



INSTRUCTIONAL PACKAGE

BKP 182

ARTISAN BREADS

Effective Term
SU / 2020

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: SU 2020

COURSE PREFIX: BKP 182

COURSE TITLE: ARTISAN BREADS

CONTACT HOURS: 9

CREDIT HOURS: 3

RATIONALE FOR THE COURSE:

To provide students with the basic knowledge of baking and pastry techniques that will prepare them for employment.

COURSE DESCRIPTION:

This course introduces the fundamental skills, concepts and techniques of artisan bread baking. Use of sponges, wild yeast, bigas and poolish will be incorporated in making authentic rustic bread. Students will make an assortment of international breads as well as breads for special occasions.

PREREQUISITES/CO-REQUISITES:

BKP 119 with a grade of C or better and Serve Safe Certificate

REQUIRED MATERIALS:

Textbook: *Advanced Bread and Pastries. A professional approach.* Michael Suas. (2008). Delmar Cengage Learning. Clifton Park, NY.

Please visit the Bookstore online site for most current textbook information. Use the direct link below to find textbooks.

[BOOKSTORE](#).

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

ADDITIONAL REQUIREMENTS:

BPA Tool Bag, Masking Tape, Sharpie, Pen, Notebook, and Full BPA Uniform.

Uniform: Double Breasted Coat w/ College Logo and Name Embroidered, Checkered Black and White Pants, Black Bakers hat, White Apron, and Black Slip Proof Kitchen Shoes.

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's student portal for course materials.
WaveNet and D2L email access.

STUDENT IDENTIFICATION VERIFICATION

Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

NETIQUETTE: is the term commonly used to refer to conventions adopted by Internet users on the web, mailing lists, public forums, and in live chat focused on online communications etiquette. For more information regarding Netiquette expectations for distance learning courses, please visit [Online Netiquette](#).

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

Upon successful completion of this course, the student should be able to:

- Apply different traditional fermentation methods; to include – sour levain starters, poolish starters, and pate fermente to produce a variety of artisan breads meeting quality standards.
- Analyze the components of the bread dough at its various stages, and evaluate the finished product.
- Demonstrate hands-on skills to form and mold breads/rolls to quality standards and production deadlines
- Identify a variety of flours and describe their different uses
- Produce a variety of Artisan, International and American traditional breads meeting quality standards and production deadlines

Course Objectives:

While objectives are specific areas of importance, competencies define a broader set of goals. At the completion of this course the student should be able to:

- Discuss the fermentation processes and how they contribute to flavor
- Contrast the advantages and limitations inherent in scratch baking

- Identify the characteristics of wild and commercial yeasts
- Select and use basic bakery equipment under different production scenarios
- List and define terminology specifically related to the production of baked goods
- Scale ingredients accurately
- List, describe and apply safety and sanitation practices used in handling baking ingredients and products

To identify and explain the following terms as they apply to the baking process:

| | |
|--|-------------------------------------|
| Leavening | Leavening agent |
| Gluten | Gelatinization |
| Extracts | Emulsions |
| Emulsified vegetable shortening | Non-emulsified vegetable shortening |
| Butter | Stabilizers |
| Foaming | Pre-fermentation |
| Pre-ferments | Sour dough starters |
| Hard wheat flour: clear/hi-gluten/patent | Yeast raise dough |
| Whole eggs/ Fortified eggs | Proofing |
| Dry yeast/ compressed yeast | Folding |
| Fermentation | Fats: Shortening / butter / oils |
| 2-stage mixing | Specialty flours |

All course objectives outlined will be covered; however, the exact sequence and timing may be adjusted by the chef/instructor to facilitate group size and the group's ability as well as availability of food product.

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Employability Skills:

One of the instructional goals of the International Culinary Institute of Myrtle Beach is to assist the student in developing employability skills by coaching and teaching these skills. This is accomplished by setting high expectations, and establishing accountability for these expectations by giving timely, positive and consistent feedback. Both the instructor and the students will participate in a learning community that models excellent employability skills: Teamwork, Time Management, Communication, Problem Solving, and Professionalism.

****Students – please refer to the Instructor's Course Information sheet for***

specific information on assessments and due dates.

General Education Outcomes

This course fulfills the following General Education Outcomes through:

- Select and use basic pastry/bakery equipment under different production scenarios
- Identify and explain the artisan bread terms as they apply to the pastry/baking process
- Demonstrate standards for sanitary product use and storage of items produced in the baking and pastry class

Upon completion of this course, students will be able to:

- ☒ Communicate effectively;
- ☒ Think critically;
- ☒ Self and professional development.

Effective Professional and Interpersonal Communication (EPIC)

This course fulfills HGTC's Quality Enhancement Plan for Effective Professional and Interpersonal Communication. Upon completion of this course, students will be able to:

- ☒ Utilize appropriate communication formats when conveying professional and interpersonal thoughts and ideas.
- ☒ Apply appropriate language when speaking and writing for their chosen field of study or Industry.
- ☒ Demonstrate appropriate communication techniques when engaging audiences.

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*

Students' performance will be assessed, and the weight associated with the various measures/artifacts are listed below.

Evaluation and Grading

| | |
|-------------------------------|-------------|
| Daily grade | 40% |
| WEEKLY QUIZZES ON D2L | 10% |
| Daily Homework Entry in class | 15% |
| Final Practical Exams Project | 35% |
| Total: | 100% |

Daily Points Breakdown (Total of 25 points per day) for 40% of Final Grade
(An absence equals ZERO)

| | |
|--|---------|
| Personal Appearance / Uniform | 1-5pts |
| Recipe Cards/Course Pack | 1-5 pts |
| Technical skills/quality of work/participation | 1-5 pts |
| Present and ON TIME | 1-5 pts |
| Sanitation practices | 1-5 pts |

D2L QUIZZES (100-point scale) for 10% of Final Grade

There will be quizzes that will be given on D2L. These quizzes will also be your test bank for your final written exam.

HOMEWORK (25 point scale per week) for 15% of Final Grade

The homework will be collected from Drop Box Weekly for grading. Check Modules and Dates for Due Times. Any late HOMEWORK will receive a zero (0) grade.

Notebook Requirements:

It will be the responsibility of all Culinary Arts students to have a three-ring notebook. Each student will be held accountable for keeping the notebook neat, up to date and organized. The notebook should contain all lecture notes and recipes in an organized manner (i.e. Your Hard copies of your Journal Entries). You are building a reference guide for your future. It is recommended that you type all recipes and to edit and type lecture notes in order to make your notebook as concise and organized as possible. An organized notebook **MUST** contain section dividers to separate major content items and labeled as follows:

- Lectures (Cookies, Breads, Custards, Etc.)
- Pastry Principals
- Terminology
- Homework
- Sanitation
- Tests or Quizzes

This notebook will be graded from time to time (with or without notice). THIS SHOULD BE WHERE YOU KEEP YOUR SHEET PROTECTED RECIPE WORK FOR THE DAY AS WELL AS YOUR TIMELINES AND MENUS. This is part of your daily grades. The rewriting of notes and keeping the notebook up to date is a job that is to be done daily. Information sheets and recipes should be filed along with notes in the proper categories.

The goal is to create a learning tool and reference that will serve the student even beyond the scope of this course. The notebook will be reviewed periodically and is included in the measurement for the course

Final Exams and Process (220-point scale) for 35% of Final Grade

There are 3 parts to the Final Exam Process

1. Final Ornamental Presentations Amenity and Tags worth 40 points
2. Final Written Exam 50 questions 2 points per question
3. Final Bread Presentation worth 80 points

These three parts will be explained in detail at the end of week one, during lecture.

No late assignments will be graded. You will receive a Zero for the Journal, Report or Test. This is your responsibility to keep up with!

***Students, for the specific number and type of evaluations, please refer to the Instructor's Course Information Sheet.**

GRADING SYSTEM:

- A 90 – 100
- B 80 – 89
- C 70 – 79
- D 60 – 69

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the academic calendar for deadlines for add/drop (<http://www.hgtc.edu/academics/academiccalendars.html>). You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent

(90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

For online and hybrid courses, check your Instructor's Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

Attendance for Face-to-Face Courses:

For a 14-week course (fall and spring) the allowed number of absences for a MW or TR class is as follows: 5 absences are allowed regardless of reason. After the allowed number of misses, the student will be dropped from the course with a W or a WF.

Part V: Student Resources



THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):

The SSTC offers to all students the following **free** resources:

1. **Academic tutors** for most subject areas, **Writing Center support**, and **college success skills**.
2. Online **tutoring** and academic support resources.
3. Professional and interpersonal communication **coaching** in the EPIC Labs.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring appointments using TutorTrac, visit the Student Services tab in WaveNet. Email sstc@hgtc.edu or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455, or go to the [Online Resource Center](#) to access on-demand resources.



CENTRAL STUDENT INFORMATION CENTER: TECH Central

TECH Central offers to all students the following **free** resources:

1. **Getting around HGTC:** General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) including scheduled technology training, Office 365 support, password resets, and username information.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.
5. **Chat with our staff on TECH Talk**, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552.

Visit the [Tech Central](#) website for more information. Live Chat and Center locations are posted on the website. Or please call (843) 349 – TECH (8324).

Student Testing:

Testing in an **online/hybrid** course may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms

Further more tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through RPNOW, our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to HGTC's [Accessibility and Disability Service webpage](#). The Accessibility and Disability staff will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in educational programs and/or activities.

Inquiries regarding the non-discrimination policies: Students and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs, Dr. Melissa Batten, VP Student Affairs, Title IX Coordinator, Building 1100, Room 107A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5228, Melissa.Batten@hgtc.edu. Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources, Jacquelyne Snyder, VP Human Resources, Section 504, Title II, and Title IX Coordinator, Building 200, Room 212A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, Jacquelyne.Snyder@hgtc.edu.

TITLE IX REQUIREMENTS:

All students (as well as other persons) at Horry-Georgetown Technical College are protected by Title IX—regardless of their sex, sexual orientation, gender identity, part- or full-time status, disability, race, or national origin—in all aspects of educational programs and activities. Any student, or other member of the college community, who believes that he/she is or has been a victim of sexual harassment or sexual violence may file a report with the college's Chief Student Services Officer, campus law enforcement, or with the college's Title IX Coordinator, or designee.

*Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

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Dr. Melissa Batten, VP Student Affairs

Title IX Coordinator

Building 1100, Room 107A, Conway Campus

PO Box 261966, Conway, SC 29528-6066

843-349-5228

Melissa.Batten@hgtc.edu

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Jacquelyne Snyder, VP Human Resources

EEO and Title IX Coordinator

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