

**ODESSA COLLEGE  
CULINARY ARTS**

**201 West University  
Odessa, Texas 79764**

**COURSE SYLLABUS**

**COURSE NUMBER** : CHEF 1301

**COURSE TITLE** : Basic Food Preparation

**CREDIT HOURS** : 3  
[Lecture hours: 16, Laboratory hours: 48]

**PREREQUISITES** : NONE

**COREQUISITES** : CHEF 2302 - Saucier  
CHEF 2201 – Intermediate Food Preparation  
OR Permission of the Instructor

**CATALOG DESCRIPTION** :  
A study of the fundamental principles of food preparation and cookery to include the Brigade System, cooking techniques, material handling, heat transfer, sanitation, safety, nutrition, and professionalism. (Scans 1, 3, 7, 8). Lab fee required.

**TEXTBOOK:** Professional Cooking, Wayne Gisslen, John Wiley and Sons, 7th Edition

**SUPPLIES:**

- Chef's Uniform with Cap
- Tool Box
- French Knife: 8" or 10" blade
- Boning Knife: 6" blade, stiff/rigid
- Paring Knife: 3 ¼" blade
- Sandwich Spreader: 3 ½" blade
- French Whip: 14"
- Piano Whip: 14"
- 2 Vegetable Peelers
- 4 Pastry Brushes
- Cook's Fork: 6 ½" tines
- Roast Beef Slicer: 12" blade/scalloped
- Measuring Cups
- Pocket Calculator

## LEARNING OUTCOMES:

After completing this course the student should be able to demonstrate the following competencies:

- Identify and describe the various kitchen stations in commercial food service operations.
- Identify and correctly operate major pieces of food service equipment.
- Define culinary terms and concepts and be able to spell those terms correctly.
- \*Read, convert and determine food quantities for recipes.
- \*Demonstrate the correct food preparation and cooking procedures for desire menu items being prepared.
- \*Prepare, cook, finish for service and evaluate meats, fish, vegetables and starch food items in accordance with menu items.
- \*Employs correct sanitation procedures and principles associated with the storage, holding, preparation and service of menu items.
- Exhibits a professional attitude towards his or her chosen vocation.
- \*Organizes work assignments.
- \*Relates Positively with other students.
- \*Supports a team approach to work out-put functions.

## \*\* INDICATES INTEGRATED, CORE CURRICULUM SKILLS

(Math, Reading, Communication, Technological Literacy and/or Critical Thinking)

## COURSE REQUIREMENTS:

See Instructor Information Sheet for specific course requirements.

## METHOD OF EVALUATION:

See Instructor Information Sheet for specific course requirements.

## ATTENDANCE POLICY:

Your attendance is the greatest predictor of your success. **Student attendance at EVERY class is expected.** You should expect that each absence will adversely affect your course grade. Please see the instructor regarding anticipated absences or conflicts due to college sponsored activities.

## ACADEMIC ETHICS:

You will be provided with a daily laboratory and production schedule which will tell you what must be prepared within the time frame of the class session. It is expected that you will prepare recipe cards with the correct conversions for desired quantities. You must organize your work task assignments with emphasis on assembly, weighing, following proper construction principles, cooking and determining the degree of doneness. You are expected to do the outside readings, as provided on the reading schedule.

### **SANITATION REQUIREMENTS:**

- Leave your jewelry at home.
- Fingernails should be short, free of nail polish, and clean of grease, grime and whatever else is there. No fake nails.
- Prior to handling food items, the hands must be washed in hot water with soap and sanitized with hand sanitizing solution.
- Hands must be free of cuts, sores and other skin abrasions.
- Smoking is not permitted in the kitchen or classroom and is detrimental to your taste buds as well as a health hazard.
- Chewing gum in class is not permitted.
- Chef's attire is required for work in the laboratory.
- The student is expected to present a professional appearance which means attention to personal grooming is expected.
- Strict sanitation principles must be adhered to in the preparation of food.

### **COMPLIANCE TO THE ABOVE REQUIREMENTS MANDATED BY THE TEXAS HEALTH DEPARTMENT AND TARRANT COUNTY BOARD OF HEALTH.**

### **STUDENT ASSISTANCE:**

The following resources are available to assist you in successful completion of this course:

- A. **Tutoring Center Services** – call 335-6878 or stop by LRC 301
  1. Peer Tutoring Available

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**INSTRUCTOR** : **Myra Nunez**  
**Office Phone** : **335-6867**  
**Laboratory Phone** : **335-6324**  
**E-Mail** : **mnunez@odessa.edu**

**COURSE NUMBER** : **CHEF 1301**

**COURSE TITLE** : **Basic Food Preparation**

**ALL STUDENTS ARE EXPECTED TO:**

1. Take all of the course quizzes and the comprehensive examination.
2. Complete all laboratory and production assignments.
3. Attend all class sessions.
4. Exhibit a professional attitude towards their assigned duties, kitchen equipment and classmates at all times.

**METHOD OF EVALUATION**

**GRADING CRITERIA:**

- |                           |     |
|---------------------------|-----|
| 1. Laboratory assignments | 40% |
| 2. Examinations           | 25% |
| 3. Attendance             | 10% |
| 4. Quizzes                | 15% |
| 5. Work ethics            | 10% |

**COURSE REQUIREMENT DEADLINES:**

Credit will be given for ONLY those quizzes and the comprehensive examination completed on assigned days, unless you make **prior** arrangement with the instructor.

**ATTENDANCE POLICY:**

See policy in the **COURSE SYLLABUS**

Note: Students who leave class early will not receive full credit for WORK ETHICS for that class period.

**ACADEMIC ETHICS:**

See policy in the **COURSE SYLLABUS**

## **WORK ETHICS:**

The student is expected to:

1. Be on time for all classes and laboratories.
2. Be prepared for all classes and laboratories.
3. Be in appropriate attire for classes and laboratories.
4. Maintain work assigned area in an orderly and sanitary condition.
5. Refrain from unwarranted conversations, horseplay or otherwise distracting conduct.
6. Perform clean-up as a member of a team.
7. Cooperate with classmates and functions as a member of a team.

## **IMPORTANT NOTE TO STUDENTS:**

It is the policy of this instructor to help you complete this course. If you believe that you cannot complete this class due to medical, family, financial, social, job related or other problems or conflicts, you should see your instructor to discuss your options **PRIOR TO THE FINAL DROP DATE.**

## **COURSE OUTLINE:**

Introduction to Kitchen Basics

### WEEK 1

- 1.1 Positions of the kitchen.
- 1.2 Types of food service establishments
- 1.3 Identification and usage of hand tools
- 1.4 Weights and measures.
- 1.5 Recipe interpretation.
- 1.6 Recipe conversions.
- 1.7 Sanitation and safety.

Introduction to the Laboratory

- 1.8 Identification of equipment.
- 1.9 Cleaning and dishwashing procedures.

### WEEK 2

- 2.0 Proper use and storage of equipment
- 2.1 Knife sharpening and usage
- 2.2 Basic knife cuts
- 2.3 Brunoise, paysanne, julienne, fermiere, hache, emince, diagonal, tourney, rondelle, 3-in-1
- 2.4 Mirepoix and functions.
- 2.5 Types of cooking categories: dry, moist, combination.
- 2.6 Purpose of cooking strategy.
- 2.7 Roasting.
- 2.8 Poaching.
- 2.9 Broiling.
- 3.0 Sautéing.

### WEEK 3

- 3.1 Meat, poultry and game identification
- 3.2 Basic carcass divisions.

- 3.3 Market forms.
- 3.4 Offal meats.
- 3.5 Kosher meats.
- 3.6 Cooking strategies for various cuts of meat.
- 3.7 Menus: static, a la carte, table d'hotel, price fixe
- 3.8 Recipes: Purpose, standard forms, usage.
- 3.9 Recipe conversion.

#### WEEK 4

- 4.0 Measurements and equivalents.
- 4.1 Roasting, poaching, sautéing.
- 4.2 Fish and shellfish identification.
- 4.3 Cooking methods.
- 4.4 Baking, poaching, broiling, sautéing.
- 4.5 Deep frying, pan frying.
- 4.6 Usage and cleaning procedures of deep fryer.
- 4.7 Cooking methods for vegetables.
- 4.8 Potatoes, grains, pastas and dumplings.
- 4.9 Vegetable cooking: steaming, blanching, braising.

#### WEEK 5

- 5.0 Rice: steaming, baking, boiling.
- 5.1 Meat cooking: Sautéing, roasting, grilling
- 5.2 Garnish: Purpose and usage.
- 5.3 Basic decorative garnishes: tomato rose, potato rose, radish tulip, lemon basket, strawberry fans.
- 5.4 Spices and herbs.
- 5.5 Seasoning blends.
- 5.6 Usage of seasonings, spices, herbs and condiments.
- 5.7 Menu organization and production.
- 5.8 The concept of mise en place.
- 5.9 Organization of work stations.
- 6.0 Table settings and table service.
- 6.1 Buffet set-up: Layout, chaffing dishes, skirting, decorative platters.
- 6.2 Meal production: roast pork loin, baked chicken, baked stuffed potatoes, sautéed vegetables.
- 6.3 Meal evaluation.
- 6.4 Production evaluation and trouble shooting.
- 6.5 Menu evaluation and discussion on plating and plate presentation.
- 6.6 Meal production: New England boiled dinner, poached fish, rice pilaf, green beans with bacon, shallots mushrooms.
- 6.7 Meal production: Yankee pot roast of beef, boiled vegetables, steamed peas.
- 6.8 Meal production: chicken cacciatore, spaghetti, steamed broccoli, gnocchi, baba rum.
- 6.9 Meal production: fried chicken, chicken fried steak, cottage potatoes, potatoes au gratin, Mexican style corn.
- 7.0 Meal production: seafood medley in Newburg sauce, shrimp en brochette, rice pilaf, julienne carrots, zucchini Provencal.