SYLLABUS
CUL 101
PRINCIPLES OF FOOD PRODUCTION I

Technical College of the Lowcountry
Main Campus
921 Ribaut Road ~ PO Box 1288
Beaufort, SC 29901-1288

Chef Miles Huff
Dean, Culinary and Hospitality Division
Office: Building 2, Room 206
Office Phone: 843-470-6046
Email: mhuff@tcl.edu

Introduction
Required by TCL Procedure 3-1-301.10 titled, “Course Syllabus”
➢ The syllabus is an outline of the course material, does not constitute a contract, and is subject to
change with an adequate notice.
➢ User Responsibility on Use and Duplication of Computer Software (TCL Procedure 7-1-702.5).
Students are responsible for the legal use of computer software and applicable copyright laws and
are prohibited from copying software on College computers and from installing personal software.
➢ ADA Statement: The Technical College of the Lowcountry provides access, equal opportunity, and
reasonable accommodation in its services, programs, activities, education, and employment for
individuals with disabilities. To request disability accommodation, contact the counselor for students
with disabilities during the first 10 days of the academic term.

Course Description
Reference: South Carolina Technical College System Catalog of Approved Courses

CUL 101 Principles of Food Production I
3 Semester Hour Credits
Method of Instruction: Lecture/demonstration and hands-on laboratory
Prerequisites: ENG 100, MAT 032/012, RDG 100
Corequisite: HOS 155 Hospitality Sanitation*

*Corequisite: HOS 155 Hospitality Sanitation is offered every semester and must be completed
before or during enrollment in this course. In lieu of taking HOS 155, a current National Restaurant
Association ServSafe Manager’s certificate satisfies this requirement.

This is an introductory course in food preparation, including kitchen safety and sanitation. Emphasis
is placed on the practical presentation of simple foods, terminology, and techniques of preparation
of nutritious quality food.

Course Focus
Emphasis is placed on the product identification, terminology, purchasing, developing requisitions, and
techniques of inventory organization.
Course Objectives/Learning Outcomes/Goals
By the end of this course, students will be able to:
➢ Demonstrate the safe and efficient use of restaurant equipment by utilizing the equipment and demonstrating proficiency through the equipment.
➢ Demonstrate proper knife skills and classical cuts according to the dimensions shown in class. Demonstrate how to properly handle and sharpen knives utilizing the techniques demonstrated and practiced in class.
➢ Explain each basic principle of using seasonings and flavorings to enhance foods to include the use of herbs and spices.
➢ Describe the principles of making stock and demonstrate the ability to prepare a variety of stocks.
➢ Describe the different classifications of soup and demonstrate the ability to prepare a variety of soups.
➢ Describe the composition of eggs and apply various cooking methods to eggs.
➢ Identify a variety of potatoes, grains and pasta and prepare various starches using different cooking techniques.

Evaluation Criteria and Grading
Your performance objective and exams will be translated to points and the points to grades. Your grade will be based on the percentage of points earned/the total number of points possible. The grading scale for this course is as follows:
A= 90-100%  B= 80-89%  C= 70-79%  D= 60-69%  F= 0-59%

Required Texts
The following items are required and available for purchase in the bookstore.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ISBN</td>
<td>978-0134-4419-00</td>
<td></td>
</tr>
</tbody>
</table>

Required Uniform Items
All students of the Culinary Institute of the South are considered ambassadors for the college. Accordingly, the wear of professional uniforms is very important in the classroom and in the community. The following items, offered in the college bookstore, are required to ensure uniformity.

<table>
<thead>
<tr>
<th>Category</th>
<th>Item Description</th>
<th>SKU</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uniform</td>
<td>Mercer Millennia White Jackets</td>
<td>2001253</td>
<td>2 each</td>
</tr>
<tr>
<td>Uniform</td>
<td>Culinary Institute embroidered patch</td>
<td>2001205</td>
<td>2 each</td>
</tr>
<tr>
<td>Uniform</td>
<td>Mercer Millennia Hounds-tooth Pants</td>
<td>2001254</td>
<td>2 each</td>
</tr>
<tr>
<td>Uniform</td>
<td>Mercer Black Skull Cap</td>
<td>76530191127</td>
<td>2 each</td>
</tr>
<tr>
<td>Apron</td>
<td>Mercer Millennia Black Apron</td>
<td>76530191590</td>
<td>2 each</td>
</tr>
<tr>
<td>Towels</td>
<td>Mercer White Side Towels</td>
<td>2001252</td>
<td>1 (6-pack)</td>
</tr>
</tbody>
</table>

Last updated on 1-25-2020
Required Equipment and Technology
The following items, offered in the college bookstore, are required and ensure uniformity.

<table>
<thead>
<tr>
<th>Category</th>
<th>Item Description</th>
<th>SKU</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment</td>
<td>Mercer Knife Kit designed by TCL Culinary and Hospitality Division</td>
<td>76530194776</td>
<td>1</td>
</tr>
<tr>
<td>Technology</td>
<td>Handheld calculator, access to a computer and or computer lab, access to Blackboard</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Student Contributions
This course is part of a program that is designed to prepare students for careers in hospitality and tourism fields. The following outlines the college’s minimum expectations from students enrolled in this course.

- **Class Attendance**
  The College’s Statement of Policy (Number 3-1-307) titled, CLASS ATTENDANCE (WITHDRAWAL) states,

  “Students are expected to be in class on time and attend a minimum of 90% of the total class hours or laboratory periods for each course to be eligible to receive a passing grade. Students are responsible for making up the work missed during any absence.”

  - Students shall plan to attend every class. A student that exceeds one (1) absence during the entire semester impacts his/her chances for success and is in violation of this attendance policy.

  **Late for Class**: Students will be considered late if they report to class more than 30 minutes after the scheduled start time. Being late three (3) times will constitute one (1) absence. Late students may attend the class, but they will not be recorded as present and will not receive a daily participation grade.

- **Class Preparation**
  National standards require that lecture courses provide 45 hours of classroom instruction and 90 hours of out-of-class student work. Students are expected to spend at least 10 hours per week studying the textbook, completing assignments, and independently preparing for class using the college’s library resources, researching on the internet, and interacting with experts in the hospitality field to be successful.
➢ Attendance and Participation Rubric

All students should strive to achieve the high standards outlined below.

<table>
<thead>
<tr>
<th>ELEMENT</th>
<th>POOR (0 points)</th>
<th>FAIR (10 points)</th>
<th>GOOD (20 points)</th>
<th>EXCELLENT (25 points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>Student was absent for 2 or more classes (more than 90% of hours required) and/or did not provide instructor with reasonable explanations.</td>
<td>Student was absent for 2 classes but provided instructor with reasonable explanations.</td>
<td>Student was absent for 1 class but provided instructor with a reasonable explanation.</td>
<td>Student was present for every class.</td>
</tr>
<tr>
<td>Punctuality</td>
<td>0 points (Student was rarely on time or early (was tardy to class 4 or more times).)</td>
<td>10 points (Student was sometimes on time (was tardy to class 3 times), and rarely arrived early.)</td>
<td>20 points (Student was usually on time or early for class (was tardy to class 1 or 2 times).)</td>
<td>25 points (Student was always on time for class and often arrived early.)</td>
</tr>
<tr>
<td>Level of Engagement and Behavior</td>
<td>0 points (Student rarely participated in class discussions or asked questions. Interaction with peers was minimal.)</td>
<td>10 points (Student sometimes participated in class without being prompted but was reluctant to join in discussions/work with peers.)</td>
<td>20 points (Student often participated freely in class, asked questions, and participated in discussions/work with peers cooperatively.)</td>
<td>25 points (Student brought original thought and perspective to class discussions. Student was fully engaged and actively involved during every class. They also worked cooperatively and well with all of their peers.)</td>
</tr>
<tr>
<td>Preparation</td>
<td>0 points (Student is almost always unprepared for class. Assignments/quizzes are not fully completed and/or they do not have other required materials.)</td>
<td>10 points (Student is sometimes prepared with most of the assignment completed and with the required materials. May have needed extra time to complete homework/quizzes before turning them in.)</td>
<td>20 points (Student is usually prepared for class with completed assignments and necessary materials. May have had a few quiz/homework questions left to answer at the beginning of class.)</td>
<td>25 points (Student is always prepared for class with completed assignments and necessary materials. Student has also sought additional help between classes if necessary.)</td>
</tr>
</tbody>
</table>

Total Score 0
SYLLABUS
CUL 101
PRINCIPLES OF FOOD PRODUCTION I

➢ Special Activities/Events
From time to time, students may be invited to participate in hospitality-related activities for roughly 3-6 hours per event outside the traditional classroom, days/times. Such opportunities are plentiful, support the local community, increase awareness of this college’s programs, and expand the learning experience. Students should eagerly volunteer for such special events and embrace these opportunities.

Use of Electronic Devices
➢ Cell Phones and all mobile devices are not allowed to be used in the classroom.
➢ All electronic devices should be muted or turned off prior to class.
➢ Emergency use of cell phones is by instructor discretion.
➢ Tablets and laptops may be used in the classroom ONLY as part of classroom instruction (no texting, accessing social media platforms).

Course Dress Code
All students should represent the Culinary Institute of the South as if they were representing an employer. In taking this class, students are taking the first important step toward a career in hospitality. Therefore, it is important to remember that a classroom environment replicates a professional working environment and all dress and behavior should reflect their commitment to the field of hospitality.

This is a hands-on culinary laboratory class that requires special clothing and sanitation considerations. The requirements and guidance below support the strict requirements of the National Restaurant Association’s ServSafe sanitation training. Most chefs choose to wear white jackets to signify the importance and high regard of their profession. In the hospitality industry a uniform instills a sense of pride and professionalism in its members. All students and faculty shall adhere to the dress code while working in the kitchen labs and while representing the college outside of the school. This policy incorporates the overarching guidance in the Student Handbook and copied below.

2019-2020 Technical College of the Lowcountry - Catalog/Student Handbook
Part I – General Information (copied verbatim)
https://catalog.tcl.edu/content.php?catoid=7&navoid=220&hl=%22dress+in+a+manner%22&return to=search#Part_I:_General_Information

Dress Code
Students are encouraged to dress in a manner that represents the College in a positive fashion that does not disrupt the learning environment. Some academic programs and curriculums require specific dress or uniform. This information will be provided by the program’s Division Dean, academic program guidelines, or in class syllabi. In order for TCL to fulfill its commitment to provide quality education, a healthy learning environment must be maintained. As such, we ask all students to respect the fact that when they are on campus, they are in a place of business. It is important that all students respect themselves, respect TCL, and generally seek to stand out in ways that are in keeping with their future goals. Students at TCL begin the process of moving into a professional life, and this process begins by choosing attire that meets standards of good taste.
### REQUIRED DRESS CODE FOR CULINARY LABORATORY STUDENTS

<table>
<thead>
<tr>
<th>Item</th>
<th>Required</th>
<th>Allowed</th>
<th>Not Allowed</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chef jacket</td>
<td>Purchase a minimum of one chef jacket from the college bookstore. Have the jacket(s) embroidered with the student’s first and last name.</td>
<td>Wearing a solid white undershirt/T-shirt is encouraged.</td>
<td>Colored undershirts/ T-shirts. Embroidered name shall not include nick names or slogans.</td>
<td>Uniform items shall be clean and wrinkle free and shall reflect the student’s professionalism.</td>
</tr>
<tr>
<td>Chef pants and toque blanche (hat)</td>
<td>Purchase black &amp; white (hounds-tooth) pants and a toque.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Footwear</td>
<td>Purchase slip-resistant black shoes (closed-toed) with good arch support and socks (preferably white).</td>
<td>Clogs or boots are acceptable. Colored socks are permitted but discouraged.</td>
<td>Sneakers may never be worn. Students without proper footwear shall be denied access to the labs.</td>
<td>Shoes with socks must always be worn in the culinary labs. Shoes should provide good arch support.</td>
</tr>
<tr>
<td>Apron and Side Towels</td>
<td>Purchase one (1) white apron and two (2) side towels</td>
<td>Working in the labs without an apron or side towels is never allowed</td>
<td></td>
<td>An apron and 2 side towels shall be worn in labs and removed when leaving.</td>
</tr>
<tr>
<td>Jewelry</td>
<td>Leave jewelry at home or locked in your car.</td>
<td>A plain wedding-type band (without stones) is allowed</td>
<td>Visual piercings (incl. earrings, nose or tongue rings/studs), bracelets, watches, necklaces</td>
<td>Jewelry may not be worn in culinary labs or the dining room, except for plain band.</td>
</tr>
<tr>
<td>Hair</td>
<td>Hair shall be clean and fit under the hat. Facial hair must be neat and trimmed. A beard guard may be required.</td>
<td>Beard guards and hairnets are allowed and sometimes required by the instructor.</td>
<td>No student may work in the labs without adequate hair control.</td>
<td>If all hair does not fit under the hat the student shall wear a hairnet under the hat.</td>
</tr>
<tr>
<td>Personal Hygiene</td>
<td>Students must bathe and wash hands regularly. Finger nails shall be clean and trimmed short.</td>
<td></td>
<td>Nail polish or fake nails.</td>
<td></td>
</tr>
<tr>
<td>Anti-perspirants, body sprays, perfume, lotions, etc</td>
<td>Refrain from wearing any fragrances.</td>
<td>Wearing fragrance-free deodorant/anti-perspirant is encouraged.</td>
<td>Don’t wear perfume, cologne, scented lotion, body spray or deodorant/antiperspirant.</td>
<td>Fragrances can adversely affect the smell and taste of food.</td>
</tr>
</tbody>
</table>
Course Outline (Attachment 1)
Attachment 1 details the specific course requirements. This is a useful planning tool; however, the instructor reserves the right to modify the plan at any time to expand the learning experience.

Key TCL Policies (Appendix 1)
All students must read and understand the Culinary Institute of the South Appendix titled, “Appendix 1, Key TCL Policies” for the following policies: Text Alerts System, Class Cancellation in Hazardous Weather, Class Attendance Policy (Excerpts from the Catalog/Student Handbook), The Student Code, and Americans with Disabilities Act (ADA), Title IX of the Education Amendments Act of 1972.

College Safety Policies (Appendix 2)
All students must read and understand Appendix 2, TCL Safety Policies appended to this syllabus.

Attachments
Attachment 1, Course Outline

Appendices
Appendix 1, Key TCL Policies
Appendix 2, TCL Safety Policies