

**GREAT PLAINS TECHNOLOGY CENTER
COURSE OF STUDY**

Career Cluster: Hospitality and Tourism (HT)

Career Pathway: Restaurant Food & Beverage Services

Local Program: Culinary Coordinator (HT0010091)

Program Hours: Adult Students: 1000 Hours

<u>Instructors:</u>	Name	Office	E-Mail
	Lori Grant	580-250-5622	lgrant@greatplains.edu
	Ginger Seibold	580-250-5623	gseibold@greatplains.edu

Academic Credit: Adult Students: Transcript

Prerequisites: Successful completion of Culinary Arts Management Assistant

Program Description:

This program prepares students to become culinary coordinators who manage or operate a restaurant or food service business. Instruction includes fundamentals of customer service and management, purchasing and cost control, and basic concepts and science of nutrition and nutritional cooking that apply to the food services business. An external internship in a specialized area of interest in culinary arts allows students to apply skills learned in the classroom and lab.

Program Goals:

Students enrolled in this program will be given the opportunity to develop the skills and attitudes needed to successfully enter the food service field according to their personal choice, ability, and resourcefulness.

Upon achieving the goals of this program, students will:

- Become competent in the fundamental skills of an occupation
- Become qualified for further related education and/or enter the job market
- Participate as a responsible citizen
- Develop a positive and realistic self image;
- Develop the ability to work with limited or no supervision; and
- Accept and abide by the rules and regulations established by the school, the Culinary Arts Department, and their place of employment

Related Career Opportunities:

- Steward/Dishwasher/Utility Person
- Cold Food Cook
- Hot Food Cook
- Server
- Cashier
- Bakery Cook
- Manager

Program Objectives:

After successful completion of this program, the student will be able to:

- Demonstrate appropriate safety practices as indicated by food service industry standards.
- Demonstrate an understanding of basic nutrition.
- Demonstrate appropriate customer service skills.
- Prepare and serve meals in accordance with industry standards.
- Develop management skills inherent to the culinary arts field.

**DESCRIPTION OF COURSES
SEQUENCE I**

<u>Course #</u>	<u>Course Name</u>	<u>ADT</u>	<u>ADL</u>	<u>Total</u>
FC00050	Culinary Arts Practicum I	45	100	145
In this course, students will gain practical lab experience in the area of soups, vegetables, salad dressings, sandwiches, as well as breakfast preparation.				
FC00337	Food Service Management I	25	50	75
In this course, the student will learn and develop skills that will help them in problem-solving, communication, and planning.				
FC00338	Cost Control and Revenue Management	33	67	100
This course presents effective methods and principles for purchasing and cost control in the foodservice. Students will learn how to accurately price goods and services, control costs, and maximize profits at all types of restaurants and foodservice businesses.				
FC00066	Nutrition (9480)	33	67	100
The basic concepts and science of nutrition and nutritional cooking are explored in detail including the descriptions and uses for vitamins, minerals, fats, carbohydrates, proteins, phytochemicals, flavonoids and anti-oxidants for human health and fitness. The concepts of health and nutrition, nutrient retention, nutritional cooking techniques, nutritional menu planning and other nutritional concepts applied to professional cooking are fully explored.				
FC00069	Culinary Arts Internship I (8468)	18	67	85
This is a work based learning experience in which a three-way partnership is established between the school, an employer or business, and the student for the purpose of providing practical education to the student through productive work opportunities. Experiences take place in a workplace setting and offer teachers and students the opportunity to see a relationship between school courses and career choices.				

Sequence I Subtotal Hours:	Theory	Lab	Total
Adult Student:	154	351	505

**DESCRIPTION OF COURSES
SEQUENCE II**

<u>Course #</u>	<u>Course Name</u>	<u>ADT</u>	<u>ADL</u>	<u>Total</u>
FC00053	Pastry and Baking for the Chef	45	100	145
This course emphasizes the basic formulas, fundamentals and procedures, proper terminology, equipment and utensils. Additional emphasis will be placed on production of pies, cakes, variety breads, fillings, sweet dough and dessert specialty items.				

FC00051 Culinary Arts Practicum II **45 100 145**
 The students will gain practical lab experience preparing stocks and sauces, cooking meats, poultry, fish, shellfish, salads, hors d'oeuvres, and garnishes.

FC00339 Food Service Management II **37 83 120**
 In this course, the student will learn and develop skills that will help them in problem-solving, communication, and planning.

FC00229 Culinary Arts Internship II **18 67 85**
 This is a work based learning experience in which a three-way partnership is established between the school, an employer or business, and the student for the purpose of providing practical education to the student through productive work opportunities. Experiences take place in a workplace setting and offer teachers and students the opportunity to see a relationship between school courses and career choices. This would be the second internship for a student.

Sequence I Subtotal Hours:	Theory	Lab	Total
Adult Student:	145	350	495

Program Total:	Theory	Lab	Total
Adult Student:	299	701	1000

Evaluation Policy:

Employability Grades (100 points per week; 50% of final grade)

The employability skills grade is based on 20 points per day (which may include: attitude, attendance, safety, punctuality, cooperation, participation, clean-up, class preparation, school/classroom rules, and time management). Points will be deducted if these responsibilities are not met at the instructor's discretion. Students will be allowed to make up unearned employability points for **excused** absences only. Full credit will be given for assignments/tests that have been made up (see Student Handbook).

Performance Grades (20% of final grade)

- Live projects
- Performance or skill tests
- Homework
- Written Assignments

Test Grades (30% of final grade)

- Test grades will be based on a 100-point scale.
- Test grades include written and/or skills tests.
- A test will be given for each unit of instruction.
- Tests are to be taken as a unit is completed.
- Tests must be completed within allotted time.

Final Grade (9 Weeks Period)

9-weeks grade will be calculated by averaging grades in each category and summing each category according to their assigned weight. Progress reports will be sent to home schools at six and twelve-week intervals each semester as required or requested. Grades are accessible on-line at <http://sonisweb.greatplains.edu/studsect.cfm>

Grading Scale:

The grading scale as adopted by the Board of Education is as follows:

- A = 90 – 100
- B = 80 – 89
- C = 70 – 79
- D = 60 – 69
- F = Below 60
- W = Withdrawn
- I = Incomplete
- N = No Grade (Refer to Student Handbook)

Make-Up Work Policy:

All Make-Up Work Is The Responsibility Of The Student. Make-up work will be handled as specified in the Student Handbook. Please be sure to read and understand all student policies, especially make-up of assignments, tests and employability due to absences. Students should always arrange for any make-up work with the instructor as per the Student Handbook. Students should keep track of his or her progress and grades.

Attendance Policy:

For specific information related to attendance and tardiness refer to the Student Handbook. Students should keep a written record of their absences and tardiness.

Course Requirements and Expectations:

The general course requirements and expectations include:

- Students must adhere to the policies and procedures in the GPTC Student Handbook
- Students are required to wear appropriate class uniform.
- Demonstrate appropriate safety practices as indicated by food service industry standards.
- Demonstrate proper use of kitchen tools and equipment utilized in the culinary arts field.
- Speak clearly and courteously to customers, coworkers, supervisors, and professionals.
- Demonstrate an understanding of basic nutrition.
- Demonstrate appropriate customer service skills.
- Demonstrate fundamental math skills.
- Prepare and serve meals in accordance with industry standards.

Student Behavior Includes:

- Students are expected to be in class on time.
- Students are required to wear appropriate class uniform.
- Students must adhere to the policies and procedures in the GPTC Student Handbook.
- Students should dress and groom appropriately for the job they are being trained.

NOTE: For additional information or questions regarding the GPTC School policies and procedures, please refer to the Student Handbook and/or the Instructor.

Industry Alignments:

- National Restaurant Association (ProStart)
- American Culinary Foundation (Culinary Concepts)
- National Restaurant Association Educational Foundation

Certification Outcomes:

Tier 2 – Certifications Endorsed by Industry Organizations

- ODCTE: Advanced Culinary Arts (7309)
- ODCTE: Basic Culinary Arts (7308)

Tier 6 – Certifications Administered/Proctored by Instructor

- ProStart National Certification of Achievement (7526)

CIP Code and SOC Code Crosswalk:

- CIP Code – 12.0504
- SOC Code – 11-9051.00

OCAS program codes:

- 9426 – Culinary Arts (first year)
- 9427 – Culinary Arts (second year)

Instructional Materials and Supplies:

Students are not required to purchase textbooks.

Textbooks:

Draz, John, and Christopher Koetke. The Culinary Professional. 1605251186. Tinley Park: Goodheart-Willcox Company, 2010.

National Restaurant Association. Becoming a Restaurant and Food Service Professional Year One. 1582801177. Chicago: National Restaurant Association Education Foundation, 2005.

National Restaurant Association. Becoming a Restaurant and Food Service Professional Year One Workbook. 1582801207. Chicago: National Restaurant Association Education Foundation, 2005.

National Restaurant Association. Becoming a Food Service Professional Year Two. 1582800022. Chicago: National Restaurant Association Education Foundation, 1999.

National Restaurant Association. Becoming a Food Service Professional Year Two Work Book. 1582800022. Chicago: National Restaurant Association Education Foundation, 1999.