



SOUTH PLAINS COLLEGE

Culinary Arts Department

CHEF 1340

Meat Preparation and Cooking

Course Description: Study of the preparation, composition, and cooking techniques for the most common proteins, like eggs, beef, pork, lamb, poultry, seafood, and game. Includes moist, dry, and combination cooking methods as related to both classical and modern methods of preparation of dishes.

Instructor:

Chef Kevin M. Booker, CCC

Email: kbooker@southplainscollege.edu

Phone: (806) 716-4315

Office Hours: LBC146, Monday/Wednesday 11:00am – 2:00pm, Friday 9:00am – 11:00pm
by appointment only (email to schedule)

Class Hours and Room:

Lab D

M/W: 2:30pm – 5:30pm

T/TH: 8:00am – 11:00am, 1:00pm – 4:00pm

Exam Schedule: Chapter tests are assigned on MyCulinary Lab. The Final will be a Practical Exam and a Written Exam held in the Culinary Lab, dates and times TBD.

Resource Text: On Cooking, Plus MyLab Culinary and Pearson Kitchen Manager with Pearson eTextbook - Access Card Package, 7th/E. ISBN # 978-0-13-831130-8 (***Already purchased for Chef 1301 Basic Food Preparation***)

Required Materials: One - 3 ring binder, 1 1/2 in or 2 in (plastic page covers recommended)

Online homework can be found under the **Course Content** Tab on the Blackboard Homepage. Lecture resources, daily syllabi, recipes, and handouts are available for students to download under the **Course Recourses** Tab.

NOTE: You can log into MYCulinary Lab through Blackboard under the **Course Recourses** tab.

For Intellectual Exchange, Disabilities, Non-Discrimination, Title IX Pregnancy Accommodations, CARE (Campus Assessment, Response, and Evaluation) Team, and Campus Concealed Carry, click here:

[Syllabus Statements \(southplainscollege.edu\)](http://southplainscollege.edu)

Grading Policy:

HOMEWORK:

1. Homework Assignments will be assigned online through **Blackboard MyCulinary Lab** throughout the semester. The due dates for each assignment are posted and DUE THE DATE POSTED, unless changed by instructor. Assignment dates are also on the Daily Syllabus for ease of reference.

CHEATING/ PLAGURISM

2. 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".

ATTENDANCE

3. Class attendance and attention will be crucial to the student's successful completion of this course. Attendance will be taken, you are **allowed ONE excused absences throughout the semester**, but are expected to complete all assignments by the due date. IF STUDENTS ARE ABSENT ON LAB DAYS, THEIR DAILY GRADE WILL BE GREATLY AFFECTED AND THERE WILL BE NO MAKE UP LABS.

4. The grading scale is as follows:

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

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

Quizzes:	15%
Tests:	25%
Lab Grade:	40%
Written Final Exam:	10%
Practical Final Ex am:	10%
	<u>100%</u>

6. 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.
7. If you feel you need out of class help, please visit with your Instructor during office hours.

Notes:

- Online assignments and homework due dates will vary for each chapter. Keeping this in mind, it is the student's responsibility to be aware of due date and complete all assignments within allotted timeframe.
- There will 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 **Finals** for this course will be a Practical Exam and a Written Exam to be held in Lab D, 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 show proof valid reason for the schedule change to your instructor, prior to the exam date, in order to take an exam at a different time.

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. Course Syllabus
2. Recipes and Mise en Place Lists- in format
3. Any handouts for that lesson
4. Your notes for class
5. Course Resource
6. Questions for clarification by Chef
7. Chef's notes and any special notes on recipes (special instruction)

Notebooks are intended to organize lab materials, notes, and recipes. It will also be used as a study guide for the Practical and Written Finals

Student Services:

As a student of South Plains College, there are multiple services available to you at no extra charge. To access these services or find out more about them; from the SPC home page click on "Student Services" tab, then click on "Health and Wellness", then on the drop-down menu click "– Health and Wellness" again. These services include **Mental Health Resources, Counseling @ SPC, Student Health, Disability Services, Drug & Alcohol Prevention, Title IX Pregnancy, Emergency Resources** ([The South Plains College Emergency Resources Listing is where you can find community food assistance, help paying bills, and other free or reduced cost programs available to students and the community.](#)), and **Texan Food Pantry** ([The Texan Food Pantry provides non-perishable food and toiletries to any currently enrolled South Plains College student or employee who need a little extra help.](#)).

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. Being tardy/late 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
 - no hoodies, sweaters or jacket may be worn under your chef coat, only a standard t-shirt or standard long-sleeved shirt may be worn under you chef coat.
- Non-slip closed toe shoes
- Proper hygiene
 - Showered, shaved, hair clean, pulled back and tied up if necessary (this means no hair is to be hanging or showing in front of your ears or shoulders)
 - Clean fingernails, well-trimmed, no nail polish, fake nails, or false eyelashes
 - Meaning fingernails shall not extend beyond the fingertip
 - No heavy colognes or perfumes
 - No jewelry, (watches and a 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 placed on Chef's table.
- All students will have Lab binder/notes/recipes on table prior to class
- Student will have at all times
 - 1 BLACK sharpie
 - 1 pen with cap
 - 1 Pocket Thermometer
 - Clean and sanitized knife kit.
 - Knives are to be sharpened, honed prior to class

STUDENT ABSENCES

- No more than 3 absences excused or non-excused are advised.
- If you are sick you will notify the Chef by email as soon as possible and not later than 1 hour prior to class.

COMMUNICATION:

With the Chef:

- Address the Chef by “chef” and the last name only.
- If the Chef gives an instruction, direction or constructive criticism the culinarian will respond, in a normal voice level.
 - “yes Chef”
 - “thank you, Chef”

EXPECTATIONS:

- A culinarian must be able to communicate both orally and in writing with other culinarians
- A culinarian is required to have knowledge of communication through body language and non-verbal cues.
- A culinarian is polite and greets the Chef and peers properly at the beginning of each class
- **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.

**MEAT
PREPARATION-
CHEF 1340**

WEEK	DAYS	TOPICS	ON COOKING
1: 1/13 - 1/16	1	Orientation / Syllabus / Expectations	
	2	Eggs / Lecture	Chapter 21
2: 1/20 - 1/23	3	Student Holiday	
	4	Eggs / Lab	
3: 1/27 - 1/30	5	Poultry/ Lecture	Chapter 18
	6	Poultry / Lab	
4: 2/3 - 2/6	7	Poultry / Lab	
	8	Principles of Meat Cookery / Lecture	Chapter 13
5: 2/10 - 2/13	9	Principles of Meat Cookery / Lab	
	10	Principles of Meat Cookery / Lab	
6: 2/17 - 2/20	11	Beef / Lecture	Chapter 14
	12	Beef / Lab	
7: 2/24 - 2/27	13	Beef / Lab	
	14	Beef / Lab	
8: 3/3 - 3/6	15	Veal / Lecture	Chapter 15
	16	Veal / Lab	
9: 3/10 - 3/13	17	Lamb / Lecture	Chapter 16
	18	Lamb / Lab	
3/17 - 3/20		Spring Break	
10: 3/24 - 3/27	19	Fish, Seafood / Lecture	Chapter 20
	20	Fish, Seafood / Lab	
11: 3/31 - 4/3	21	Fish, Seafood / Lab	
	22	Fish, Seafood / Lab	
12: 4/7 - 4/10	23	Pork / Lecture	Chapter 17
	24	Pork / Lab	
13: 4/14 - 4/17	25	Pork / Lab	
	26	Game/ Lecture	Chapter 19
14: 4/21 - 4/24	27	Bad Weather Make up Day	
	28	REVIEW FOR FINAL	
15: 4/28 - 5/1	29	FINAL PRACTICAL	
	30	FINAL WRITTEN	
16: 5/5 - 5/8	31	DEEP CLEAN	
	32	DEEP CLEAN	