

El Paso Community College

Syllabus

Part II

Official Course Description

SUBJECT AREA	<u>Culinary Arts and Related Sciences</u>
COURSE RUBRIC AND NUMBER	<u>PSTR 2265</u>
COURSE TITLE	<u>Practicum (or Field Experience)--Baking and Pastry Arts/Baker /Pastry Chef II</u>
COURSE CREDIT HOURS	<u>2 0 :</u> <u>14</u>
	Credit Lec Lab

I. Catalog Description

Provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Lab is an on-campus experience. **Prerequisite: PSTR 2264. Corequisite: PSTR 1340. (0:14).**

II. Course Objectives

- A. Unit I. Menu Planning
 - 1) Assess and implement strategies to determine customer needs
 - 2) Assess key points of developed menu
 - 3) Manage and perform staff positions as they relate to the developed menu
 - 4) Utilize key pieces of equipment as they pertain to menu

- B. Unit II. Bakeshop/Retail Outlet Staffing
 - 1) Fulfill and manage job duties for each position within the bakeshop
 - 2) Maintain and supervise utilization of mise en place
 - 3) Perform and oversee opening and closing duties for the bakeshop

- C. Unit III. Budgeting
 - 1) Operate and supervise cost controls for purchasing
 - 2) Manage needs of retail outlet
 - 3) Oversee and manage the inventory operations.
 - 4) Operate budgets in a bakeshop
 - 5) Verify and analyze goods purchased using an approved purveyor
 - 6) Prepare financial reports and logs for daily operations

- D. Unit IV. Receiving and Storage
 - 1) Perform and oversee beginning and ending inventory
 - 2) Supervise and assess inventories and bring them to par level
 - 3) Confirm storage of products purchased utilizing appropriate storage methods
 - 4) Distribute and manage goods in inventory on a FIFO basis

- E. Unit V. Breads and Rolls
 - 1) Identify and confirm appropriate preparation methods for basic breads and rolls
 - 2) Supervise and perform mise en place as it pertains to basic breads and rolls
 - 3) Achieve and verify balance of flavors through flavor enhancers used
 - 4) Confirm and prepare various types of basic breads and rolls to meet menu specifications
 - 5) Approve and organize display of breads and rolls

F. Unit VI. Cakes

- 1) Identify and confirm appropriate preparation methods for basic cakes
- 2) Supervise and perform mise en place as it pertains to cakes
- 3) Achieve and verify balance of flavors through flavor enhancers used
- 4) Supervise and prepare various types of basic cakes to meet menu specifications
- 5) Approve and organize cakes in display case to increase marketability

G. Unit VII. Pastries

- 1) Identify and confirm appropriate preparation methods for basic pastries
- 2) Supervise and perform mise en place as it pertains to basic pastry preparation
- 3) Achieve balance of flavors through flavor enhancers used
- 4) Confirm and prepare various types of basic pastries to meet menu specifications
- 5) Approve and organize pastries in display case to increase marketability

H. Unit VIII. Confectionaries

- 1) Identify and confirm appropriate preparation methods for basic confectionaries
- 2) Supervise and perform mise en place as it pertains to basic confectionary preparation
- 3) Achieve and verify balance of flavors through flavor enhancers used
- 4) Confirm and prepare various types of basic confections to meet menu specifications
- 5) Approve and organize confections on display to increase marketability

I. Unit IX. Retail Outlet Service

- 1) Assess and implement strategies to meet customer needs through direct assistance
- 2) Organize utilization techniques to satisfy inventory needs for front of house
- 3) Implement and maintain quality control points
- 4) Manage setup and maintenance of all pastry and retail food cases

III. THECB Learning Outcomes (WECM)

As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

IV. Evaluation

A. Pre-assessment

Instructors should check each student's prerequisites the first week of class; those who do not qualify should be sent back to Admissions. Students should pass any applicable safety tests during the first week. The instructor should counsel students regarding specific safety issues.

B. Challenge Exam

Students who wish to challenge the course should contact the Testing Center and the Instructional Dean. Challenges must be accomplished before the census cut-off date. Students who have previously received a W or a letter grade for the course are not eligible to challenge this course.

C. Post-Assessment

- 1) The instructor will maintain a continuous record of each student's progress on an institutionally approved grade sheet or computerized substitute. All instructors must keep records in such a way that information would be clear to a second party having to check grade computation in special cases. An explanatory legend should be provided on the grade sheet.
- 2) The evaluation of the students work should be based on the student's mastery of the assigned objectives. In addition to preparations, the instructor may require quizzes and

exercises on cooking methods, terminology, and use of tools. The instructor may also require researching of recipes.

It is essential that student do assignments throughout the semester. These units are to be seen as overlapping and intertwined with one another.

Any projects will be devised at the instructor's discretion. In addition to menu fabrication, they may include but are not limited to the following: entrée preparation, starch and vegetable preparation, and dessert plate-ups. Instructors are strongly encouraged to require that recipe research be typed or composed on a word processor or computer.

D. Final Examination

A final examination is required in all Culinary and Restaurant Management Classes. The exam should consist of (or at least include) a written test and/or a hands-on preparation given in class/lab during the scheduled final examination period. If the instructor thinks the final sauce fabrication and/or written exam do not reflect a satisfactory mastery of the course objectives, the exam may be used as a justification for failing the student for the course. In such cases, it is advisable to have one other instructor confirm the evaluation of the work. If the instructor judges that the final fabrication and/or written exam meet the course objectives satisfactorily, the work will be graded and may be averaged in with the other course work to determine the course grade.

E. Grading Percentages

Grade percentages for determining the course grade may be devised by the individual instructor, but the in-class projects will account for at least 70% of the student's grade. At the instructor's discretion, the grade for the final exam may be averaged as part of the 70%.

F. Remediation

At the instructor's discretion, students may be allowed to retest for higher grades. Students seeking additional help may obtain tutoring assistance from the Chef Instructor as time permits.

G. Grading Scale:

A = 90 – 100	I = Incomplete
B = 80 – 89	W = Withdrew/ Withdrawn
C = 70 – 79	
D = 60 –69	
F = below 60	

V. Disability Statement (Americans with Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.