SCOTTSDALE COMMUNITY COLLEGE
A MARICOPA COMMUNITY COLLEGE

Course Information

Semester & Year:	Summer 2023
Course Title:	Commercial Baking techniques
Course Prefix & Number:	CUL 113
Section Number:	26075
Credit Hours:	3.0
Start Date:	June 12, 2023
End Date:	August 8, 2023
Room Number:	232B (Bake shop)
Meeting Days:	Monday and Tuesdays
Meeting Times:	5:30-9:30PM

Course Format

The course format for this course is in person Mondays and Tuesdays

Instructor Information

Instructor:	Chef Kailey Murdock
Email:	Kailey.Murdock@scottsdalecc.edu
Phone:	602-615-5583
Office Location:	online
Office Hours:	by appointment only

Course Description

Principles and techniques for preparation, storage, and serving of bakery products. Includes breads, cakes, pies, pastry, cookies, fillings, and icings. Emphasis on practical experiences in a commercial bakery

Prerequisites

none.

Course Competencies

I. Employ necessary sanitation and safety precautions in a commercial bakery.
II. Describe ingredients and their roles in the baking process.
III. Identify and describe types of batters and doughs.
IV. Describe and use appropriate mixing methods for different types of batters and doughs.
V. Describe changes affected by baking and select appropriate baking temperature, pan, time, and method of heat transfer.
VI. Apply principles and preparation techniques to baking breads, cakes, pies, pastries, and cookies.

Texts and Course Materials

Baking & Pastry, Author: Culinary Inst Of America, Publisher: John Wiley & Sons, Incorporate, Edition: 3rd, Year Published: 2016, Course Technologies

Course Technologies

View the Accessibility Statements & Privacy Policies of technologies used in this course.

Maricopa Systems

This course uses key Maricopa systems for course management and communication.

- Canvas Learning Management System
- Student Maricopa Gmail Account
- Maricopa Open Educational Resource Learning System (MOER)

Student Assignment Tools

This course requires students to participate in or submit assignments using desktop or cloud-based applications.

- Google Products

Course Policies

Professionalism

As professionals in the Scottsdale Community College Culinary Arts program, we hold ourselves to the highest standards to dress, act and think like a professional culinarian. The following standards are expected of any student who aspires to be regarded as a professional in the hospitality industry.

- Refrain from abusive and foul language
- Speak and act without prejudice to age, color, disability, ethnicity, gender, marital status, religion, sexual orientation, or veteran status
- Treat all equipment and property with respect as if it were personal property
- Dedicate themselves to continued learning
- Stay open-minded to the opinions of your peers and others
- Act reliably and dependably
- Act with honesty and integrity

Personal Hygiene

Every professional in the culinary field should be aware of the need to maintain the highest standards of personal hygiene and to appear businesslike at all times. It is the responsibility of culinary students to bathe or shower, practice oral hygiene and use deodorant daily.

Uniform Policy

Uniforms for both kitchen labs and dining room operations must be purchased in the bookstore prior to the beginning of the semester. Uniform cleanliness is the sole responsibility of the student. Failure to be in complete uniform will result in an absence and being sent home for the day.

As a representative of Scottsdale Community College's Culinary Arts program, you will wear the designated uniform declared here and represent the school by upholding a professional appearance.

A professional appearance for a kitchen lab includes:

- Kitchen lab students are to dress in clean and pressed white chef's jackets embroidered with Scottsdale Community College's logo. The sleeves of the chef's jacket may be folded only to the wrist, except in cases where the practicality of the work being done requires otherwise.
- White undershirts, or t-shirts, are required for all under chef's jackets - colors or logos are not permitted.
- Checkered chef pants, black or white solid socks, and white beanie are required
- All students in the kitchen labs and bakeshop must wear clean, polished, solid black, non-porous, sturdy work shoes that provide appropriate support. They must have closed-back, non-slip black soles.
- Hair must be appropriately maintained, groomed and clean. Hair longer than shoulder length, or protruding out of a chef's hat, should be appropriately confined by a clasp, band or hair net when required to ensure safety and sanitation and be able to work effectively/efficiently. Appropriate hair confinement must be used in food service or kitchen areas as required by law.
    - Students without their chef hat will be given the option to purchase a paper chef toque for $1.00, or given a free hairnet
- Facial hair is permitted but can be no longer than ½ inch in length and must always be neatly trimmed
    - Sideburns shall be neatly trimmed and must not extend beyond the middle of the ear, shall not be flared, shall be even width and end with clean shaven line
    - Mustaches must be neatly trimmed and must not extend beyond the corner of the lips
    - Any student with a beard or goatee either cooking, serving or observing in a food service area must wear a beard net
- Facial jewelry (including spacers, gauges, etc.) in eyebrows, eyelids, lips, tongue, or septum is not permitted, and covering (with masks, bandages, etc.) jewelry in place, such as piercings, is not acceptable
- Except for medical alert bracelets, or a ring that is smooth without crevices, students and instructors are not permitted to wear jewelry on their arms, hands, face or ears.
- Fingernails ought to be short, trimmed, clean, neat and free of polish. Acrylic, or other forms of fake nails, are prohibited.
    - Students will be sent home with an absence for any violation of nail policy

The following are policies specific to this course. Students are also responsible for the college policies included on the Student Regulations page of the Maricopa Community College District website.

Grading Standards & Practices

Grade Scale

Letter Grade	Points Range
A	90.0 – 100%
B	80.0 – 89.99%
C	70.0 – 79.99%
D	60.0 – 69.99%
F	0 – 59.99%

Assignments

Assignment Name	Points	Percent of Grade
Weekly Lab evaluations (14)	260	45%
Mid term	30	6%
Quizzes (7@10pt)	70	14%
Final practical	90	18%
Portfolio	50	10%
TOTAL:	**500**	**100%**

Portfolio

Our faculty consider the development of a portfolio an integral part of your education. This will hopefully become a lifelong journal of your accomplishments to present to prospective employers as to your professional capabilities and expertise. Portfolios are to be sent to your instructor via email to their SCC address. (Be aware that some formats do not travel nicely through space & it is always a good idea to send a separate email to ask if your portfolio has been received).

Your portfolio requirements are as follow:

- The introduction to your portfolio will include a synopsis of your expectations and goals for this class. There are no restrictions as to how much you wish to include in this part.

- Over the course of the class you need to take photos of a minimum of 10 items that you have produced. Each picture should be accompanied by your evaluation of the production of that item – challenges during production – changes that you would make – flavors incorporated – plating components – what would you perhaps do differently and why would you chose to do so.

- The final piece of your portfolio is to provide a self-analysis of your time in this class – were your goals met – were your expectations met – what if anything would you personally have done differently to obtain your original goals.

Response Time

Students can expect a response time of 48 hours for the instructor to respond to messages sent via the Canvas Learning Management System, or email, during regularly scheduled weekday hours. Students can expect assignments to be graded within 4 days of the assignment's due date.

Attendance Policy

Students are expected to be present 5:30 pm - 9:30 pm, Mondays and Tuesdays. Students are expected to sign-in in order to receive credit attending class that day and avoid being withdrawn for the course. Students can miss a maximum of 2 absences without penalty.

- Absent - arrival of more than 60 minutes past the scheduled start time
- Tardy - arrival within 15 minutes of the scheduled start time
  - 2 tardies is the equivalent of 1 absence

If a student is forced to miss a class due to illness, personal emergency, or unforeseen circumstances, the student must notify the instructor. Depending on the nature of the situation, and the academic circumstances, the instructor, after consulting with the program director, may recommend a withdrawal from the course.

In exceptional circumstances, and if the student has not exceeded the maximum number of absences that would cause one to fail the course, the instructor may assign additional work and give partial credit for a missed class.

Instructional Contact Hours (Seat Time)

This is a three (3) credit-hour course. Plan to spend at least three hours on course content or seat time (direct instruction) and six hours on homework weekly. Accelerated courses will require additional time per week.

Online Tutoring

SCC's tutors are available online to help with your courses. You may work with an SCC tutor remotely using Google Meet, your phone, or email. Visit the Tutoring & Learning Centers page for detailed information on the five learning center's hours and procedures.

As much as possible, it is highly recommended that you utilize SCC tutors since they are more familiar with SCC coursework, instructor expectations, and assignments; however, if you need to work with a tutor outside regular hours, online and hybrid students now have access to a 24/7 online tutoring service called Brainfuse. Brainfuse provides online tutoring in a variety of academic subjects. Each student may utilize up to 6 hours of online tutoring through Brainfuse per semester, and has the option of requesting additional time if needed.

To access Brainfuse and begin working with a tutor:

1. Visit the SCC Online Tutoring Services Through Brainfuse page (https://www.scottsdalecc.edu/students/tutoring/online-tutoring)
2. Click the **Visit a tutor online** button
3. Enter your MEID and password
4. Choose your topic and subject
5. Click the **Connect** button

Please use your time effectively and be prepared with your questions before you connect to a tutor. Tutors and students communicate in real-time so whatever you type, draw, or share on the screen, the tutor sees, and vice versa. You may also want to have screenshots ready if applicable. All Brainfuse sessions are recorded for review later.

Students are responsible for the information contained in this syllabus, the Syllabus page in your Canvas course and the **College Policies & Student Services** page found in the First Steps module of your Canvas course. Students will be notified by the instructor of any changes in course requirements or policies.