



Culinary Arts Department

CHEF 1340

Meat Preparation and Cooking

Course Description: Study of the preparation, composition, and cooking techniques for the most common proteins, like eggs, beef, pork, lamb, poultry, seafood, and game. Includes moist, dry, and combination cooking methods as related to both classical and modern methods of preparation of dishes.

Instructor:

Chef Kevin M. Booker, CCC

Email: kbooker@southplainscollege.edu

Phone: (806) 716-4315

Office Hours: LBC146, Monday/Wednesday 11:00am – 2:00pm, Friday 9:00am – 11:00pm
by appointment only (email to schedule)

Class Hours and Room:

Lab D

M/W: 2:30pm – 5:30pm

T/TH: 8:00am – 11:00am, 1:00pm – 4:00pm

Exam Schedule: Chapter tests are assigned on MyCulinary Lab. The Final will be a Practical Exam and a Written Exam held in the Culinary Lab, dates and times TBD.

Resource Text: On Cooking Plus MyLab Culinary and Pearson Kitchen Manager (*All ready purchased for Chef 1301 Basic Food Preparation*)

Required Materials: One - 3 ring binder with plastic page covers

Online homework can be found under the **Course Content** Tab on the Blackboard Homepage. Lecture resources, daily syllabi, recipes and handouts are available for student download under the **Course Recourses** Tab.

NOTE: You can log into MYCulinary Lab through Blackboard under the **Course Recourses** tab.

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.

Grading Policy:

HOMEWORK:

1. Homework Assignments will be assigned online through **Blackboard MyCulinary Lab** throughout the semester. The due dates for each assignment are posted and DUE THE DATE POSTED, unless changed by instructor. Assignment dates are also on the Daily Syllabus for ease of reference.

CHEATING/ PLAGURISM

2. 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".

ATTENDANCE

3. Class attendance and attention will be crucial to the student's successful completion of this course. Attendance will be taken, you are **allowed ONE excused absences throughout the semester**, but are expected to complete all assignments by the due date. IF STUDENTS ARE ABSENT ON LAB DAYS, THEIR DAILY GRADE WILL BE GREATLY AFFECTED AND THERE WILL BE NO MAKE UP LAB. May be altered due to Covid-19.

4. The grading scale is as follows:

| | |
|----------|---|
| 90-100 | A |
| 80-89 | B |
| 70-79 | C |
| 60-69 | D |
| Below 60 | F |

5. The grading will be based on the following assignment:

| | |
|-----------------------|-------------|
| Homework: | 10% |
| Quizzes: | 10% |
| Tests: | 20% |
| Lab Grade: | 40% |
| Written Final Exam: | 10% |
| Practical Final Exam: | 10% |
| | <u>100%</u> |

6. 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.
7. If you feel you need out of class help, please visit with your Instructor during office hours.

Notes:

- Online assignments and homework due dates will vary for each chapter. Keeping this in mind, it is the student's responsibility to be aware of due date and complete all assignments within allotted timeframe.
- There might be a possibility for extra credit or a bonus sometime during the semester. 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 **Finals** for this course will be a Practical Exam and a Written Exam to be held in Lab D, date and time is TBD.
- If you need 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 show proof valid reason for the schedule change to your instructor, prior to the exam date, in order to take an exam at a different time.

NOTEBOOKS/ LAB BOOKS/ RECIPES

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. Special assignments, quizzes or research

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

Student Services:

As a student of South Plains College, there are multiple services available to you at no extra charge. To access these services or find out more about them; from the SPC home page click on "Student Services" tab, then click on "Health and Wellness", then on the drop-down menu click "- Health and Wellness" again. These services include **Mental Health Resources, Counseling @ SPC, Student Health, Disability Services, Drug & Alcohol Prevention, Title IX Pregnancy, Emergency Resources** (The South Plains College Emergency Resources Listing is where you can find community food assistance, help paying bills, and other free or reduced cost programs available to students and the community.), and **Texan Food Pantry** (The Texan Food Pantry provides non-perishable food and toiletries to any currently enrolled South Plains College student or employee who need a little extra help.).

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.

TARDY / LATE: any time after the exact start of class. 3 TARDY/ LATES will result in a deduction of points from your lab grade.

EXCESSIVE TARDINESS is defined as more than 4 in a semester. Excessive tardiness will result in an unexcused absence.

Prepared Means:

- Proper/clean uniform, hat, apron and side towels
- Non-slip closed toe shoes
- Proper hygiene
 - Showered, shaved, hair clean, and pulled back if necessary
 - Clean fingernails, well-trimmed, no nail polish, fake nails or false eyelashes
 - Meaning fingernails shall not extend beyond the fingertip
 - No heavy colognes or perfumes
 - No jewelry, watches (a 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. Cellphones with permission will be placed on Chef's table.
- All students will have Lab books/notes/ recipes on table prior to class
- Student will have at all times
 - 1 BLACK sharpie, 1 pen (click type or capped) and 1 personal thermometer
 - Clean and sanitized knife kit.
 - Knives are to be sharpened, honed prior to class

STUDENT ABSENCES

- No more than 3 absences, excused or non-excused are allowed.
- More than 3 absences will result in an automatic withdrawal for the class
- If you are sick you will notify the Chef by text 1 hour prior to class.

COMMUNICATION:

With the Chef:

- Address the Chef by "chef" and the last name only.
- If the Chef gives an instruction, direction or constructive criticism the culinarian will respond, in a normal voice level.
 - "yes Chef"
 - "thank you, Chef"

EXPECTATIONS:

- A culinarian must be able to communicate both orally and in writing with other culinarians
- A culinarian is required to have knowledge of communication through body language and non-verbal cues.
- A culinarian is polite and greets the Chef and peers properly at the beginning of each class

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.

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.

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.

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 for assistance.

OPTIONAL STATEMENT - 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.

MEAT
PREPARATION-
CHEF 1340

| WEEK | DAYS | TOPICS | ON COOKING |
|--------------------|------|---------------------------------------|-------------------|
| 1: 1/16 - 1/19 | 1 | Orientation / Syllabus / Expectations | |
| | 2 | Basic Food Prep Review | |
| 2: 1/23 - 1/26 | 3 | Eggs / Lecture | Chapter 21 |
| | 4 | Eggs / Lab | |
| 3: 1/30 - 2/2 | 5 | Poultry/ Lecture | Chapter 18 |
| | 6 | Poultry / Lab | |
| 4: 2/6 - 2/9 | 7 | Poultry / Lab | |
| | 8 | Principles of Meat Cookery / Lecture | Chapter 13 |
| 5: 2/13 - 2/16 | 9 | Principles of Meat Cookery / Lab | |
| | 10 | Principles of Meat Cookery / Lab | |
| 6: 2/20 - 2/23 | 11 | Beef / Lecture | Chapter 14 |
| | 12 | Beef / Lab | |
| 7: 2/27 - 3/2 | 13 | Beef / Lab | |
| | 14 | Beef / Lab | |
| 8: 3/6 - 3/9 | 15 | Veal / Lecture | Chapter 15 |
| | 16 | Veal / Lab | |
| 3/13 - 3/16 | | Spring Break | |
| 9: 3/20 - 3/23 | 17 | Fish, Seafood / Lecture | Chapter 20 |
| | 18 | Fish, Seafood / Lab | |
| 10: 3/27 - 3/30 | 19 | Fish, Seafood / Lab | |
| | 20 | Fish, Seafood / Lab | |
| 11: 4/3 - 4/6 | 21 | Pork / Lecture | Chapter 17 |
| | 22 | Pork / Lab | |
| 12: 4/10 - 4/13 | 23 | Pork / Lab | |
| | 24 | Game/ Lecture | Chapter 19 |
| 13: 4/17 - 4/20 | 25 | Bad Weather Make up Day | |
| | 26 | Lamb / Lecture | Chapter 16 |
| 14: 4/24 - 4/27 | 27 | Lamb / Lab | |
| | 28 | REVIEW FOR FINAL | |
| 15: 5/1 - 5/4 | 29 | FINAL PRACTICAL | |
| | 30 | FINAL WRITTEN | |
| 16: 5/8 - 5/11 | 31 | DEEP CLEAN | |
| | 32 | DEEP CLEAN | |