

Signature Page

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For the CTC:

 03/24/21

Director Date

For the College:

 3/25/21

Kristy A. Bishop, Ph.D. Date
Vice-President of Academic Affairs

Appendix I
Articulated Courses

Guide for Local Articulation

Curriculum Guide for the articulation of Institutional Food Worker college coursework and credit between WCCC and ICTC

WCCC

FSM 105 Foods I (4 cr.)

FSM 118 Sanitation (2 cr.)

FSM 103 Introduction to Hospitality (3)

BKP 141 Baking I (If pursuing baking and pastry 4 cr)

ICTC

CIP 12.0508



COURSE OUTLINE

Course Information

- A. Course Title: Foods I
- B. Course Number: FSM 105
- C. Lecture, Lab and Credit Breakdown: 2/4/4
- D. Course Prerequisite(s): None
- E. Course Co-requisite(s): None

Catalog Description

Introduction to food preparation and theory will introduce the student to the application of principles of food cookery. Principles relating to various categories of food preparation will be investigated and then applied in a laboratory situation. Sanitation and safety procedures will be emphasized. Uniforms and program tool kit required for all lab classes.

Learning Objectives

The purpose of this course is to:

1. Practice sanitation and safety in food preparation, food service, and clean-up operations.
2. Assess food according to its appearance, nutritive value, taste and texture.
3. Identify micro-organisms which relate to food spoilage and food-borne illnesses.
4. Utilize correct principles, techniques and skills to prepare foods.
5. Organize a food preparation team to effectively function within industry.
6. Evaluate industry trends and references.
7. Perform calculations using current technology (i.e. computers, calculators, POS).
8. List and define the fundamentals of good personal hygiene.
9. Demonstrate good personal hygiene and health habits in labs.
10. Demonstrate acceptable procedures when preparing TCS foods.
11. Describe appropriate types and use of fire extinguishers used in the foodservice area.
12. List common causes of typical accidents and injuries in the foodservice industry and outline a safety management program.
13. Demonstrate appropriate emergency policies for kitchen and dining room injuries.
14. Practice sustainability through waste control.
15. Become aware of energy conservation.

Course Outcomes

Upon successfully completing this course, students will be able to:

1. Utilize appropriate culinary terms.
2. Describe the various cuisines and contributions of leading culinarians.
3. Identify the parts and describe the components of a standardized recipe.
4. Perform basic math functions.
5. Perform recipe yield conversions.
6. Assess menu pricing according to labor and food costs.
7. List symptoms common to food-borne illnesses and ways to prevent these illnesses.
8. Review SDS and their requirements.
9. Store foods at the proper temperatures and according to correct storage principles.
10. Practice quality standards in utilizing vegetables, fruits, fish, dairy products, meats and poultry.
11. Identify the functions of all departments both in the kitchen and "front of house."
12. Prepare vegetables and fruits for service.
13. List the major classes of sauces and their preparations.
14. Prepare breakfast beverages.
15. Clean, butcher and prepare for service poultry items.
16. Prepare various cuts of meats according to accepted cooking methods.
17. Identify cuts and grades of meats.
18. Prepare pasta and rice dishes for service.
19. Prepare seafood items for service.
20. Identify and utilize seasonings, flavorings, spices, herbs, oils, vinegars, marinades and rubs to complement a dish.
21. Prepare hot and cold sandwiches.
22. Requisition food supplies.
23. Define and describe the sautéing process.
24. Prepare a variety of foods using the sauté techniques.
25. Evaluate the quality of sautéed items.
26. Fry a variety of foods to their proper doneness.
27. Evaluate the quality of fried foods.
28. Define and describe the roasting and baking processes.
29. Compare and contrast roasting, baking, smoke-roasting and spit-roasting.
30. Roast meats, poultry and fish to the correct doneness to develop the best flavor and texture in the finished dish.
31. Evaluate the quality of roasted items.
32. Select and prepare meats and seasonings and barbecue them to the appropriate doneness.
33. Define and describe the barbecue process.
34. Define and describe the process of grilling and broiling.
35. Grill and broil foods to the proper doneness.
36. Evaluate the quality of grilled and broiled items.

37. Define and describe the processes of braising and stewing, noting the similarities and differences.
38. Braise and stew foods to the proper doneness.
39. Evaluate the quality of braised and stewed items.
40. Define and describe the process of shallow-poaching.
41. Prepare shallow-poached foods properly and produce a sauce that incorporates the cooking liquid.
42. Evaluate the quality of shallow-poached items.
43. Define poaching and simmering and correctly identify the temperature range at which each occurs.
44. Poach and simmer foods to the proper doneness.
45. Evaluate the quality of poached and simmered foods.
46. Define and describe the boiling and steaming process.
47. Prepare boiled and steamed foods to the proper doneness.
48. Evaluate the quality of boiled and steamed items.
49. Utilize standard weights and measures to demonstrate proper scaling and measurement techniques.
50. Identify and use herbs, spices, oils, vinegar, condiments, marinades and rubs.
51. Evaluate the quality of herbs, spices, oils, vinegar, condiments, marinades and rubs.
52. Perform basic fabrication tasks with meat, poultry, seafood and variety meats.
53. Using the basic cooking methods, prepare meat, seafood, poultry and variety meats to the proper doneness.
54. Evaluate the quality of prepared meats, seafood, poultry and variety meats.
55. Define stock and describe its uses.
56. Identify different types of stocks.
57. List the basic ingredients needed for making stocks.
58. Describe the functions of the ingredients.
59. Describe the process of making stocks.
60. Prepare a variety of stocks.
61. Evaluate the quality of a properly made stock.
62. Define, describe and explain the purpose of sauces.
63. Identify and prepare the grand sauces.
64. Prepare a variety of non-grand/classical sauces.
65. List the basic ingredients needed for making grand and non-grand sauces.
66. Describe the functions of the ingredients in sauces.
67. Evaluate the quality of a properly made sauce.
68. Define and describe soup and identify its two basic categories.
69. Prepare a variety of soups from each category.
70. Describe the process of making each category of soup.
71. Evaluate the quality of a properly made soup.
72. Identify a variety of fruits, vegetables, starches, legumes and grains.
73. Prepare a variety of fruits, vegetables, starches, legumes and grains using the basic cooking methods.

74. Evaluate the quality of prepared fruits, vegetables, starches, legumes and grains.
75. Define salad dressing and describe its purposes.
76. Identify, define and describe the types of salad dressings.
77. Prepare a variety of salad dressings and evaluate the quality of each.
78. Identify a variety of common salad greens.
79. Prepare and dress greens for a salad.
80. Evaluate the quality of properly prepared and dressed green salad.
81. Identify, describe and prepare a variety of composed salads.
82. Evaluate the quality of composed salads.
83. Identify and describe the purpose of the elements of a sandwich.
84. Prepare a variety of hot and cold sandwiches.
85. Evaluate the quality of sandwiches.
86. Identify and prepare a variety of breakfast meats.
87. Evaluate the quality of prepared breakfast meats.
88. Describe a variety of preparation techniques used in egg cookery.
89. Cook eggs using a variety of preparation techniques.
90. Evaluate the quality of prepared eggs.
91. Identify and prepare a variety of breakfast batter products.
92. Evaluate the quality of prepared breakfast batter products.
93. Identify products appropriate for composting.
94. Identify money saving benefits of recycling.
95. Recycle appropriate products.
96. Research recycling, composting, and waste disposal policies of site area.
97. Identify steps to conserve water and energy use.

Topical Course Outline

Weeks 1 & 2

Syllabus

Hospitality Programs Student Manual Review

Text Review

Kitchen Brigade

Sanitation

Kitchen Safety and Fire Procedures

Knife Care and Cuts

Herbs/Spices

Glossary Review

Math: Pre-test

Composting Recycling and Energy Use

Week 3

Eggs

Dairy Products

Beverages

Week 4

Salads and Salad Dressings

Fruits

Week 5

The Menu
Principles of Cooking
Stocks
Butter Sauces, Hollandaise, Compound Butters

Weeks 6 & 7

Nutrition:
Essential Nutrients
Food Pyramid
Labeling
Test 1

Weeks 8 & 9

Clear Soups and Thick Soups and Specialty Soups

Weeks 10, 11 & 12

Meats

Weeks 13 & 14

Poultry

Week 15

Fish and Shellfish

Week 16

Equipment Sheets
Lab Sheets
Lab Cleaning

References, Resources, and Learning Materials Text:

Professional Cooking, Gisslen – Wiley, 9th edition, March 2018

Math Principles for Food Service Occupations, Anthony & Pamela Strianese –
Delmar, 6th edition, 2012

Student Handbook for School of Culinary Arts/Hospitality,
Cindy Komarinski, PhD, CCC, CCE

Reviewed and Approved by:

Division Dean

Date



COURSE OUTLINE

Course Information

- A. Course Title: Sanitation
- B. Course Number: FSM 118
- C. Lecture, Lab and Credit Breakdown: 2/0/2
- D. Course Prerequisite(s): None
- E. Course Co-requisite(s): None

Catalog Description

A study of food and environmental sanitation and safety in food service. Emphasis is given to the study of foodborne illnesses and their origins as well as the precautionary measures that must be taken to prevent these illnesses. Providing the consumer with wholesome, safe food that conforms to the standards of the regulatory agencies is stressed. Upon completion of the course, a final certification exam furnished and corrected by the Educational Foundation of the National Restaurant Association will be administered. The certificate received for successful completion of the ServSafe exam is recognized by the Pennsylvania Department of Agriculture for food employee certification. Students must pass the certification exam with a minimum score of 75% to successfully complete the course.

Learning Objectives

The purpose of this course is to:

1. Define sanitation.
2. Apply principles of HACCP.
3. Identify physical, chemical and biological contaminants.
4. Identify training which employees would receive to follow safe sanitary food handling practices.
5. Identify regulations and standards set forth by the PA Department of Agriculture, the USDA and local Health Departments.
6. Explore a self-inspection program which would ensure a consistent customer perception of an operation and identify modifications for compliance with standards.
7. Recognize sanitation aspects of equipment and supplies.
8. Identify the major causes of accidents and injuries and outline a safety management program.
9. Identify common safety violations.
10. Identify microorganisms which are related to food spoilage and foodborne illnesses; describe their requirements and methods for growth.
11. Describe symptoms of common foodborne illnesses and prevention.
12. Define fundamentals of good personal hygiene.
13. Demonstrate acceptable procedures when preparing TCS foods to include time/temperature principles.

14. Identify major causes of food spoilage.
15. Define food spoilage indicators.
16. Outline the flow of food through an establishment and list the ways contamination can occur.
17. Recognize sanitary and safety design and construction features of food production equipment.
18. Review SDS sheets and explain requirements in handling hazardous materials. Discuss Right-to-Know.
19. Develop cleaning and sanitizing schedule and procedures for equipment and facilities.

Course Outcomes

Upon successfully completing this course, students will be able to:

1. Define the domain for food contamination.
2. Identify sanitation violations and take corrective action.
3. Purchase, receive, and store foods and non-food items to maximize quality, minimize spoilage and conform to user specifications.
4. Prepare, cook, serve, chill and reheat foods to insure the highest quality and minimize spoilage.
5. Compare and contrast training methods which would motivate employees to follow safe and sanitary food handling practices.
6. Develop a self-inspection program to insure customer satisfaction.
7. Define proper methods of cleaning and sanitizing food contact surfaces and types of cleaners and sanitizers and their uses.
8. Train employees in safety and accident prevention.
9. Discuss how HACCP practices are addressed in the purchasing, receiving, storing and issuing procedures.
10. Explain regulations for inspecting and grading of meats, poultry, seafood, eggs, dairy, fruits and vegetables.
11. Explain storage procedures for rotation of stock for costing and evaluating.
12. Describe appropriate measures for insect, rodent and pest control and eradication.
13. Demonstrate appropriate emergency policies for kitchen and dining room injuries.

14. Describe appropriate types of fire extinguishers used in the food service areas.
15. Review food bio-terrorism and impact.

Topical Course Outline

- Syllabus
- Introductions
- Text Book Review
- ServSafe Certification
- Department of Agriculture Requirements
- Pre-test
- Keeping Food Safe
- Understanding the Micro World

- Contamination – Food Allergens and Foodborne Illness
- The Safe Food Handler
- The Flow of Food – An Introduction
- The Flow of Food – Purchasing and Receiving Safe Food
- The Flow of Food – Storage
- The Flow of Food – Preparation
- The Flow of Food – Service
- Food Safety Management Systems
- Safe Facilities and Equipment
- Cleaning & Sanitizing
- Integrated Pest Management
- Food Safety Regulations and Standards
- Staff Food Safety Training
- Certification Exam – Student must be present at this class
- Accident Prevention & Action in Emergencies
- Waste Disposal, Recycling and Composting Discussion
- Review of Grades
- Certification Exam Certificates Distributed or Mailed

References, Resources, and Learning Materials Text:

Students can purchase textbooks through [Westmoreland's Virtual Bookstore](#).

ServSafe Manager, 7th edition, National Restaurant Association (*with answer sheet*)

Reviewed and Approved by:

Division Dean

Date



COURSE OUTLINE

Course Information

- A. Course Title: Introduction to the Hospitality Industry
- B. Course Number: FSM 103
- C. Lecture, Lab and Credit Breakdown: 3/0/3
- D. Course Prerequisite(s): None
- E. Course Co-requisite(s): None

Catalog Description

An overview of the careers and opportunities in food service, lodging and tourism with an emphasis on employability skills. Individual responsibilities, current industry issues and future trends are explored. Transportation to off-campus locations and the cost of the required etiquette event are the responsibility of the student.

Learning Objectives

The purpose of this course is to:

1. Identify the domains of the hospitality industry
2. Define hospitality and the philosophy of the hospitality industry
3. Identify and apply common terminology used in the field of hospitality
4. Trace the growth and development of the hospitality and tourism Industry
5. Research career opportunities in the hospitality field
6. Use resources in the Learning Resource Center to gather information related to professional organizations in the hospitality industry
7. Locate and evaluate resources related to the hospitality industry
8. Explore trends that impact the hospitality industry and career opportunities
9. Practice business etiquette
10. Apply to self, employability skills
11. Develop an awareness of sustainability and green environments within the hospitality areas

Course Outcomes

Upon successfully completing this course, students will be able to:

1. Prepare a list of types of operations within the hospitality industry
2. Compare career options in the hospitality field
3. Create an industry report integrating information from a facility visitation; include career opportunities
4. Write career goals

5. List professional organizations associated with the hospitality industry; their purposes and benefits
6. List resources associated with the hospitality industry
7. Prepare resumes
8. Identify the needs, wants and desires of the internal and external customer
9. Investigate acceptable global hospitality etiquette
10. Define business ethics and the steps necessary to maintain an ethical business environment
11. Outline the organization, structure and functional areas in various hospitality organizations as a perspective for later courses in menu planning, purchasing, food production and service, food and beverage controls, management, etc.
12. Identify environmentally friendly products
13. Identify benefits of using natural fiber textiles
14. Identify recyclable, reusable or biodegradable items
15. Define "energy efficient" and its benefits and cost savings
16. Identify energy efficient equipment models
17. Identify energy saving plans for lights

Topical Course Outline

Week 1

- A. Introductions/Syllabus Review
- B. Introduction and Characteristics of Hospitality Domains
- C. Graduate Placements
- D. "Be Lucky"
- E. Service Success
- F. Total Quality Management

Week 2

- A. Review of Hospitality Program Student Handbook
- B. Are you Fit for the Industry
- C. Industry Trends/Forecasts
- D. Select teams for Sustainability Project
- E. Schedule Business Etiquette Dining Experience

Weeks 3 & 4

- A. Industry Visitation Approval/Approve interview questions for visitation
- B. Write Career Goals
- C. Introduce concept of contract (contracts due Week 5)
- D. Based on Career Goals; Investigation of Professional Organization (due Week 4)
- E. Learning Resource Center Visit
- F. Tourism and Travel

Weeks 5 & 6

- A. Business Etiquette including International
 1. Greetings/Introductions
 2. General Courtesies/Social Skills
 3. Table Manners
- B. Lodging and Cruise Operations

Week 7

Visitation Week

Week 8

Business Dining Etiquette Experience

Visitation Report Due/Discussion

Weeks 9 & 10

- A. Interviewing for Jobs
- B. Resume Preparation/Portfolio Development
- C. Marketing Self in Job Market
- D. Team work: Trends Research
- E. Food and Beverage Service
- F. Exam 1

Week 11

- A. Club Management

Week 12

- A. Theme Parks and Attractions
- B. Fairs/Festivals

Week 13

- A. Gaming/Casinos
- B. Meetings/Conventions & Expositions

Week 14

- A. Business Ethics
 - 1. As it relates to product production, marketing and purchasing
 - 2. As it relates to co-workers, supervisors, customers and personal behavior.
- B. Resume/Portfolio Due
- C. Exam 2

Week 15

- A. Team Project Presentations

Week 16

Semester Review

References, Resources, and Learning Materials Text:

Exploring the Hospitality Industry, 3rd edition, Walker, 2014,
Interactive Access Code packaged with book

Reviewed and Approved by:

Division Dean

Date



COURSE OUTLINE

Course Information

- A. Course Title: Baking I
- B. Course Number: BKP 141
- C. Lecture, Lab and Credit Breakdown: 2/4/4
- D. Course Prerequisite(s): None
- E. Course Co-requisite(s): None

Catalog Description:

The student learns the fundamentals of quantity baking which involves preparation of yeast rolls, breads, pies, cakes, cookies, tarts and doughnuts. The properties of baking ingredients, use and care of commercial bake shop equipment, and storage and sanitation of baked products are studied. Uniforms and program tool kit are required.

Learning Objectives

The purpose of this course is to:

1. Appropriately identify, select and demonstrate the use of and maintain bakeshop equipment and utensils.
2. Utilize sanitation and safety practices to effect baking and clean-up operations.
3. Assess baked goods according to appearance, texture, and taste.
4. Prepare baked products utilizing appropriate principles, techniques, and cooking methods.
5. Relate computer use to baking and its functions.
6. Demonstrate good personal hygiene and health habits in labs.
7. Demonstrate acceptable procedures when preparing TCS foods.

Course Outcomes

Upon successfully completing this course, students will be able to:

1. Utilize appropriate baking terminology.
2. Describe properties and list functions of baking ingredients.
3. Define and describe the variety of cookie types and the mixing methods utilized to produce them.
4. Produce a variety of cookies and evaluate quality.
5. Define and describe the variety of cake types and mixing methods utilized to produce them.
6. Prepare a variety of cakes and evaluate the quality.
7. Properly utilize the pastry bag.
8. Demonstrate basic icing and decorating techniques and evaluate the quality of iced and decorated cakes.

9. Define and describe the variety of laminated doughs and explain the process of lamination.
10. Prepare laminated dough products and evaluate the quality.
11. Define and describe pate choux, its uses, and methods of preparation, baking and filling.
12. Prepare pate choux products and evaluate quality.
13. Prepare flaky and mealy pie crusts and evaluate quality.
14. Prepare basic pie filling and meringues and evaluate quality.
15. Define and describe creams, custards, puddings and related sauces and various types of uses and preparation methods.
16. Prepare a variety of creams, custards, puddings and related sauces and evaluate quality.
17. Apply basic principles of yeast dough production and define and describe the 12 steps of yeast-leavened breads.
18. Perform the process of recipe conversion.
19. Perform recipe yield conversion.
20. Prepare and evaluate meringue.
21. Prepare quick breads, fritters, crisps, cobblers, and define and describe mixing methods and evaluate quality.
22. Discuss the application of mixes and other value added products.
23. Define and describe a variety of fillings and toppings for pastries and baked goods.
24. Prepare a variety of fillings and toppings for pastries.
25. Demonstrate proper scaling and measurement techniques.
26. Prepare yeast breads and evaluate quality.
27. Identify the parts and describe the use of the components of a baking formula.
28. Review SDS and their requirements.
29. Discuss nutritional concerns as they apply to baking and recipe appropriate modifications.

Topical Course Outline

- Basic Professional Skills
- Baking and Pastry Equipment
- Ingredients
- Basic Baking Principles
- Calculate Baker's Percentages
- Baker's Vocabulary
- Prepare Yeast Doughs
- Prepare Rich Yeast Doughs
- Prepare Laminated Doughs
- Prepare Doughnuts
- Prepare Pies & Pie Filling
- Prepare Basic Syrups, Creams, Sauces and Meringues
- Prepare Cream Puffs
- Prepare Quick Breads
- Prepare Creaming Method Cakes
- Prepare 2-Stage Method Cakes
- Prepare Simple Butter Cream and Italian Meringue
- Prepare Cookies and Brownies

References, Resources, and Learning Materials Text:

1. Professional Baking, Gisslen, 7th edition, Gisslen
2. Math Principles for Food Service Occupations, 6th edition, Delmar, 2012
3. Student Handbook for School of Culinary Arts/Hospitality,
Cindy Komarinski, PHD, CCC, CCE

Reviewed and Approved by:

Division Dean

Date