I. Course Description:
Study of basic garde manger principles focusing on the preparation of salads, cold sauces, appetizers, sandwiches, cured meats, forcemeats and pates, basic molecular gastronomy, and modern cold buffet presentation. Emphasis on color, texture, and temperature in preparation and presentation. Prerequisite: N/A [Course fee for HMS 285 - $110.00 and Lab Fee - $10.00]

HMS 285L/CHFF 2210L – Garde Manger Lab is a 2 credit hour course. This course will be taught twice a week for 6 hours for 15 weeks culminating with a 2-hour kitchen cleanup and inventory. The 6 hours of face-to-face contact per week meets the requirements for earning 2 credit hours.

II. Intended Learning Outcomes/Goals/Objectives (Program/Student Learning Outcomes):
This course supports the mission of the College of Education “to prepare competent, successful, caring and enthusiastic professionals dedicated to responsible service, leadership, and continued professional and intellectual development”.

The College of Education values and goals are:
1. Academic excellence through critical, reflective, and creative thinking
2. Life-long learning
3. Collaboration and shared decision-making
4. Openness to new ideas, to cultural diverse people, and to innovation and change
5. Integrity, responsibility, diligence, and ethical behavior
6. Service that enriches the community

James I. Perkins College of Education Diversity Statement is found at the following link: http://coe.sfasu.edu/about-us/

Program Learning Outcomes:

* PLO 1 – Resource Development: The Students will demonstrate the use of appropriate technology and sustainability in the hospitality industry.
* PLO 2 – Professional Behavior: The student will exhibit the professional behavior (strong communication skills, a professional image, a good work ethic, and adequate preparation for employment in his/her specific discipline) expected in the field of Human Sciences and Hospitality.
* PLO 3 – Key Ratios: The student will calculate, interpret and understand key ratios, financial statements and budgets, related to the hospitality industry.
* PLO 4 – Service Attitude: The student will demonstrate a positive service attitude.

Student Learning Outcomes:

The course objectives provide an opportunity for the student to:

1. Students will demonstrate knowledge of buffet presentation techniques.
2. Students will demonstrate knowledge of Garde Manger terms and menu construction.
3. Students will improve technical skills to include fundamental charcuterie. (Pates, terrines, galantines, ballotines, and sausages.)
4. Students will develop skills in basic garniture and platter presentation techniques.
5. Students will produce a satisfactory show plate presentation.
6. Students will improve professionalism including teamwork, organizational skills, human relations skills, decision making, work habits, work speed, sanitary habits, and personal appearance.
7. Students will develop skills in basic molecular gastronomy by making foams, encapsulations, and sous vide cooking.

III. Course Assignments, Activities, Instructional Strategies, use of Technology:

LAB EXPERIENCE – Each lab will promote creative freedom through technical application. You will complete 21 Labs throughout the semester. Lab participation grade is based on successful completion of each lab (25 points/lab). Professionalism and appearance will also be part of the 25 points for each lab. If you are not in proper uniform, you will lose points. Make-up labs will ONLY be allowed for a University excused absence. If you miss a lab (or failure to complete a lab), you will receive a Zero (0) for that day.

The Buffet Project will be a group platter preparation and presentation. It will be based on a theme of your choosing presenting a minimum of 4 appetizer/hors d’oeuvres items (5 portions each) that focus on color, texture, taste, temperature, and visual plating.

INSTRUCTIONAL STRATEGIES – This class uses didactic (lecture) format with class discussions, group assignments, web-based research, as well as hands-on lab production of covered cooking techniques.

TECHNOLOGY – Desire2Learn will be used to post announcements, course grades, online assignments, and support information.

IV. Evaluation and Assessments (Grading):

| Lab Participation/Professionalism | 525 |
| Buffet Project                    | 100 |
| **TOTAL**                        | **625** |

V. Tentative Course Outline/Calendar:

Jan 13        Haven't started yet...
Jan 15        Course Introduction
Jan 17        Ch. 1 - The Professional Garde Manger

Jan 20        MLK -- NO CLASS
Jan 22        Ch. 2 - Cold Sauces and Cold Soups and *Lab on hummus*
Jan 24        *Lab on homemade mayonnaise*

Jan 27        *Lab on condiments, salsa, guacamole, etc.*
Jan 29        *Lab on cold soups: Gazpacho, Vichyssoise, Cantaloupe, etc.*
Jan 31        Ch. 3 - Composed Salads and Greens Identification

Feb 3         Test Review and *Lab on creating gourmet composed salads*
Feb 5         EXAM 1 – *Leftover Lab*
Feb 7         Ch. 4 - Gourmet Sandwiches

Feb 10        *Lab on creating gourmet open sandwiches, canapés, traditional sandwiches*
Feb 12        *Lab on creating gourmet open sandwiches, canapés, traditional sandwiches*
Feb 14        Ch. 5 - Cured and Smoked Meats

Feb 17        *Lab on cured salmon (Gravlax) and corned beef*
Feb 19        *Lab on smoked meats focusing on wood flavors*
Feb 21        Lab Tasting


Feb 24 Ch. 6 - Sausage Making, recipe choice, and Test Review
Feb 28 **Lab on homemade sausage (country-style, gratin, traditional)**
Feb 28 **EXAM 2**

Mar 2 Ch. 7 – Terrines, Pates, Galantines, and Roulades
Mar 4 **Lab on making forcemeats, pates, mousselines, etc.**
Mar 6 **Lab Tasting**

Mar 9 **NO CLASS – Spring Break!**
Mar 11 **NO CLASS – Spring Break!**
Mar 13 **NO CLASS – Spring Break!**

Mar 16 **Lab on making cooked and molded terrines, roulades, and galantines**
Mar 18 **Lab on making cooked and molded terrines, roulades, and galantines**
Mar 20 Ch. 8 - Cheese Making

Mar 23 **Lab on making homemade Queso Blanco and Lemon Cheese**
Mar 25 **Lab Tasting**
Mar 27 Ch. 9 - Appetizers and Hors d'Oeuvres

Mar 30 Test Review and **Lab on finger foods and hors d'oeuvres**
Apr 1 **EXAM 3**
Apr 3 Ch. 10 – Condiments, Crackers, and Pickles

Apr 6 **Lab on homemade crackers, pickled vegetables, and condiments**
Apr 8 **Lab on homemade crackers, pickled vegetables, and condiments**
Apr 10 **NO CLASS – Easter Break!**

Apr 13 **Lab Tasting and Veggie/Fruit Chips**
Apr 16 Molecular Gastronomy and Demo
Apr 17 Sous Vide Demo

Apr 20 **Lab on molecular gastronomy techniques, sous vide cooking, encapsulations, and foams**
Apr 22 Ch. 11 - Buffet Presentation and Lab Final Review
Apr 24 Final Lab Planning

Apr 27 Buffet Platter Lab Prop
Apr 29 Buffet Platter Lab Final
May 1 Final Review

**FINAL EXAM IS ON MONDAY, May 4, 2020 at 1:30pm**

**VI. Readings (Required and recommended—including texts, websites, articles, etc.):**

**Required Textbook**

**Additional Resource Textbooks (not required)**


VII. Course Evaluations:

Near the conclusion of each semester, students in the College of Education electronically evaluate courses taken within the COE. Evaluation data is used for a variety of important purposes including: 1. Course and program improvement, planning, and accreditation; 2. Instruction evaluation purposes; and 3. Making decisions on faculty tenure, promotion, pay, and retention. As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the COE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!

In the College of Education, the course evaluation process has been simplified and is completed electronically through MySFA. **Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and will not be available to the instructor until after final grades are posted.**

VIII. Student Ethics and Other Policy Information:

**Attendance:** Lab participation is a daily grade. If you have an unexcused absence, you will receive a “0” for that day’s lab. If you have a university excuse, you will be able to make-up the missed lab. If you do not make up the lab, you will receive a “0” for that day. There are 21 “Lab” days on the schedule. Only completed labs earn points.

**Class Attendance and Excused Absence: Policy 6.7**

Regular, punctual attendance, documented participation, and, if indicated in the syllabus, submission of completed assignments are expected at all classes, laboratories, and other activities for which the student is registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.

**Academic Accommodation for Students with Disabilities:** Policy 6.1 and 6.6

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 936-468-3004 as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).
Student Academic Dishonesty: Policy 4.1
Abiding by university policy on academic integrity is a responsibility of all university faculty and students.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:
- using or attempting to use unauthorized materials on any class assignment or exam;
- falsifying or inventing of any information, including citations, on an assignment; and/or;
- helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one's own. Examples of plagiarism include, but are not limited to:
- submitting an assignment as one's own work when it is at least partly the work of another person;
- submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or,
- incorporating the words or ideas of an author into one's paper or presentation without giving the author credit.

Penalties for Academic Dishonesty
Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university.

Student Appeals
A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3).

Withheld Grades: Policy 5.5
At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Active Military Service (6.14)]. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

Student Code of Conduct: Policy 10.4
Classroom behavior should not interfere with the instructor's ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This policy applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare: Early Alert Program at SFA. Information regarding the iCare program is found at http://www.sfasu.edu/judicial/earlyalert.asp or call the office at 936-468-2703.

Additional Information:

To complete Certification/Licensing Requirements in Texas related to public education and other professional settings, you will be required to:
1. Undergo criminal background checks for field or clinical experiences on public school campuses; the public school campuses are responsible for the criminal background check; YOU are responsible for completing the information form requesting the criminal background check. If you have a history of criminal activity, you may not be allowed to complete field or clinical experiences on public school campuses. At that point, you may want to reconsider your major while at SFASU.

2. Provide one of the following primary ID documents: passport, driver’s license, state or providence ID cards, a national ID card, or military ID card to take the TExES exams (additional information available at www.texas.ets.org/registrationBulletin/<http://www.texas.ets.org/registrationBulletin/>). YOU must provide legal documentation to be allowed to take these mandated examinations that are related to certification/licensing requirements in Texas. If you do not have legal documentation, you may want to reconsider your major while at SFASU.

3. Successfully complete state mandated a fingerprint background check. If you have a history of criminal activity, you may want to reconsider your major while at SFASU.

For further information concerning this matter, contact Katie Snyder 936-468-1740 or snyderke1@sfasu.edu.

IX. Other Relevant Course Information:

UNIFORM/SUPPLIES: All students in this class MUST have a PURPLE Chef Jacket, Black Chef Toque, Closed-Toe Black Slip-resistant shoes, Black Cotton Pants or Chef Pants, Instant Read Thermometer 0°F-220°F. ALL UNIFORMS MUST BE CLEAN, IRONED/PRESSED, AND PROFESSIONAL IN APPEARANCE! You will be asked to leave if not!

GENERAL INFORMATION
- Arrive to class on time (to be on time is to be early!). Yes, you are expected to stay for the entire class. If you have to leave early, notify instructor as to the reason so you are excused and not marked absent.
- Read chapters BEFORE class to enhance participation and contribute to the learning environment.
- CELL PHONE USAGE IS PROHIBITED!! If you are caught texting (whether it is in front of me, under the desk, or however else you have perfected the Art of Texting), you will be asked to leave class and be marked absent. If you are waiting on an important call, let me know ahead of time, and step outside when you need to take the call. There will be times when I will allow the use of Smartphones, Ipads, laptops, etc. to do internet searches during group time to research recipes, ingredients, etc. BUT I WILL LET YOU KNOW WHEN THOSE TIMES EXIST!!
- If you are absent and seek to be excused, you must furnish a written excuse to me the next class period you attend. If I do not receive a written excuse, it will be counted as an unexcused absence. This is YOUR RESPONSIBILITY to keep track of!!
- On Exam days, do not come to class wearing ball caps, trench coats, gloves, unnecessary Band-Aids, or anything else that can hide cheat sheets/slips. I'm not so far removed from college that I don't know the tricks!!
- You will need a calculator for this class. We will have food math exercises in class and on exams. Cell phone calculators ARE NOT ALLOWED for exams. WHY?? Because I know it is easy to have Cheat Sheets on your NOTES App... You must supply a standard calculator for exams – NO EXCEPTIONS.
- Practice Food Safety, Fire Safety, and Sharps Safety at all times.
- Do more than your fair share of cleaning! Clean as you go! No one wants to clean up after you!
- Wash your hands properly and frequently!
- IF IN DOUBT, PLEASE ASK!!!!

PROFESSIONAL STANDARDS
1. Students should prepare themselves adequately for each semester. Professors are not able to provide effective student critique when student work is unavailable for review or student effort is lacking.
2. Students should maintain individual work areas by returning materials to assigned/proper locations and leaving work stations clean and orderly.
3. Students are expected to work in the class area for the duration of the class period unless further instructions are provided by the professor.
4. Students should limit food or drink to the kitchen during non-lab days. Per University policy, food and drink are not allowed in University classrooms/labs.
5. Smoke breaks are not allowed. If you are going through EXTREME nicotine withdrawals and cannot function, ask for permission. Per University policy, smoking is prohibited within University buildings and must be at least 20 feet from any entrance/exit.

6. Students should exhibit professional courtesy and conduct. Examples include a positive work attitude, sensitivity to others, attentiveness, and cooperation.

7. Faculty are committed to provide information and prompt response to students on the web, return student work in a timely fashion, honored posted office hours, provide feedback on student progress, and work with field supervisors.

8. If student dissatisfaction arises, the student's request for a private conference/phone call with the professor serves as the first step toward resolution.