

FLEMING

Course Outline

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|--|---|-----------------------|-----------|
| Course Title: | Basic Culinary Techniques | | |
| Course Number: | CULN31 | Approval Date: | 2022/8/30 |
| Course Hours: | 75 hours | Academic Year: | 2022 |
| Academic School: | School of Trades & Technology | | |
| Faculty: | Steve Moghini - steve.moghini@flemingcollege.ca | | |
| Program Co-ordinator or Equivalent: | Steve Moghini - steve.moghini@flemingcollege.ca | | |
| Dean (or Chair): | Nick Stone - nick.stone@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

Work Integrated Learning: Apprenticeship

Course Delivery Type

Face to face.

All course hours are delivered in person at the delivery location specified on the academic timetable.

Learning Outcomes

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

1. Apply components of safety and sanitation in a food service environment as defined by industry health and safety standards
2. Develop fundamental cooking skills in a sustainable culinary lab setting
3. Perform effectively as a member of a food production team

4. Identify basic nutritional principles as they relate to food service operations
5. Demonstrate professional behavior and communication in a commercial kitchen
6. Execute aspects of cost control measures in the food service operations

Learning Outcome 1

It is the the utmost importance that this outcome is followed and will be enforced in all lab activities.

Learning Resources

- Gisslen, Wayne. (2018). **Professional Cooking for Canadian Chefs** (9th edition). New Jersey: John Wiley & Sons.
- Traincan, **Basic fst Food Safety Training in Canada**
- Traincan, **Allergen Training for the Foodservice and Retail Industry**
- Fleming Culinary - **Policies, Procedures & Guidelines** (PP&G`s)
- Calculator
- Full Chefs uniform **Dress Code Policy (PP&G`s)
- Knives/Small wares
- Pocket Thermometers
- Marker and pen
- DUE: Weekly - Lab Packages

Assessment Summary

| Assessment Task | Percentage |
|---------------------|------------|
| In-class activities | 5% |
| Applied Learning | 77% |
| Tests | 18% |

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>)

If you will need academic accommodations (for example if you have a learning disability, mental health condition such as anxiety or depression or if you had an IEP in high school), please contact the [Accessible Education Services \(AES\)](https://department.flemingcollege.ca/aes/) department (<https://department.flemingcollege.ca/aes/>) to meet with a counsellor.

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

Program Standards

The **Ministry of Colleges and Universities** oversees the development and the review of standards for programs of instruction. The **Ministry of Labour Training and Skills Development** oversees the development and the review of standards for programs of instruction for Apprenticeship training in the province of Ontario. 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 Colleges and Universities](#) (MCU). 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 MCU link (www.tcu.gov.on.ca/pepg/audiences/colleges/progstan/).

Detail Plan

Term: 2023 Winter

Session Code: CUL

Faculty: Natalie Wood - Natalie.Wood@flemingcollege.ca
 Robert Foster - Robert.Foster@flemingcollege.ca

Program Co-ordinator or Equivalent: Steven Bennis - steven.bennis@flemingcollege.ca

Dean (or Chair): Nick Stone - nick.stone@flemingcollege.ca

Learning Plan

| Wks/Hrs Units | Topics, Resources, Learning, Activities | Learning Outcomes | Assessment |
|--------------------------|--|------------------------------|---|
| Week 1 | Lab Orientation | 1-6 | Performance Evaluation Sous Chefs - Ongoing |
| Week 2 | Precision Cuts & Knife SkillsChapter 7 | 1-6 | Performance Evaluation |
| Week 3 | StocksChapter 8 | 1-6 | Performance Evaluation |
| Week 4 | Sauces - Part 1Chapter 9 | 1-6 | Performance Evaluation |
| Week 5 | Sauces - Part 2Chapter 9 | 1-6 | Performance Evaluation |
| Week 6 | SoupsChapter 10 | 1-6 | Performance Evaluation |
| Week 7 | SandwichesChapter 23 | 1-6 | Performance Evaluation |
| Week 8 | Independent Study Week | | |
| Week 9 | Breakfast CookeryChapter 25 | 1-6 | Performance Evaluation |
| Week 10 | Salads and DressingsChapter 22 | 1-6 | Performance Evaluation |
| Week 11 | PotatoesChapter 13 | 1-6 | Performance Evaluation |
| Week 12 | Legumes & GrainsChapter 14 | 1-6 | Performance Evaluation |
| Week 13 | Pasta CookeryChapter 14 | 1-6 | Performance Evaluation |
| Week 14 | Vegetable CookeryChapters 11 & 12 | 1-6 | Performance Evaluation |
| Week 15 | Final Test - Practical | 1-6 | Final Test |

Assessment Requirements

| Assessment Task | Date/Weeks | Course Learning Outcome | Percentage |
|--|-------------------|------------------------------------|-------------------|
| Performance Evaluation - Chef (the 12 @ 6.5% out of 13 best labs marks will count) | Weeks 1 to 14 | 1 to 6 | 78% |
| Sous Chef - Practical | Weeks 1 to 14 | 1 to 6 | 4% |

| Assessment Task | Date/Weeks | Course Learning Outcome | Percentage |
|----------------------|------------|-------------------------|------------|
| Final Practical Test | Week 15 | 1 to 6 | 18% |

Exemption Contact

Program Coordinator: Steve Bennis, Office: B3163, Phone: (705) 749-5530 Ext 1235,

E-mail: steven.bennis@flamingcollege.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://flamingcollege.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.

Synchronous sessions may be recorded. As a result, your image, voice, name, personal views and opinions, and course work may be collected under legal authority of section 2 of the Ontario Colleges of Applied Arts and Technology Act, 2002. This information will be used for the purpose of supporting student learning. Any questions about this collection can be directed to the Privacy and Policy Officer at freedomofinformation@flamingcollege.ca or by mail to 599 Brealey Drive, Peterborough, ON K9J 7B1.

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 typed, or 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 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 in a proactive manner

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 and meet with the course faculty in case of a dispute.

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 to be re-admitted to class.

9) Regular attendance in this course is critical for student success. Chronic non-sanctioned absences (i.e., 3 or more) will require the learner to meet with the Academic Chair 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') # 010 / 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) Online class sessions will be recorded. As a result, your image, voice, name, personal views and opinions, and course work may be collected under legal authority of section 2 of the Ontario Colleges of Applied Arts and Technology Act, 2002. This information will be used for the purpose of supporting student learning. Any questions about this collection can be directed to the Privacy and Policy Officer at freedomofinformation@flemingcollege.ca or by mail to 599 Brealey Drive, Peterborough, ON K9J 7B1.

15) 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...).

16) 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 logbook and have it signed by the faculty lead.

17) All students are required to stay until the end of class/ production and participate in the complete clean-up /set up process.

18) 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.

19) All students are required to adhere to our uniform policy; by not adhering to this policy this will result in the student not being admitted into the lab class (PP&G # 004a). Students not admitted to class will be recorded as a non-sanctioned absence.

20) All students are required to complete the required Lab Package as stated in the syllabus; by not adhering to this policy this will result in the student not being admitted into the lab class. Students not admitted to class will be recorded as a non-sanctioned absence.

21) Any student who exhibits sign of alcohol, medical (including CBD and medications that impaired cognitive and/or motor skills) or prohibited substance consumption will not be admitted to the lab or Restaurant Operations activity. Due to safety concerns in a culinary lab and/or restaurant setting, there is zero-tolerance to this policy.