



Bergen Community College
 Division of Business, Arts, and Social Sciences
 Department of Business & Hotel/Restaurant Management

HRM 110 Introduction to Baking

Date of Most Recent Syllabus Revision: April, 2018

Course Typically Offered: Fall ___ Spring ___ Summer ___ **Every Semester** ___ Other _____

Syllabus last reviewed by: BCC General Education Committee _____ Date: _____

(Most courses need review Ad Hoc Committee on Learning Assessment _____ Date: _____

by only one of the following) **Curriculum Committee:** _____ Date: Dec., 2017

Basic Information about Course and Instructor

Semester and year:

Course and Section Number: Introduction to Baking HRM 110

Meeting Times and Locations:

Instructor:

Email Address:

Office Location:

Phone:

Departmental Secretary: Linda Karalian, 201-447-7214, lkaralian@bergen.edu

Office Hours:

Course Description:

Official Catalog Course Description

This course is a study of the basic theory of baking and proper tool and equipment use. The content of the course includes types of flour, leavening agents, scaling, and icings. Hands-on baking in a laboratory setting includes the production of dough, quick breads, pies, cakes, cookies, tarts and fundamental items made in a pastry shop or bakery.

Hours: Lecture [1.00]. Lab [4.00].

3 credits

Prerequisites: None

Co-requisites: None

Cross Listed Courses: None

Student Learning Objectives:

As a result of meeting the requirements in this course, students will be able to:

1. Describe properties and functions of the basic ingredients used in baked goods
2. Prepare products satisfying formula requirements in quantities for commercial and institutional food services
3. Produce high quality baked goods, choosing acceptable ingredients and preparation methods, and compare them to written standards of quality
4. Demonstrate proper storage techniques for all baked products

Means of Assessment

The major assessment types (means of assessment) utilized in this course are graded lab participation, homework (individual), objective written tests and practical examinations.

Course Content

This course serves as an introduction to developing the understanding of the art and science of baking and pastry making in a laboratory setting. This course introduces baking formulas, then demonstrates ways to modify recipes for various foodservice settings. Additionally, the course serves as a product identification of ingredients and an examination of baking and pastry preparation methods. The course includes the following mandatory components:

1. Identification of the various types of baking ingredients, tools, and measures
2. Daily planning and preparation of doughs, breads, cakes, and pastries

Course Outline and Calendar

Week	Date(s)	Topic	Chapters
1		Course Introduction; Product Identification	
2		Introduction to Formulas: Measuring, Scaling and Equipment Usage	
3		Cookie Production	
4		Quickbread Production	
5		Dough Production: Tarts, Pies and Doughnuts	
6		Choux Paste and Basic Creams	
7		Midterm Practical Examination	
8		Bread Production I: Lean Breads	
9		Bread Production II: Rich Breads	
10		Viennoiserie I	
11		Viennoiserie II	
12		Layered Cakes I	
13		Layered Cakes II	
14		Final Practical Examination	
15		Final Written Examination & Lab Clean-Up	

Notes to Students:

1 - Syllabus may change due to unforeseen circumstances or to take advantage of educational opportunities.

2 – Your instructor will update you on test dates and assignments. Please continually log on to Moodle for announcements, reminders and updates.

3 – Please log on to Moodle for handouts that are not distributed in hard copy form. Please also check your Bergen Community College e-mails (You may decide to filter your Bergen e-mail into your personal e-mail address).

Special Features of the Course

In addition to daily performance in the kitchen, use of learning technologies in the course (Internet, Moodle, etc.) is necessary to help you succeed in this course and in the industry.

Course Texts and/or Other Study Materials

Required

Gisslen, W. (2016). *Professional Baking*, 7th Ed. Hoboken, N.J: Wiley. ISBN : 978-1-119-19532-0

Recommended

Kalanty, M. (2016). *How to Bake More Bread. The Five Families of Bread*. Red Seal Books. ISBN: 13-9780692546024

Kastel, E. (2010). *Artisan Breads at Home*. Hoboken, N.J: Wiley. ISBN: 9 9780470182604

Saus, M. (2009). *Advanced Bread and Pastries. A Professional Approach, 1st Edition*. Cengage. ISBN: 13: 9781418011697

Grading Policy

The grading system used for this course will combine the following

Daily Lab Performance	30%
Written Tests	10%
Chef Assignment	10%
Pastry Research Paper	10%
Notebook	10%
Midterm Practical Examination	10%
Final Practical Examination	10%
Final Written Examination	<u>10%</u>
	100%

Attendance Policy

1. Attendance will be taken at the beginning and end of each class session
2. You are required to attend 14 out of 15 classes, or you may be required to repeat the course again. Absences require an official doctor's note of other formal documentation.
3. Lateness that exceeds 10 minutes will be counted as an absence
4. 2 latenesses that are less than 10 minutes each equal 1 absence. You must notify the instructor when you arrive late. Otherwise you will be marked absent.
5. There are no make-up examinations.

Notebook

Required format:

Black 3-ring binder labeled with your full name, semester, course name and code.

Binder must contain at least 4 tab sections labeled as follows:

Section 1: Syllabus, rotation sheet, rotation legend

Section 2: Formulas

Section 3: Pastry Research paper

Section 4: Written Tests

This will be randomly graded for quality and completeness

Overall Kitchen Lab Class Participation (up to 10 performance points per session)

Class participation by students (including regular and timely attendance and active engagement in class sessions) is an essential part of this course. I expect you to participate actively and constructively in our class sessions in ways that show respect and courtesy to me and to your classmates during lecture and lab. As we proceed through the semester, there will be class discussions and practical tests on all of the major topics covered in the course. You are required to participate actively during all classes, and to remain in class the entire session. This includes logging on to Moodle for class announcements and being in touch with the class if you need to miss a class session.

"Professional" behaviors: To earn points for class participation, you must (1) attend class regularly in proper uniform, and be on time and not leave early; (2) be well-prepared for class by doing all assigned reading and other out-of-class preparations ahead of time; (3) participate voluntarily, actively, intelligently, and constructively in class discussions and during the lab; (4) perform all in-class tasks; (5) apply proper sanitation and food preparation procedures appropriate to the menu; and (6) utilize frequently and actively the materials and facilities needed for your success in this course.

"Unprofessional" behaviors: Behaviors such as the following will result in your losing points for class participation: (1) being absent from or late for class; (2) leaving class early; (3) continually walking out of and coming back into class; (4) not adhering to proper uniform and appearance guidelines; (5) being inattentive to class lectures and lab demonstrations; (6) behaving inappropriately in class (e.g., acting silly; conducting private conversations, utilizing cell phones except when permitted for camera use, other distracting classroom antics such as chewing gum in class; careless treatment of food and equipment; etc.); (7) being impolite, rude, or discourteous to me or to your classmates; (8) not being adequately prepared for class; (9) showing a negative or frivolous attitude toward the course; (10) Not utilizing the materials and facilities provided for your success in the course.

Other College Policy Statements

Code of Student Conduct:

http://bergen.edu/wp-content/uploads/StudentCodeofConduct2016_EngVer12062016.pdf

Statement on plagiarism and/or academic dishonesty:

Please read pages 8 – 9 in the above link. Students are not excused from the penalties for not being aware of or for not having read the policies set forth regarding plagiarism and other forms of academic dishonesty.

ADA Statement:

Students who require accommodations in accordance with the Americans with Disabilities Act (ADA) can request these services from the Office of Specialized Services. To learn more about how to apply for services, please visit <http://www.bergen.edu/oss>.

Note: Those who have completed the OSS paperwork and received accommodations during previous semesters might not be automatically eligible in subsequent semesters in every case.