CUL040
Exploration of Culinary Arts Careers

CRN

Instructor Ms. LaPorte (Chef)

Days/Times 6th period

Phone 206-7681

Location Empire High School

Office East Campus E5-520

Room 735 & Kitchen

Office Hours After class or by appointment

Dates 8/26/06 – 5/24/07

E-mail tlaporte@pima.edu

Text:
No text required – Reading material will be posted on the web when necessary.

Description:
Exploring career positions and skills in the culinary industry. Includes history, culture, and evolution of food, food service operation, and safe operation of the equipment in the kitchen, science and art of food preparation, overview of kitchens, preparing a meal for the class, educational and career plans, and field trips to sites involved in culinary arts.

Supplies:
3 ring binder with dividers
Sheet protectors
Index cards and index card case or binder

Resources:
The internet will be our main resource. Direction will be given in class when necessary.

Evaluation:
Attendance and Participation 25%
Topic review 25%
Final exam 25%
Portfolio and interview 25%

Grading Policy:
91-100 = A
81-90 = B
71-80 = C
61-70 = D
Below 60 = F

Incomplete Grades:
Due to the nature of this class incomplete grades will only be given under extreme circumstances and must be requested in writing.
Course Schedule:
The schedule is subject to change.

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Weekly Class Agenda:
- Monday: Lecture on week's topic. Reading material downloaded.
- Tuesday: No class, but recommend reading material for complete understanding.
- Wednesday: Lab work on week's topic will be assigned.
- Thursday: Review assignment on current topic.
- Friday: Supplement material on topic and project work session

Examinations:
- Every Thursday will be a review assignment of current topic. Assignments not completed during class period will not be accepted.
STUDENT RESPONSIBILITIES

By enrolling at Pima Community College, a student assumes the obligation to be a responsible member of the College community. All students are responsible to:

1. Contribute to a climate of academic integrity; rational, critical, and creative inquiry; freedom of individual thought and expression consistent with the rights of others; and commitment to the well-being of society as a whole.
2. Adhere to course requirements as specified by instructor(s) in the course syllabus, and follow all written and/or verbal instructions given by instructors or designated College representatives.
3. Obey all duly established College, local, state, and federal policies, regulations, and laws.
4. Refrain from actions that deny other members of the College community their rights as described herein.
5. Refrain from acts of violence, intimidation, or degradation toward any person.
6. Cooperate with College administrators, faculty, and staff in the performance of their authorized duties.
7. Give and maintain accurate and complete information for all official records required by the College.
8. Meet all financial obligations to the College.
9. Carry personal picture identification at all times while on College property or at College functions.
10. Attend all judicial proceedings when issued notice to do so.
11. Maintain the highest ethical standards in academic achievement.

Students admitted to both PCC and UA through the Program for Joint Admissions and Enrollment will be subject to codes of academic integrity and codes of conduct at both institutions.

Scholastic Ethics Code

The purpose of the Scholastics Ethics Code is to:

- encourage and promote positive learning and ethical scholarly behavior,
- define behavior violating scholastic ethics,
- specify procedures for the determination of the facts of the alleged violations, and to define penalties.

Guidelines for Scholastic Ethics

Students assume full responsibility for the content and integrity of the coursework they submit. The following is a guide to assist students in observing positive behavior in scholastic ethics:

1. Students must do their own work and submit only their own work on essays, examinations, reports, and projects, unless otherwise permitted by the instructor.
2. Students can benefit from working in groups. They may collaborate or cooperate with other students during take-home examinations or projects only if specifically authorized by the instructor in the class syllabus or at the time of the examination.

CODE OF ACADEMIC INTEGRITY: VIOLATIONS

Students enrolled in the College assume the obligation of conducting themselves in accordance with the highest scholarly ethics. Actions constituting violations of academic integrity will be considered a violation of the Student Code of Conduct and include, but are not limited to the following:

1. Cheating
   Intentional deceit during the pursuit of academic coursework, tests, class assignments, activities in any testing area, learning center, clinical setting, tutoring session, or in the gathering of research materials is considered cheating. “Cheating” includes, but is not limited to, the following:
   a) Copying from another student’s test paper or knowingly allowing your test to be copied.
   b) Using materials during a test that were not clearly authorized by the person giving the test.
   c) Collaborating with another student during a test without permission.
   d) Knowingly using, buying, selling, offering, transporting, or soliciting any of the contents of a test.
   e) Taking a test for another student or permitting another student to take a test for you.
   f) Bribing or attempting to bribe another person to obtain a passing grade or a better grade on a test or for a course.
   g) Intentional misconstruing of facts or incidents relating to an evaluated exercise or assignment that would change the grade given.

2. Plagiarism
   The representing of the work of other persons as one’s own, including the use of term papers written by others and information downloaded from the Internet, is plagiarism. The use of another person’s words, ideas, or information without proper acknowledgement is also plagiarism. The student should seek guidance from the instructor about acceptable methods to be used to acknowledge the work and ideas of others.

3. Collusion
   Obtaining from or giving to another student unauthorized assistance on material in any course work is collusion.

4. Compromising Instructional and Test Materials
   Unauthorized acquisition of instructional and/or testing materials from desks, cabinets, work rooms, classrooms, laboratories, instructors’ offices, tutoring labs, testing areas, assessment areas, secretarial offices, college offices, and/or other areas is compromising test materials.

5. Misrepresentation/Fraud
   Using false records, false identification papers, unauthorized I.D. cards, or computer access to official college documents or to services such as testing areas, placement assessments, tutoring services, and/or tests or test banks of any type constitutes misrepresentation/fraud.
CUL040 ACKNOWLEDGEMENT FORM

Name: ___________________________________

E-mail address: _______________________________________________________________

Grade Goal: ________

I have received, read, and understand the course syllabus and Pima Policies.

I voluntarily give permission to this course instructor, to e-mail any grades and materials associated with my student record for this course to the above e-mail address.  Yes ____  No____

Signature: ____________________________ Date: __________________________

ADA: Pima County Community College District strives to comply with the provisions of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Students with disabilities requiring special accommodations must notify the instructor of this need or directly contact the Disabled Student Resources Office on your campus at the beginning of the semester.

Withdrawals: Students may withdraw from class at any time during the first 2/3 of the semester (5 1/3 weeks) without instructor permission and without incurring any grade penalty. Students not active after this date may receive an "F" grade at the end of the semester. Please be sure to withdraw yourself if you do not expect to complete the class.

Incomplete (I) grade: A record of Incomplete as a grade can be given only by the student's request and at the instructor's option. The instructor who gives the grade of "I" will give the student a form listing the work needed and a deadline for completion. When the work is finished, the instructor is responsible for grading the work and sending a Change of Grade form to the Admissions Office. If the student does not finish the work required and a final grade form is not sent within one year, the "Incomplete" will automatically be changed to an "F."

Final grades: For privacy and security reasons, instructors are advised NOT to give grades over the telephone or via email unless the student signs the acknowledgment page of this syllabus. Students who wish to check grades may call MAX 2000 at 206-4880 or may access grades online using Banner Online at www.pima.edu.

Audit grades (AU): Auditing a PCC class means that you enroll, attend and do work for the class but do not expect to receive credit or a grade. To audit the class, you need the instructor’s permission and signature on an audit request form from any campus admissions office. This form and appropriate payment must be returned to the admissions office for admission. An audit registration cannot be completed until the first day of class. You must complete your audit registration by the end of the course add period for the class you wish to audit. The instructor is not required to grade assignments submitted by students who are auditing the class.