

**Basic Food Preparation**  
**CHEF – 1301**  
**Northeast Texas Community College**  
**Course Syllabus**

**Professor: Chef Charles Reeves**

NTCC Culinary Center  
Our Place Restaurant, Downtown Pittsburg  
114 Jefferson St.  
Office: (903) 434-8333  
Class Hours: Monday & Wednesday 8:00-12:50  
Email: [creeves@ntcc.edu](mailto:creeves@ntcc.edu)

The **Culinary Art Program** underscore the fundamental of modern classical cooking with a focus on taste, aroma, and artful presentation.

**Course Description**

A study of fundamental principles of food preparation and cookery to include Brigade System, cooking techniques, material handling, heat transfer, sanitation, safety, nutrition, and professionalism.

**Learning Outcomes**

Demonstrate skills in knife, tool and equipment handling, and operate equipment safely and correctly; demonstrate proficiency in dry and moist heat cooking methods; produce a variety of food products applying principles of food handling and preparation; and implement professional standards in food production.

**Textbook**

Professional Cooking – Wayne Gisslen – Seventh Edition

**Teaching Methods**

- Please come to class with a ***positive attitude*** to ensure success in the classroom.
- Dress Code:
  1. Student shall abide by the dress code established by the Culinary Department.
    - A.) Proper Dress Code
      - a. Chef Coat
      - b. Chef Pant
      - c. Chef Hat or Head Cover
      - d. Kitchen Shoes
      - e. Knife Set
    - B.) Student should arrive on time and fully dressed for all classes.
- Become knowledgeable of food terminology and equipment throughout the kitchen.
- All students must DO reading assignment of the textbook and come prepared!!!!
- Remember, this is a college course and it is crucial to be prepared for every class
- Class Disruptions (cell phones, pagers, leaving during class, side conversations, etc.) Please turn all devices off during class.

**\*\*IMPORTANT NOTE: Students who have poor attendance and little participation in classroom discussion will receive a grade of "F".**

**Rules:**

*Students must be on time and complete uniform.*  
**Do not leave without notifying the instructor.**  
**Come with book and approved tool kit.**  
**No cell phone allowed during class or lab time.**  
**Hair must be restrained by a hat or hairnet.**

**College and Department regulations with regards to absenteeism:**

The Culinary Arts will allow (3) unexcused absences per semester before being dropped from the class. Excused absences will be; jury duty, death in the immediate family, military duty and unforeseen circumstances. It is the responsibility of the student to make up material outside of class time.

**Evaluation and Grading Criteria**

Participation/Attendance	30%
Assignments/Quizzes	20%
Projects	10%
Presentation/Professionalism	10%
Final Examination	<u>30%</u>
<b>TOTAL:</b>	100%

**Grading:**

One (2) major 150 point examinations, evenly spaced through the semester, will be given. A daily grade totaling 200 points will be collected from a series of assignments, lab work and activities, quizzes and daily participation. Team/individual project assigned by instructor will count toward the daily grade. A comprehensive final exam will contribute 300 points to the final grade

Major Exams (2)	300 Points
Participation/Attendance	200 Points
Presentation/Professionalism	100 Points
Daily Grade/Projects	200 Points
Weekly Comprehensive Quizzes	<u>100 Points</u>
<b>TOTAL POINTS:</b>	900 Points

**Grade Totals:**

A= 900 – 800 points  
B= 799 – 600 points  
C= 599 – 400 points  
D= 399 – 200 points  
F= 199 points or below

**Topics:** *(This is merely a course outline and is subject to change with prior notice.)*

**Lectures & Discussions:**

***Chapter #1***

- Standards of Professionalism
- Math in Kitchen (Quiz)
- Lab

***Chapter #2***

- Standards of Professionalism (Safety)
- Demonstrate skills in knife
- Math in Kitchen
- Lab

***Chapter #3***

- Cooking Terms
- Demonstrate skills in knife
- Tool and equipment handling
- Math in Kitchen
- Lab

***Chapter #4***

- Basic Cooking Principles
- Demonstrate skills in knife
- Lab

***Chapter #5***

- Total Yield
- Converting Recipes
- Serving Size

***Chapter #6***

- Mise En Place
- Preliminary Cooking and Flavoring
- Preparation for Frying & Saute
- Lab

***Chapter #8***

- Mirepoix & Stocks
- Roux
- Glazes & Sauces
- Lab

### **Accommodations for Students with Disabilities**

If a student should need special accommodations due to a physical or learning challenge, the student should meet with the Coordinator of Special Populations. Please note students are responsible for providing appropriate documentation of a disability by way of a physical, psychological or educational evaluation or referral from a rehabilitation agency (such as the Texas Rehabilitation Commission). The required documentation should state clearly the need for accommodations and that the disability meets ADA standards. This process must be completed before any accommodations can be arranged. Applications must be made prior to start of each semester to allow for sufficient time for coordination of services. Accommodation services are reviewed every semester upon the request of the student. Current or prospective students who have concerns regarding support services should contact the Coordinator of Special Populations within the College Connection Center or call 903-434-8202.