuesday 3:15-4:15, Wednesday 3:00 – 4:00 p.m., Fri. 11-12 and other times by appointment</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:nmwilliams@lcsc.edu">nmwilliams@lcsc.edu</a></td>
</tr>
<tr>
<td>Office Phone</td>
<td>208-792-2430</td>
</tr>
<tr>
<td>Office Location</td>
<td>Sam Glenn Complex, Room 206</td>
</tr>
<tr>
<td>Classroom Location</td>
<td>Sam Glenn Complex, Room 207</td>
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Required Textbook*: Essentials of Professional Cooking
Wayne Gisslen

Herbst and Herbst ISBN 0764135775 $12.00 - $16.99

* **Note – these text materials will be used for all three semester lab classes

Required Lab Supplies: (approximately $28.00 – 1 time, used for all three Lab classes) The following supplies will be available to purchase in class. You need to have your supplies for the 2nd class.
a. Chef’s Jacket – white, long sleeved
b. Baker’s white hat
c. Taylor Thermometer

Required Lab Attire: For each Class session
Personal Hygiene – clean body, hair, fingernails, close toed shoes with non slip soles
Clean white top with no writing that covers:

| arm pits |
| midriff |
| chest |

Pants that cover entire leg
While in Lab – no rings accept wedding, no dangling earrings and no nail polish.
* Note – if you are not clean shaven – you must provide your own beard protector which will be worn at all times when working in the lab.

Non-compliance with any of the Attire Requirements will prevent you from working in the Lab class for the day and you will forfeit Attendance points.

The time you spend in Lab is comparable to a work setting. The same type of professional behavior is the expectation. Take care of all of your personnel needs before class. Leaving the work site is unacceptable. If you have an emergency, speak to the instructor when there is a pause in the presentation of information. All cell phones/pagers are to be turned off.

Each and every time you leave and return to the preparation area you will wash your hands.

Course Description: This course is an appreciation of food and the standards for commercial preparation. It will address the language of a professional kitchen to assist students seeking to be managers.

Course Objectives:

At completion of the course students should be able to:

1. Describe the composition and structure of meat and explain how they relate to meat selection and cooking methods.
2. Explain the use of the federal meat inspection and grading system in selecting and purchasing meats.
3. Explain the effect that aging has on meat and identify the two primary aging methods.
4. Identify the primal cuts of beef, lamb, veal, and pork, and list the major fabricated cuts obtained from each of them.
5. Select appropriate cooking methods for the most important meat cuts, based on the meat’s tenderness and other characteristics.
6. Cook meats by roasting and baking.
7. Cook meats by broiling, grilling, and pan-broiling.
8. Cook meats by sautéing, pan-frying, and griddling.
9. Cook meats by simmering.
10. Cook meats by braising.
11. Cook variety meats.
12. Prepare variety meats.
13. Identify the characteristics of game meats and select the appropriate cooking methods. Explain the differences between light meat and dark meat, and describe how these differences affect cooking.
14. Describe four techniques that help keep chicken or turkey breast moist while cooking poultry by roasting and baking.
15. Cook poultry by broiling and grilling.
17. Cook poultry by simmering and poaching.
18. Cook poultry by braising.
19. Identify the safety, quality, and practicality concerns associated with preparing dressings and stuffings.
20. List basic ingredients for dressings and stuffings.
22. Define the following terms used to classify poultry: kind, class, and style.
23. Identify popular types of farm-raised game birds and the cooking methods appropriate to their preparation.
24. Store poultry items.
25. Determine doneness in cooked poultry, both large roasted birds and smaller birds.
26. Truss poultry for cooking.
27. Cut chicken into parts.
28. methods for them.
29. Determine doneness in cooked meat.
30. Store fresh meat and frozen meat to gain the maximum shelf life.
31. Explain how the cooking qualities of fish are affected by its lack of connective tissue.
32. Determine doneness in cooked fish.
33. Demonstrate the appropriate cooking methods for fat and lean fish.
34. List seven basic market forms of fish.
35. Dress and fillet round fish and flatfish.
36. List and describe common varieties of saltwater and freshwater fin fish used in North American food service.
37. Identify the characteristics of fresh fish, and contrast them with characteristics of not so fresh fish.
38. Store fish and fish products.
39. Understand the popular varieties of shellfish and discuss their characteristics.
40. Outline the special safe handling and cooking procedures for shellfish.
41. Open oysters and clams, split lobster, and peel and devein shrimp.
42. Cook fish and shellfish by baking.
43. Cook fish and shellfish by broiling.
44. Cook fish and shellfish by sautéing and pan-frying.
45. Cook fish and shellfish by deep-frying.
46. Cook fish and shellfish by poaching and simmering in court-bouillon.
47. Cook fish and shellfish by poaching in fumet and wine.
48. Cook fish and shellfish by mixed cooking techniques.
49. Prepare dishes made of raw seafood.
50. Describe the factors that influence texture, flavor, color, and nutritional changes when cooking vegetables.
51. Cook vegetables to their proper doneness.
52. Judge quality in cooked vegetables, based on color, appearance, texture, flavor, seasonings, and appropriateness of combination with sauces or other vegetables.
53. Perform the pre-preparation tasks for fresh vegetables.
54. Calculate yields based on trimming losses.
55. Identify vegetables that are well suited to the different vegetable cooking methods.
56. Cook vegetables by boiling and steaming.
57. Cook vegetables by sautéing and pan-frying.
58. Cook vegetables by braising.
59. Cook vegetables by baking.
60. Cook vegetables by broiling.
61. Cook vegetables by deep-frying. Determine the quality of frozen and canned vegetables.
Methods of Instruction: Assigned reading, lecture, individual class participation, group discussions, individual food preparation activities and a variety of media presentations.

Method of Evaluation: 645 total points

- **Required** – Pass a ‘Working Knowledge of Sanitation and Safety’ Test before you can work in the lab. This has to be accomplished by the end of the 2nd class period to continue in the class. **20 points**

- **Attendance/Participation** is critical to your success. You earn points for each class. You make the choice whether you keep the points or you **loose** them which determine a high percentage of your overall grade. **375 total points (25 pts. each class)**

- **1st absence** – minus 20 pts.
- **2nd absence** – grade drops to C
- **3rd absence** – failing grade

- If you are ill and feel you cannot safely work with food but can attend class – minus 15 points because you are not fulfilling your role in the team effort.

- If you are not in class when attendance is taken you are listed absent

- If you leave the class during or before the end time it is counted as an absence

- Each Lab class builds on the learning concepts of the previous class. If you are not present to learn the concepts you cannot function at full capacity in the team setting.

- **Menu Projects (3) 50 pts. ea. = 150 total points**

- **Test** – 2 – **50 pts. Ea = 100 total points**
  - These may be different for the 3 different levels (255, 355, 455)
  - One of the tests may be a practicum completed in the lab

  **Note** – **Exams will only be given during the scheduled time.**

**Grading Scale**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
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<th>Range</th>
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<tbody>
<tr>
<td>A</td>
<td>94 to 100</td>
<td>C</td>
<td>74 to 76</td>
</tr>
<tr>
<td>A-</td>
<td>90 to 93</td>
<td>C-</td>
<td>70 to 73</td>
</tr>
<tr>
<td>B+</td>
<td>87 to 89</td>
<td>D+</td>
<td>67 to 69</td>
</tr>
<tr>
<td>B</td>
<td>84 to 86</td>
<td>D</td>
<td>64 to 66</td>
</tr>
<tr>
<td>B-</td>
<td>80 to 83</td>
<td>F</td>
<td>63 + below</td>
</tr>
<tr>
<td>C+</td>
<td>77 to 79</td>
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**This Syllabus is subject to change at any time during the semester**
**Electronic Devices:**
We are in a learning environment and any distractions interrupt our purpose. All electronic communication devices are to be turned off and put out of sight. An electronic dictionary maybe used in class.

**Special Accommodations:**
If you need course adaptations or accommodations because of a disability, if you have emergency medical information to share with me, or if you need special arrangements in case the building must be evacuated, please make an appointment with me or drop by my office during office hours before the second class meeting to discuss your needs.

**Cultural Diversity:** Lewis-Clark State College enhances and promotes the free exchange of ideas in an environment that celebrates the dignity, worth and contributions of all ethnic and cultural backgrounds.

**ACCEPTABLE USE OF TECHNOLOGY POLICY:**
Students Enrolled in any BTS program or course have the right and privilege to use computer systems and networks as far as that use does not violate policies set forth by the college and the state of Idaho. All computer use must comply with the LCSC policy and procedures No. 1.108, the Appropriate Use of Technology Guidelines found at
[www.lcsc.edu/it/Policy & Procedures/LCSCFY2002AppropriateUse.htm](http://www.lcsc.edu/it/Policy & Procedures/LCSCFY2002AppropriateUse.htm) and state of Idaho Executive Order No. 2005-22. Users must respect the rights of other users, respect the integrity of the systems and related physical resources, and observe all relevant laws, regulations, and contractual obligations. Since electronic information is volatile and easily reproduced, users must exercise care in acknowledging and respecting the work of others through strict adherence to software licensing agreements and copyright laws.

**Syllabus Addendum**

**Consumer Information**
In 2008, the federal government required all post-secondary institutions offering federal financial aid programs to provide key data to both prospective and current students. To comply with this requirement, Lewis-Clark State College has developed a consumer information page, which may be accessed at [http://www.lcsc.edu/student-consumer-information](http://www.lcsc.edu/student-consumer-information)

**Disability Accommodations**
Students requiring special accommodations or course adaptations due to a disability and/or a health-related issue should consult their course instructors and the LCSC Student Counseling Center immediately (RCH 111, 792-2211). Official documentation may be required in order to provide an accommodation and/or adaptation.
Student Rights and Responsibilities
Students have the responsibility for knowing their program requirements, course requirements, and other information associated with their enrollment at LCSC. Students should review the LCSC General Catalog (http://www.lcsc.edu/catalog/) and the LCSC Student Handbook (available at http://www.lcsc.edu/studentservices/contactus.htm) for more information.

Accidents/Student Insurance
Students participating in LCSC classes normally must look to their personal health insurance policy (Student Health Insurance Plan or comparable private coverage) should an accident occur. In the event of an accident, please seek medical help, if necessary, and report the incident to LCSC Security (792-2226). Fieldtrips or other special student activities may also require students to submit a signed participation waiver (forms can be obtained from the supporting Division Office).

Enrollment Verification/Attendance
Students who are not actively pursuing their classes may have to repay part or all of their financial aid awards depending upon the circumstances.

Academic Dishonesty
Academic dishonesty, which includes cheating and plagiarism, is not tolerated at LCSC. Individual faculty members will impose their own policies and sanctions regarding academic dishonesty. Students who are accused of being academically dishonest may be referred to the VP for Student Affairs for official disciplinary action.

Illegal File Sharing
Students using LCSC’s computers and/or computer network must comply with the college’s appropriate use policies and are prohibited from illegally downloading or sharing data files of any kind. Specific information about the college’s technology policies and its protocols for combating illegal file sharing may be found on the VP for Student Affairs’ web page (http://www.lcsc.edu/studentservices/).

Diversity Vision Statement
Regardless of race, color, age, sex, religion, national origin, disability, veteran status, or sexual orientation, you will be treated and respected as a human being.
http://www.lcsc.edu/culturaldiversity/

Disclosures
During this course, if you elect to discuss information with me which you consider to be sensitive or personal in nature and not to be shared with others, please state this clearly. Your confidentiality in these circumstances will be respected unless upholding that confidentiality could reasonably put you, other students, other members of the campus community, or me in danger. In those cases or when I am bound by law to report what you have told me, such as incidents involving sexual assault or other violent acts, I will submit a report to appropriate campus authorities.

**Updated January 2014**