

FN 206 INTRODUCTORY FOODS

Spring 2019

Course Description: Introduction to basic physical and chemical properties of foods; interaction and reaction of food in food preparation procedures; evaluation of prepared products. Two hours of lecture, three hours of laboratory per week. (3 credits)

Class Schedule:

Lecture	12:00 – 12:50 p.m.	Monday and Wednesday	CPS 210
Lab	1:00 – 3:50 p.m.	Tuesday	CPS 211
		(Jan 29 – meet in CPS 107 at 2:00 p.m. to set up ePortfolio)	

Instructor: Deborah Tang, MS, RD, CD 240B CPS 715-346-2749 dtang@uwsp.edu

Office Hours: I plan to be available on Thursdays from 12:30-2:30 p.m. However, times may vary for some weeks due to last minute meetings and other unforeseeable circumstances. It is best to make an appointment with me in person or via email to secure a meeting time. There may be other times more convenient for you that can be arranged as well.

Required Text Rental:

Brown, Amy. *Understanding Food - Principles & Preparation*. 3rd Ed. Thomson Wadsworth, 2008.

Required Purchases:

Better Homes and Gardens New Cookbook, (Spiral Bound). 15th Ed. (16th Ed. is acceptable) Available at the University Bookstore or online.

Lab aprons and chef berets (instructor will share information regarding purchase during the first class).

Student Objectives:

1. To integrate basic information needed for food selection and preparation.
2. To apply and demonstrate basic principles of food preparation for both quality and nutrient retention.
3. To evaluate food products based on established standards.
4. To apply acceptable food safety and sanitation procedures for handling food products.
5. To apply basic principles for modification of recipes for health, economic or cultural factors.
6. To identify culinary terms and techniques.

2017 ACEND Accreditation Standards for Nutrition and Dietetics Didactic Programs (DPD)

KRDN 1.3 Apply critical thinking skills.

KRDN 2.1 Demonstrate effective and professional oral and written communication and documentation.

KRDN 3.4 Explain the processes involved in delivering quality food and nutrition services.

KRDN 4.5 Describe safety principles related to food, personnel and consumers.

Attendance Policy:

Students should plan to attend all classes and are responsible for all information presented in class. Notify the instructor in person, by phone or email if an absence is anticipated. Class begins promptly at the scheduled times. As a courtesy to others, arrive on time so as not to disrupt the class. Valuable class information including changes in syllabus schedule and course content, are announced in the first 5 minutes of the class. As a courtesy to you, I will end promptly at the scheduled time. Wait until I indicate that class is done before packing up books, backpacks, etc.

Absences due to Military Service:

As stated in the UWSP Catalog, you will not be penalized for class absence due to unavoidable or legitimate required military obligations, or medical appointments at a VA facility, not to exceed two (2) weeks unless special permission is granted by the instructor. You are responsible for notifying faculty members of such circumstances as far in advance as possible and for providing documentation to the Office of the Dean of Students to verify the reason for the absence. The faculty member is responsible to provide reasonable accommodations or opportunities to make up exams or other course assignments that have an impact on the course grade. For absences due to being deployed for active duty, please refer to the Military Call-Up Instructions for Students.

Religious Beliefs Accommodation:

It is UW System policy ([UWS 22](#)) to reasonably accommodate your sincerely held religious beliefs with respect to all examinations and other academic requirements.

You will be permitted to make up an exam or other academic requirement at another time or by an alternative method, without any prejudicial effect, if:

- There is a scheduling conflict between your sincerely held religious beliefs and taking the exam or meeting the academic requirements; and
- You have notified your instructor within the first three weeks of the beginning of classes (first week of summer or interim courses) of the specific days or dates that you will request relief from an examination or academic requirement.
- Your instructor will accept the sincerity of your religious beliefs at face value and keep your request confidential.
- Your instructor will schedule a make-up exam or requirement before or after the regularly scheduled exam or requirement.
- You may file any complaints regarding compliance with this policy in the Equity and Affirmative Action Office.

Care Team:

The University of Wisconsin-Stevens Point is committed to the safety and success of all students. The Office of the Dean of Students supports the campus community by reaching out and providing resources in areas where a student may be struggling or experiencing barriers to their success. Faculty and staff are asked to be proactive, supportive, and involved in facilitating the success of our students through early detection, reporting, and intervention. As your instructor, I may contact the Office of the Dean of Students if I sense you are in need of additional support which individually I may not be able to provide. You may also share a concern if you or another member of our campus community needs support, is distressed, or exhibits concerning behavior that is interfering with the academic or personal success or the safety of others, by reporting [here](#).

Academic Conduct:

This course is part of the UW-Stevens Point academic community, an academic community that is bound together by the traditions and practice of scholarship. Honest intellectual work – on examinations and on written assignments - is essential to the success of this community of scholars. Using classmates' responses to answer exam questions or disguising words written by others as your own undermines the trust and respect on which our course depends. The work in this course is challenging and will demand a good deal from each of you. I have every confidence that each of you can succeed. Doing your own work will enhance your sense of accomplishment when the semester comes to a close.

Additionally, the classroom environment is a unique opportunity for students to share ideas, opinions, discuss classroom and course content. As each student is entitled to contribute in class, specific expectations are necessary to ensure a thriving classroom environment. Expectations include: arriving to class on time, being prepared for class, and keeping cell phones silenced or turned off and put away. Behaviors such as loud shouting, excessive side conversations, arriving to class under the influence of any alcohol or drugs, profane language, and verbal or physical threats, intimidation of any kind, or any other behavior that may be disruptive to the instructor or other students are considered unacceptable. If any of this behavior is exhibited, you may be asked to leave the class for the day. Any continued disruptive behavior may result in a referral to the Dean of Students Office.

For additional information, please refer to the statements on Academic Standards as outlined by the Office of Student Rights and Responsibilities. You can read the full text of Chapter 14 on “Student Academic Disciplinary Procedures at: <https://www.uwsp.edu/dos/Documents/UWS%2014-1.pdf>

Electronic Devices:

The use of cell phones will not be permitted during lectures and labs. Research supports that having visual access to a cell phone diminishes our ability to learn. Checking social media, texts, emails, and messages is unprofessional and disrespectful to our class community. Please turn off your phone during class; I will do so as well. If you are expecting an important phone call or dealing with an emergency, please silence your phone and let the instructor know that you may have to receive a call outside the classroom or lab. Laptops or iPads are permitted only for note taking activities related to course content, not for web browsing or completing assignments for other classes. Students will be asked to leave their electronics at the front of the classroom until the end of the class period if misuse is observed.

Learning Management System:

This course uses Canvas, the New Learning Management System (LMS) being adapted across the UW System. Canvas can be accessed via a launch portal at www.uwsp.edu/canvas using your campus login and password. Help in Canvas is available at the bottom of the launch portal, and through the “Help” menu within Canvas.

Exams:

Students are expected to inform the instructor **prior to an exam** if there is a legitimate conflict so that alternate arrangements can be made. Without prior notification with an acceptable reason, the exam cannot be made up.

Disability and Accommodations:

In accordance with federal law and UW System policies, UWSP strives to make all learning experiences as accessible as possible. If you need accommodations for a disability (including mental health, chronic or temporary medical conditions), please visit with the Disability and Assistive Technology Center within the first 2 weeks of class to determine reasonable accommodations and notify faculty. After notification, please discuss your accommodations with me so that they may be implemented in a timely fashion. **DATC contact info:** datctr@uwsp.edu; 715/346-3365; 609 Albertson Hall, 900 Reserve Street

Additional Campus Policies:

FERPA

The Family Educational Rights and Privacy Act (FERPA) provides students with a right to protect, review, and correct their student records. Staff of the university with a clear educational need to know may also have access to certain student records. Exceptions to the law include parental notification in cases of alcohol or drug use, and in case of a health or safety concern. FERPA also permits a school to disclose personally identifiable information from a student’s education records, without consent, to another school in which the student seeks or intends to enroll.

Reporting Incidents of Bias/Hate

It is my intent that students from all diverse backgrounds and perspectives be well-served by this course, that students’ learning needs be addressed both in and out of class, and that the diversity that the students bring to this class be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of diversity: gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally, or for other students or student groups. If you have experienced a bias incident (an act of conduct, speech, or expression to which a bias motive is evident as a contributing factor regardless of whether the act is criminal) at UWSP, you have the right to report it: <https://www.uwsp.edu/dos/Pages/Anonymous-Report.aspx>.

You may also contact the Office of the Dean of Students directly at dos@uwsp.edu. Diversity and College Access is available for resources and support of all students: <https://www.uwsp.edu/dca/Pages/default.aspx>.

Clery Act

The US Department of Education requires universities to disclose and publish campus crime statistics, security information, and fire safety information annually. Statistics for the three previous calendar years and policy statements are released on or before October 1st in our [Annual Security Report](#). Another requirement of the Clery Act is that the campus community must be given timely warnings of ongoing safety threats and immediate/emergency notifications. For more information about when and how these notices will be sent out, please see our [Jeanne Clery Act](#) page.

Class Evaluation:

4 exams - 250 points; exams 1-3 (50 points each), exam 4 (100 points)

Recipe Makeover - 50 points

Lab:

Food Principles (group lab report) - 50 points (5 points /lab)

Food Evaluation - 50 points (5 points /lab)

Lab performance (Preparedness, economy, teamwork, professionalism, personal hygiene, and sanitation) – 50 points (5 points /lab)

Learning & Leadership ePortfolio – Set up template and foodservice page – 30 points

Extra credit (approximately 15 points in total): in-class quizzes (unannounced)

Total: 480 points

Grading Scale:

Grade	Percentage	Grade	Percentage
A	93-100%	C+	77-79.9%
A-	90-92.9%	C	73-76.9%
B+	87-89.9%	C-	70-72.9%
B	83-86.9%	D+	67-69.9%
B-	80-82.9%	D	60-66.9%
		F	< 60%

Extra Credit Opportunities

Throughout the semester, students will be presented with the opportunity to earn extra credit points during in-class quizzes. These quizzes will be unannounced and offered at the discretion of the instructor.

Lab

Procedure:

1. Recipes will be assigned prior to lab. This will give you time to review the procedures, ask any questions, and plan. You will also be able to determine the principles being performed during that lab day, prior to lab
2. Sanitize work surfaces
3. Finalize mise en place*
4. Prepare the cooking assignment.
5. Complete sensory evaluations.
6. Clean and sanitize.
7. Discuss lab principles with lab group.
Note: leftovers may not be taken from the lab without permission. Please bring your own containers or bags for carrying leftovers.

Grading:

1. Students have the opportunity to drop the lowest lab grade at the end of the semester. There are 11 labs in total. This means that in the event of illness or an unforeseen emergency, students can miss one lab without any point penalty. **No opportunity exists for making up missed labs (lab principles, evaluations and performance points cannot be made up). Please inform the instructor as soon as possible by phone or email if you anticipate an absence from a lab so that changes to the lab or group assignments can be made to facilitate a smoother transition for the rest of the group.**
2. Each lab unit will be assessed on preparedness, economy, teamwork, professionalism, personal hygiene, and sanitation. Please refer to the outline below and review each section carefully.
3. As a lab group, you will be responsible for preparing **one lab report**. Lab reports will be due at the beginning of lab on the following week. Late lab reports will have 10% deducted for each day it is late. **Please note that the instructor reserves the right to request individual lab reports should there be an issue with a member(s) not contributing equally to the group lab report.**
4. Individual product evaluations will also be submitted along with the group lab report one week following each lab. The criteria used in grading product evaluations are based on proper use of terminology and correct spelling (i.e., points deducted for use of slangs, incorrect short-forms, and misspelled words; ½ point deduction if one recipe/product evaluation is omitted or if 3 different errors are noted). Please refer to the sensory evaluation of products postings on Canvas prior to each lab for the terms commonly used to describe the various food categories.
5. Lab principles are always included on exams. If you miss a lab, it is your responsibility to learn and understand the lab principles on your own.
6. The instructor must be notified **prior to the scheduled lab cleaning** if a student will be absent. The instructor may offer other arrangements for the student to make up the missed lab cleaning if the absence is due to a legitimate excuse or other extenuating circumstances. If the lab cleaning is missed without prior notification, there will be a 25-point deduction.

Lab Performance Expectations

1. Preparedness

*Mise en place is the primary organizational principle in all cooking. It means “everything in its place”. It is as much a mental organization as a physical one. Arrange to have as few distractions as possible. Minimize conversation or you may make a mistake or miss an ingredient. Successful cooking requires focus. Mise en place happens **before** you prepare the recipe. It is a way of organizing so that you are prepared to complete the recipe.

Key steps to mise en place:

- **Prior to lab** read the recipe from start to finish and visualize how you will accomplish each step. This will help with visualizing the distribution of work in your team and the timing of the recipes. Determine the principles which underlie the food preparation. Bring your cookbook to lab unless indicated otherwise by the instructor.
- In lab, distribute work within your lab group.
- Assemble all your tools.
- Assemble all your ingredients.
- Wash, trim, cut, prepare and measure your raw materials.
- Prepare your equipment (preheat oven, line baking sheets, etc.)
- Proceed with recipe.

2. Quality and Economy

- We will use the freshest, highest quality ingredients with conscious effort.
- UWSP Food and Nutrition program supports the use of local, sustainable foods in their curriculum. You will be expected to become familiar with local seasonal foods as they are introduced throughout the semester.
- You will be required to optimize ingredients. This means being familiar with the ingredient, the correct preparation and method of cooking as well as proper storage. For example, peeling a vegetable requires proper washing, careful trimming of non-edible parts, and peeling with a vegetable peeler (not a paring knife).
- Shared ingredients must be measured at the ingredient cart/table and brought to your unit.
- The use of a chef’s knife is important for both safety and economy. It is strongly recommended that you have a good quality chef’s knife at home and practice proper technique. Food and nutrition students will be required to own and bring a chef’s knife to the FN 346 Advanced Foods class.
- Usable vegetable and meat scraps will be saved for stock. **Unusable plant scraps and egg shells will be composted in a bucket in lab.** No animal product, except egg shells, can be composted.
- As a gesture of goodwill and pride, we will invite others into the lab to sample any leftovers. Faculty and students in the building will be invited. This will alert other people to the quality of your work and introduce them to food science.

3. Professionalism:

- Positive attitude: A cook with a positive attitude works quickly, efficiently, neatly and safely.
- Ability to work with people: Food service work is teamwork. Teamwork is recognizing your strengths and weaknesses and helping others recognize and develop their talents.
- Eagerness to learn: Successful cooking requires skill, experience, inquiry and an adventurous spirit.
- Dedication to quality: Gourmet food is food well-prepared. This requires the knowledge and *desire* to produce quality food.
- Understand the basics: In order to be innovative, you have to know where to start from. Develop a solid grounding of vocabulary, techniques, methods and ingredients.

- Communication: To develop teamwork and leadership skills, you must practice attentive listening and thoughtful conversation. Being able to ask questions and clarify misunderstandings with the instructor and peers help create a positive learning environment.

4. Personal hygiene:

- You must have the FN apron. All clothing must be clean. Hair must be pulled back and covered with chef beret. If you forget to bring your beret, a bouffant cap is available for purchase for 25 cents.
- Do not work with food if you have any communicable disease or infection.
- You must wear closed toe shoes with socks. Sandals, heels or flip flops are not permitted.
- No dangling jewelry, minimal jewelry (ring and watch) is allowed.
- Wash hands and exposed parts of arms before work and as often as necessary during work.
- Cover coughs and sneezes and then wash hands.
- Keep your hands away from your face, eyes, hair and arms.
- Fingernails must be kept trimmed, filed and maintained so that the edges and surfaces are cleanable and not rough. You may not wear fingernail polish or artificial fingernails when working with food. You will be given one warning and asked to wear gloves; subsequent violations will result in points deducted.
- Do not chew gum while in the lab.
- Cover cuts or sores with clean bandages and use work gloves. Report all cuts or burns to instructor.
- Do not sit on worktables.
- Keep all coats, books, bags, and backpacks in the lockers located on the second floor, as well as apron/beret when not in use. Please bring your own lock.
- Students who are not properly attired or who do not follow personal hygiene will not be allowed to participate in the lab that day.
- A listing of the Wisconsin Food Code Fact Sheets are available via the following link:
http://datcp.wi.gov/food/food_code_fact_sheets/index.aspx

5. Sanitation

- All equipment must be thoroughly cleaned and properly stored at the end of each lab.
- Wipe up floor spills quickly using paper towels, not the kitchen towels.
- All work surfaces must be cleaned with soapy water and sanitized using the following procedure: wash with a detergent solution, sanitize with the sanitizing solution and a clean cloth used only for this purpose, air dry.
- Dispose of all garbage and waste properly. All recycling must be cleaned with labels removed and put in the appropriate stairwell bins in the hallway before leaving the lab.
- Your lab station must be checked by the instructor before leaving the lab.

FN 206 TENTATIVE SCHEDULE – spring 2019

Week	Dates	Topic	Reading
1	Jan 23	Introduction No lab this week	Ch. 1 (pp. 1-11, 14-18)
2	Jan 28, 30	Culinary terms, cooking methods, recipes Sensory evaluation, food safety Meet on Tuesday – Lab day 2:00 – 3:30 p.m. CPS 107 ePortfolio set up	Ch. 4 Cookbook: 15th ed., pp. 7-16 or 16th ed. pp. 7-14, 18; Culinary Terms posted on Canvas Ch. 3 (pp. 53-54, 63-72) WI Food Code Fact Sheets
3	Feb 4, 6	Weights & Measures, Fruits Lab 1	Ch. 13
4	Feb 11, 13	Vegetables & Knife Skills Lab 2	Ch. 12 Ch. 4 (pp. 85-87)
5	Feb 18, 20	Starch and Pasta Lab 3 Feb 20 - Exam 1 (Weeks 1-3, Introduction to end of Fruits)	Ch. 15, 17
6	Feb 25, 27	Starch and Pasta - continued Salads & Dressings – Lab 4	Ch. 14 (pp. 302 – 312), p. 430
7	Mar 4, 6	Salads; Dressings - continued Eggs & Egg Substitutes – Lab 5	Ch. 11
8	Mar 11, 13	Eggs & Egg Substitutes – continued Poultry, Seafood – Lab 6	Ch 7, 8
Spring Break March 18-22			
9	Mar 25, 27	Poultry, Seafood - continued Stocks, Soups, and Sauces No lab this week Mar 27 - Exam 2 (Weeks 4-7, Vegetables to end of Salads & Dressings)	p. 297-302
10	Apr 1, 3	Stocks, Soups, and Sauces – Lab 7	Ch 6
11	Apr 8, 10	Meat – Lab 8 Apr 10 – Recipe Makeover Due in Canvas by noon	Ch 9, 10
12	Apr 15, 17	Milk, cheese – Lab 9 Apr 17 – Exam 3 (Weeks 7-9, Eggs & Egg Substitutes to end of Stocks, Soups, and Sauces)	Ch 19 Gluten - pp. 338-340
13	Apr 22, 24	Yeast breads and cakes – Lab 10	Ch 22 (pp. 444-455)
14	Apr 29, May 1	Quick breads, pastry, beverages - Lab 11 May 1 Learning & Leadership ePortfolio due in Canvas by noon	Ch 16, 18, 23
15	May 6, 8	Beverages, complete lectures Lab cleaning on May 7	Ch 26
Final Exam: Thursday, May 16 from 8:00 – 10:00 a.m. (Weeks 10-15, Meat unit to end)			