



Culinary Arts Department

## **Chef 2332**

## **Buffet Theory and Production**

**Course Description:** Advanced concepts in the construction of inedible display items. Emphasis on buffet production, presentation, and service.

### **Instructor:**

Chef Sarah Reid

Email: sreid@southplainscollege.edu

Phone: (806) 716-4613

Office Hours: Monday: 9:30am-11am, Wednesday: 9:30am-11am, Friday: 8am-1pm

**\*\*\*To make certain that I am in my office, please email me before hand in order to secure an appointment time. This allows me to give you my undivided attention.**

**Class Hour and Room:** T/TH 8AM-11AM-271, T/TH 11:15AM-2:15PM-272

**Exam Schedule:** Chapter test are assigned on MyCulinary Lab. The Final will be a Practical Exam held in the class, date and time TBD.

### **Required Text:**

On Cooking Plus MyLab Culinary and Pearson Kitchen Manager with Pearson eText -- Access Card Package, 6/E ISBN # 9780134872780

On Baking **On Baking (Update) Plus MyLab Culinary with Pearson eText -- Access Card Package, 3/E** ISBN # 9780134115252

**Required Materials:** One inch, 3 ring binder, students may wish to use page protectors to keep their recipes clean.

**NOTE:** LOG INTO MyBaking Lab THROUGH BLACKBOARD. DO NOT GO DIRECTLY TO THE MYLAB SERVSAFE WEBSITE.

**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.

## **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

All notebooks will be organized by chapter. 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.

### **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 and hat
- Non-slip closed toe shoes
- Proper hygiene
  - Showered, shaved, hair clean, and pulled back if necessary
  - Clean fingernails, well-trimmed, no nail polish or fake nails
    - Meaning fingernails shall not extend beyond the fingertip
  - No heavy colognes or perfumes
  - No jewelry, watches- 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 kept in pocket on SILENT MODE.
  - All students will have Lab books/notes/ recipes on table prior to class
  - Student will have at all times
    - 1 BLACK sharpie
    - 1 pen with cap

#### SANITATION AND GARBAGE:

- Each table must have a clean sanitizer bucket with a clean sponge in it.
- Towels/ sanitizer used for raw proteins must be kept separate containers
- Do not dump liquids in garbage cans
- Do not throw anything/ food products in the garbage without Chefs permission
- Scrape food scraps for all items to be cleaned
- Liquids with food solids in them must be strained and discarded before pouring in the sink
- NEVER place a knife in a sink or sanitizer bucket
- Pick up / clean up any drops or spills immediately. Place wet floor sign over all spills
- Completely clean/ sanitize station BEFORE and AFTER USE.
- Keep station clean and free of debris or clutter at all times
- Remove apron before entering the bathroom
- No eating, snacking or tasting without Chefs permission
- All tasting must be done with SINGLE-USE plastic spoon
  - No fingers or spoon /utensil licking
- All utensils used in cooking process must be placed in proper holding containers
  - Do not leave spoons, whisks or spatulas in food products

#### KITCHEN TOWELS

- 3 towels per student per day
  - 1 towel wet in sanitizing solution for under the cutting board
  - 2 towels folded in aprons as side towels
- Towels are not be used for drying utensils or cookware- all items must air dry

#### Grading Policy:

1. There will be **no** Make-up on in class labs, homework assignments or exams.
2. Homework Assignments are posted on Blackboard under the homework tab. Homework will be turned in physically in class every Thursday. It must be typed.
3. 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".
4. Class attendance and attention will be crucial to the student's successful completion of this course. While attendance will not be taken, if students are absent on lab days, and do not participate in production, their lab grade will be affected.

5. The grading scale is as follows:

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

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

Homework:	10%
Quiz:	10%
Cake Design Project:	20%
Buffet Project:	20%
Weekly Lab Grade	20%
Final:	20%
	<hr/>
	100%

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

**Notes:**

- 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 **Final** for this course will be a Practical Exam held in lab, 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 prove it to your instructor in order to take an exam at a different time.

**Face covering Policy:** It is the policy of South Plains College for the Fall 2020 semester that as a condition of on-campus enrollment, all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the SPC community. Such behaviors specifically include the requirement that all students properly wear CDC-compliant face coverings while in SPC buildings including in classrooms, labs, hallways, and restrooms. Failure to comply with this policy may result in dismissal from the current class session. If the student refuses to leave the classroom or lab after being dismissed, the student may be referred to the Dean of Students on the Levelland campus or the Dean/Director of external centers for Student Code of Conduct Violation.

**Topics:** The list of selected topics may be modified during the course of the semester. The instructor will notify the class of any changes to the topic list.

**Course Outline-Lab  
PSTR 2332  
Buffett Theory and Production**

<b>Week</b>	<b>Dates</b>	<b>Topic</b>	<b>Lab</b>
1	1/19-1/21	Orientation/Syllabus	Day1: Orientation/Syllabus Day 2: Peanut brittle/ Sugar Cookery
2	1/25-1/28	Multiple component cakes: Gateau St. Honore/Sugar Work	Day 1: Prepare Components Day 2: Assembly
3	2/1-2/4	Multiple component cakes: Petits Fours- Opera Cakes	Day 1: Prepare Components Day 2: Assembly
4	2/8-2/11	Butter Cream and Fondant	Day 1: Prepare cakes-Vanilla and Chocolate Day 2: Prepare buttercreams and Fondant. Practice with buttercream
5	2/15-2/18	Pastillage and Fondant/Cake Project	Day 1: Prepare Pastillage, Practice Fondant Day 2: Practice with Pastillage/ Receive assignment and Sketch cakes/find recipes
6	2/22-2/25	Cake Design/Bake	Day 1: Bake Cakes Day 2: Decorate Cakes
7	3/1-3/4	Cake Design/Bake	Day 1 & Day 2: Decorate cakes
8	3/8-3/11	Cake Décor	Day 1: Finish decorating cakes/Present cakes Day 2: Deep Clean
9	3/15-3/18	Spring Break	Spring Break
10	3/22-3/25	Macarons and Royal Icing	Day 1: Macarons/Sugar cookies Day 2: Royal Icing Decorating
11	3/29-4/1	Interviewing and Resume building	Day 1: Interviewing and Resume building Day 2: Interviewing and Resume building
12	4/5-4/8	Souffle and Boiled Doughs	Day 1: Japanese Cheesecake/ Souffle Day 2: Bagels, Pretzels and Beer Cheese
13	4/12-4/15	Buffet Methodology/Presentation Chapter 37 in On Cooking	Day 1: Portioning, ordering, Production Schedules, Recipe Scaling, Setting a proper Buffet -Chapter 37 in On Cooking Day 2: Receive case study- Work with Partner on case study
14	4/19-4/22	Buffet Methodology/Presentation Chapter 37 in On Cooking	Day 1: Work with Partner on case study Day 2: Complete Case Study-Due by End of class
15	4/26-4/29	Wrap up Buffet Methodology/Presentation Review for Final	Day 1: Buffet Quiz over Chapter 37 in On Cooking/Resumes Due/ Review Binder Day 2: Draw and begin planning for final-Buffer day
16	5/3-5/6	Finals Week	Day 1: Prep for final buffet day Day 2: Buffet day
17	5/10-5/13	Cleanup	Cleanup

**ATTENDANCE:** (along with your Instructor's Policy)

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date (the 12<sup>th</sup> class day), as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

**NOTICE TO STUDENTS:** In this class, the teacher will establish and support an environment that values and nurtures individual and group differences 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.

**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 <https://www.southplainscollege.edu/campuscarry.php>

**South Plains College Culinary Arts Alcohol Use Policy:** South Plains College Culinary Arts program uses various liquors, liqueurs, wines and beers as recipe ingredients within the culinary curriculum. Alcohol is secured in the culinary facility and only accessible by culinary faculty. Alcohol may only be used if a recipe requires liquor/liqueur/wine/beer as an ingredient. Consumption of alcohol by students is strictly prohibited. Alcohol is only to be handled by instructors; no exceptions. Violations will be considered a

“Student Code of Conduct” violation and will result in strict disciplinary action, including referrals to the Executive Director of Lubbock Center, Dean of Students, and Campus Police.