MEMO TO: Jayne Harvie (cc: Rainer Newberry; Marsha Sousa; Michael Roddey; Kathy Dixon)
FROM: Ed Husted
RE: Final Changes to CAH Formats
DATE: June 3, 2010

Group 1:

The following formats have already approved by the committee at its meeting on April 26 or May 10.

69 Changes to the AAS degree
70 Changes to the certificates
71 CAH 101, “Intro to Culinary,” new course (1 credit, letter graded)
72 CAH 230, “Menu Planning,” new course (1 credit, letter graded)
73 CAH 140, “Culinary I-Principles & Techniques,” (4 credits, letter graded)
74 CAH 141, “Culinary II-Stocks, Soups & Sauces,” (4 credits, letter graded)
75 CAH 146, “Introduction to Baking and Pastry,” (4 credits, letter graded)
76 CAH 150, “Food Service Sanitation,” (2 credits, letter graded)
84 CAH 250, “Garde Manger,” (4 credits, letter graded)

Group 2:

At its meeting on May 24, the committee met with Michael Roddey, Program Coordinator for TVC Culinary Arts and Hospitality Program, and Marsha Sousa, TVC Associate Dean for Academics. Following lengthy discussion between committee members and Chef Roddey, I was authorized by the committee to provide final approval of all remaining CAH course changes once convinced the requested changes had been made. I have double-checked the following formats in “Group 2” and am submitting them as “approved” by the committee. I am providing additional commentary regarding CAH 154 (77) and CAH 242 (81).

77 CAH 154, “Food and Beverage Service,” (2 credits, letter graded)
   A committee member questioned the “Course Schedule” which listed only “menu review” as the topic for weeks 4 through 14. After consultation with Chef Roddey, I am approving the Format 2 course change for CAH as presented. The last 11 weeks of the course involve working with a different “menu” each week to instruct students in the appropriate variations of dining room service depending on the specifics of the menu involved. The course schedule could be altered to state “Menu 1,” “Menu 2,” “Menu 3,” etc., to illustrate that each week students will be working with a different set of menu criteria; that is, not the same “menu” each week. However, I find that clarification to not be necessary.

78 CAH 160, “Principles of Nutrition,” (2 credits, letter graded)
79 CAH 175, “Protein Fabrication,” (3 credits, letter graded)
80 CAH 199, “Culinary Arts Externship,” (2 credits, letter graded)
81 CAH 242, “Culinary III-Vegetables & Starch,” (4 credits, letter graded)
   The committee questioned the course syllabus in two minor ways. 1) Week one of the course schedule simply says “chapter.” At the meeting with the committee, Chef Roddey agreed to simply delete the word “chapter,” likely a typo, since the first class involves an introduction to and general review of the course. 2) Also the same schedule lists several readings from a “chapter” but doesn’t indicate which of the three listed texts
the chapter is in. Chef Roddey explained that all readings are from the first text listed, “Professional Cooking,” and that students will be advised the other two listed texts constitute supplementary reading.

82 CAH 243, “Culinary IV-Ala Carte Cookery,” (4 credits, letter graded)
83 CAH 248, “Intermediate Baking & Pastry,” (4 credits, letter graded)
84 (Included in “Group 1,” above)
85 CAH 253, “Storeroom Purchasing and Receiving,” (2 credits, letter graded)
86 CAH 255, “Human Resources and Supervision in Hospitality,” (3 credits, letter graded)
87 CAH 256, “Restaurant and Hospitality Cost Management,” (2 credits, letter graded)

Group 3:

For the courses in “Group 3” and “Group 4,” all courses taught in the evening mostly by adjunct instructors, the committee did not like the high percentages given under “Grading Structure” for “participation,” “attendance,” etc.

1) At his meeting with the committee, Chef Roddey agreed it was appropriate to change the grading structure to 60% “skills and knowledge,” 20% “participation,” and 20% either “final practical,” “final written exam,” or “research project,” depending on the course. He provided the committee with a detailed outline of the revised grading structure which I am attaching as “Exhibit A.”

2) Pursuant to the committee’s request, Chef Roddey has also submitted a sample final exam for one of the evening courses, CAH 171, “Gourmet Baking.” The committee did not require a similar document to be submitted with each of the courses, but simply asked that a generic example be submitted which, with appropriate alterations, could be used in any CAH course to constitute the final 20% of the revised grading structure. This sample final exam is attached as “Exhibit B.”

3) Attached as “Exhibit C:” is a set of rubrics which will provide culinary students with explicit explanation of how they will be graded on such skills as “attitude and professionalism,” “sanitation and safety,” “job duties,” “knife skills,” etc.

4) Attached as “Exhibit D” is a “CAH Student Daily Evaluation” sheet which is being developed by the CAH faculty to evaluate culinary students on a day-to-day basis.

With these changes, the following course formats are approved:

88 CAH 117, “Art in Cake Icing,” (2 credits, pass/fail)
89 CAH 161, “Pastry Tube Art,” (1.5 credits, pass/fail)
90 CAH 170, “Gourmet Cooking,” (2 credits, pass/fail)
91 CAH 171, “Gourmet Baking,” (2 credits, pass/fail)
92 CAH 172, “Gourmet Asian Cooking,” (2 credits, pass/fail)
93 CAH 174, “Vegetarian Cooking,” (2 credits, pass/fail)
94 CAH 176, “Heart Healthy and Diabetic Cooking,” (2 credits, pass/fail)
Group 4:

The committee noticed that the following six-week, one-credit-hour courses do not show sufficient student contact hours. The class times need to be changed to 6 PM. to 10:10 PM. With this change being made, the following four courses are approved.

95  CAH 177, "Understanding Brewing and Fermentation," (1 credit, pass/fail)
96  CAH 178, "Intermediate Brewing and Fermentation," (1 credit, pass/fail)
97  CAH 257, "Introduction to Wine Appreciation," (1 credit, pass/fail)
98  CAH 258, "Intermediate Wine Appreciation," (1 credit, pass/fail)

RECAP
Faculty Senate Curriculum Spring Review Cycle
Numbers 69 through 98

69  Group 1
70  Group 1
71  Group 1
72  Group 1
73  Group 1
74  Group 1
75  Group 1
76  Group 1
77  Group 2
78  Group 2
79  Group 2
80  Group 2
81  Group 2
82  Group 2
83  Group 2
84  Group 1
85  Group 2
86  Group 2
87  Group 2
88  Group 3
89  Group 3
90  Group 3
91  Group 3
92  Group 3
93  Group 3
94  Group 3
95  Group 4
96  Group 4
97  Group 4
98  Group 4
CAH responses for UAF Faculty Senate

General grading structure for evening classes: 200 point scale (100 point for 6 week classes)

60% skills & knowledge = 120 points
   10 daily quizzes
   10 daily skill assessments

20% participation = 40 points
   10 days of graded class participation

20% options relevant to each class:

20% final practical = 40 points
   To assess four formulas: cookies, muffins, crusts, and pastry cream
   Detailed information on the exam is in attachments
   or

20% final written exam 40 points (20 points for 6 week class)
   or

20% research project/paper 40 points (20 points for 6 week class)
   Example topics: conching chocolate, tempering chocolate, classical tortes, the science of baking, or puff pastry, or pate a choux, etc.

Paper should be a minimum of 3 pages double spaced with standard 1” margins.
You are expected to research and reference minimum of three sources.
Grading is as follows:
   30 points for content
   5 points for grammar and composition
   5 points for properly referencing minimum three sources

Exhibit A
CAH 171 Gourmet Baking Final Practical Exam

YOU WILL NOT BE PERMITTED TO PROCEED WITH THE EXAM IF YOU ARE NOT IN FULL PROPER UNIFORM, including safety shoes and sharpie.

You will have three hours to complete you mid-term practical skills exam. The exam consists of producing a supplied sugar cookie formula and bake to industry standards as described in class. You will also make an unbaked fruit tart. The components of the tart will be graded individually as will the final tart.

Sugar Cookies & Muffins
- Cookie/muffin formula will be produced according to the directions on the recipe.
- The formula will be converted or figured as needed.
- Cookies/muffins will be portioned to personal preference (rolled, scooped, etc.).
- Cookies/muffins should be consistent and uniform.
- Sanitation will be monitored.

Fruit Tart
- Pate Sucre
  - Formula will be provided and quantities figured as necessary
  - Procedure should be followed according to given steps
  - Dough should be allowed to rest for required time before rolling
  - Tart shell should be properly prepared and chilled before baking
  - Tart shell should be par-baked according to guidelines established in class
  - Tart should be prepared to accept the filling before filling is added
  - All criteria will be monitored to ensure knowledge base is intact

- Pastry Cream
  - The proper sauce pan must be used to ensure successful stirred custard
  - Techniques to include sanitation, tempering, whisking, mounting, and chilling will be monitored to ensure knowledge base has been established
  - Crème will be assessed by taste for proper cook time to release starchiness

- Finished Tart
  - Tart will be completed using the pate sucre shell and pastry cream made earlier
  - Should be assembled to be visually appealing to the eye
  - The fruit selections will be supplied
  - Fruit will be cut as necessary to deliver a visually attractive final product
  - The tart should be sealed with the supplied apricot glaze, not preserves
  - Will be evaluated as a whole product and on the serving of cut portion.
### Cookie and Muffin Score Sheets

**CAH 171 Gourmet Baking practical exam score sheets**

**Student**

<table>
<thead>
<tr>
<th>Sugar Cookie</th>
<th>Comments</th>
<th>Score 40 = 0-8 points/category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appearance</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Texture</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Consistency</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Color of crust</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Flavor</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Sanitation</td>
<td>-0-10</td>
<td>infraction</td>
</tr>
</tbody>
</table>

Minimum score to pass 28 points -Cookie score

<table>
<thead>
<tr>
<th>Muffin</th>
<th>Comments</th>
<th>Score 40 = 0-8 points/category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appearance</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Texture</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Tenderness</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Flavor</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Eating quality</td>
<td>0-8</td>
<td></td>
</tr>
<tr>
<td>Sanitation/Safety</td>
<td>0-10</td>
<td>infraction</td>
</tr>
</tbody>
</table>

Minimum score to pass 28 points -Muffin score
# FRUIT TART COMPONENTS AND FINAL PRODUCT

<table>
<thead>
<tr>
<th>Pate Sucre</th>
<th>Comments</th>
<th>Score 30 = 0-6 points/category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technique preparation</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Technique baking</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Texture</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Taste</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Appearance</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Sanitation</td>
<td>-0-10</td>
<td>infraction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Pastry Cream</th>
<th>Comments</th>
<th>Score 30 = 0-6 points/category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technique</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Smoothness</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Mouth feel</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Appearance</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Sweetness/taste</td>
<td>0-6</td>
<td></td>
</tr>
<tr>
<td>Sanitation</td>
<td>-0-10</td>
<td>infraction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Need 21 to pass Total</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tart Appearance</th>
<th>Comments</th>
<th>Score 10 = 0-2 points/category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visually appealing</td>
<td>0-2</td>
<td></td>
</tr>
<tr>
<td>Fruit well arranged</td>
<td>0-2</td>
<td></td>
</tr>
<tr>
<td>Properly assembled</td>
<td>0-2</td>
<td></td>
</tr>
<tr>
<td>Properly finished</td>
<td>0-2</td>
<td></td>
</tr>
<tr>
<td>Pleasant to eat</td>
<td>0-2</td>
<td></td>
</tr>
<tr>
<td>Sanitation</td>
<td>-0-10</td>
<td>infraction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total</td>
</tr>
</tbody>
</table>

Minimum to score to pass 49 points - Overall tart score

B ③
RETURN TO INSTRUCTOR

CAH 171
Gourmet Baking

PRACTICAL EXAM

FORMULAS

PACKET # _______
CAH 171 Practical Exam

SUGAR COOKIES

INGREDIENTS:

- Granulated sugar: 1 lb
- Fat of your choice?: 1 lb
- Salt: .5 oz
- Cake flour: 1 lb 14 oz
- Baking powder: .5 oz
- Whole eggs: 6 oz
- Milk (variable): 5 oz
- Vanilla (variable, as desired): .5 oz
- Coarse or granular sugar: As needed

Procedures:

1. Cream sugar, salt and fat together.
2. Add the eggs one at a time.
3. Add milk.
4. Add dry ingredients and mix till just together. Chill dough half hour.
5. Roll out to ¼ inch thick, cut with cookie cutters to desired shapes or scoop into consistent size cookies.
6. Place cookies on paper lined pans.
7. Bake at 350 to 365°F till barely golden brown.
**BASIC MUFFIN MIX**

**YIELD:** 3 LB. 5 OZ.  
2 OZ. PER MUFFIN  
PRE-HEAT OVEN TO 400 DEGREES

<table>
<thead>
<tr>
<th>INGREDIENTS</th>
<th>AMOUNT</th>
<th>PERCENTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Purpose Flour</td>
<td>1 LB. 4 oz.</td>
<td>100 %</td>
</tr>
<tr>
<td>Sugar</td>
<td>9 oz.</td>
<td>45 %</td>
</tr>
<tr>
<td>Baking Powder</td>
<td>1 oz.</td>
<td>5 %</td>
</tr>
<tr>
<td>Salt</td>
<td>¼ oz.</td>
<td>1 %</td>
</tr>
<tr>
<td>Eggs, beaten</td>
<td>3 each</td>
<td>30 %</td>
</tr>
<tr>
<td>Milk</td>
<td>1 LB.</td>
<td>80 %</td>
</tr>
<tr>
<td>Salad oil</td>
<td>6 oz.</td>
<td>30 %</td>
</tr>
</tbody>
</table>

**PROCEDURE:**
1. Thoroughly combine all dry ingredients together
2. Combine all liquid ingredients, including fat or oil...
3. Add the liquids to the dry ingredients and mix until all flour is moistened, approx. 30 seconds. The batter will look slightly lumpy...do not over mix at this point.
4. Pan and bake immediately.

**FOR BLUEBERRY MUFFINS,** add 6 OZ. WELL DRAINED BLUEBERRIES INTO THE FINISHED BATTER.

**FOR ORANGE NUT MUFFINS,** add 1 TBS. ORANGE ZEST, AND 5 OZ. CHOPPED WALNUTS OR PECANS.
Pate Sucre

4 oz sugar
8 oz butter * cream
3 oz eggs * add at room temp
12-14 oz pastry flour * add
Flavoring (optional)

Procedure:
Cream butter and sugar
Add eggs one at a time
Add sifted pastry flour, mix only until incorporated
*chill 30 min, blind bake 350 15-30 min

Tart Glaze 3 oz apricot glaze, 1 oz water

Fruit: strawberry, kiwi, blueberry, raspberry
* all rinsed
PASTRY CREAM

INGREDIENTS:
1 qt milk
4 oz sugar *heat to boil
4 yolks
2 eggs *whip
2.5 oz corn starch
4 oz sugar *sift into eggs whip till smooth
.25 t salt to taste

2 oz butter
.5 oz vanilla * whip into warm finished cream

PROCEDURE:
Place the milk and 4oz. sugar into a heavy bottomed stainless steel or other non-reactive pot.

Heat this mixture till small bubbles appear and the sugar is completely dissolved.

While milk is heating, in a separate bowl add the cornstarch, whole eggs and egg yolks and 4oz sugar in bowl and stir until completely mixed and no lumps are left.

When the mixture reaches a simmer, pour a small quantity at a time of the hot milk into the egg/starch while whipping mixture to temper. In all add about 1/3rd of the milk.

Add this mixture back into the pan and cook mixture until it thickens, approx. 4 to 6 minutes, on medium heat, stirring continually to insure that the mixture does not scorch.

When the mixture is thick and smooth, add the vanilla and butter and stir in off of the heat.

Place in ice bath to chill, stir very 30 seconds to a minute for 4 minutes

Dust with granulated sugar to prevent plastic from sticking

Cover directly with plastic so that the mixture does not form a skin.
<table>
<thead>
<tr>
<th>Levels of Quality</th>
<th>Attitude and Professionalism</th>
<th>Sanitation &amp; Safety</th>
<th>Mise en place/Job Duties</th>
<th>Knife Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Highly</td>
<td>Dedicated to quality and integrity; reflects outstanding industry standards, excellent knowledge of terminology, effectively handles stress, exceptional attitude and professional demeanor. Positive role model. Punctual. Uniform is wrinkle free, clean and no pieces missing. Has knife kit and extra supplies.</td>
<td>First-rate personal hygiene; superior role model; operated equipment correctly, exemplary sanitation techniques; consistently cleans as you went along. Recognizes hazards and demonstrates excellent knife safety.</td>
<td>Station is organized &amp; maintained throughout takes responsibility for own station; remembers little details performs correct kitchen-math calculations with speed; properly operates and cleans all kitchen equipment</td>
<td>Uniformity identical in size and shape could be used in fine dining; routinely uses steel in lab; exceptional knife-handling skills; excellent sharpening and maintaining knife; proper separation of waste, compost, and usable product; excellent skills.</td>
</tr>
<tr>
<td>Exceeds</td>
<td>Good work ethic; consistently motivated; practices good etiquette; exhibits eagerness to learn; overall good professional demeanor including discipline, courtesy, and respect; clean uniform; has knife kit with extras.</td>
<td>Overall good-quality personal hygiene and uniform; consistently assists in overall cleaning; above-average sanitation and safety practices; displays good knife safety.</td>
<td>Good organizational skills; anticipates production needs; daily prep list; thorough and accurate; completes job tasks; performs kitchen-math with ease and accuracy; good knowledge of use/cleaning of equipment</td>
<td>Pieces of the correct size and shape – the product could be used as garnish; good yield; often use steel in lab; good knife-handling skills: Consistently keeps sharp edge on knives; above average skills</td>
</tr>
<tr>
<td>3 Exceeds</td>
<td>Respectful; fair and courteous; some areas of professional demeanor need improving; has knife kit</td>
<td>Meets health-department regulations with minor infractions; does is or her share of overall cleaning; consistently labels and dates; practices good hygiene</td>
<td>Area is stocked throughout service; completes all job tasks with little or consultation from others; mise en place is average; can perform basic kitchen calculations with accuracy; can operate most kitchen equipment</td>
<td>Most pieces are correct size and shape – the product could be used as garnish; good yield; often use steel in lab; good knife-handling skills: Consistently keeps sharp edge on knives; above average skills</td>
</tr>
<tr>
<td>2 Competent</td>
<td>Has conflicts while interacting with others; has difficulty with directions; attitude, professional demeanor is inconsistent; difficulty with being flexible; uniform dirty or incomplete; involved in horseplay; not observing professionalism; missing parts of knife kit</td>
<td>Overall sanitation and safety techniques; are lacking personal hygiene; multiple uniform violations; routinely doesn’t clean up after oneself; often doesn’t participate overall cleaning</td>
<td>Organization is weak; didn’t complete duties; unable to set station without assistance; had difficulty performing job duties; needs to improve math skills; unfamiliar with equipment and tools used in a kitchen; overly dependent on others;</td>
<td>Below-average yield: appropriate cut is discernable but pieces vary widely in size and shape; rarely uses steel in lab; knives are not maintained properly; poor knife-handling technique; needs improvement in sharpening technique; Uses wrong knife at times</td>
</tr>
<tr>
<td>Needs Improvement</td>
<td>Significant improvement needed in area of respect and attitude; generally behavior is not adequate to perform in business environment; uniform is poor; missing knife kit</td>
<td>Substantial improvement is needed to meet health-department guidelines; disregards safety; personal hygiene standards not acceptable to serve public</td>
<td>Overall knowledge/skill was not adequate to perform successfully; complains or argues about responsibilities; unable to think through situations</td>
<td>More scraps than usable product; rough-chop cuts are not uniform in size or shape; knives are dull; constantly uses wrong knife for job</td>
</tr>
<tr>
<td>Unacceptable Performance</td>
<td>Significant improvement needed in area of respect and attitude; generally behavior is not adequate to perform in business environment; uniform is poor; missing knife kit</td>
<td>Substantial improvement is needed to meet health-department guidelines; disregards safety; personal hygiene standards not acceptable to serve public</td>
<td>Overall knowledge/skill was not adequate to perform successfully; complains or argues about responsibilities; unable to think through situations</td>
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</tr>
<tr>
<td>Levels of Quality</td>
<td>Productivity and Timeliness</td>
<td>Teamwork</td>
<td>Cooking Technique</td>
<td>Sensory Properties</td>
</tr>
<tr>
<td>-------------------</td>
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</tr>
<tr>
<td>4 Highly Competent</td>
<td>Sets and follows priorities; demonstrates sense of urgency; consistently ahead of schedule; aware of what is happening around you; highly productive and efficient; can multitask with ease</td>
<td>Work outstanding in team environment and showed advanced problem-solving skills effective communication and leadership skills were observed; high performance team member with good performance results</td>
<td>Reflects excellent culinary standards; all quality factors clearly evident; cooks with good judgment; recognizes and corrects subtle variances; observes indicators of doneness</td>
<td>Consistently presents well-prepared foods that excite the palate; sensory perception is appealing yet complex; excellent texture and consistency; creative and well balanced; close attention to detail; uses appropriate quantity of salt to enhance flavor.</td>
</tr>
<tr>
<td>3 Exceeds</td>
<td>Sometimes ahead of schedule; uses time effectively; making effort to increase sense of urgency; can prioritize tasks; productivity is good</td>
<td>Acting as cohesive group; potential leadership attributes emerging; assertive and cooperative; large contributor of group; team works hard and enthusiastically in a good forward direction</td>
<td>Practices cooking principles, many quality factors are evident; taste and seasons food frequently during cooking; executes indicators of doneness with accuracy</td>
<td>Products consistently have balanced textures and flavors, foods have good depth of flavor; thoughtfully prepared; nice interior texture; utilizes salt appropriately</td>
</tr>
<tr>
<td>2 Competent</td>
<td>Timing and speed is adequate; stays within time limits; timely from breaks</td>
<td>Worked fairly well in a group environment with some group skills needing improvement; contributor of group</td>
<td>Familiar with ratios; can perform basics; some quality factors are evident with others needing improvement; developing feel for indicators of doneness</td>
<td>Elements are there, however, they are not focused; must use salt appropriately to enhance.</td>
</tr>
<tr>
<td>1 Needs Improvement</td>
<td>Uses outside time to complete work; often tardy; timing is slow and needs improvement; hard time with multitasking</td>
<td>Team was not effective; lacks commitment to team; difficulty performing in a team; didn’t adequately share workload</td>
<td>Many techniques were not executed properly resulting in an inferior product; sloppy</td>
<td>Lacks proper texture; foods lack appeal</td>
</tr>
<tr>
<td>0 Unacceptable Performance</td>
<td>Doesn’t demonstrate appropriate volume of work; does not manage time wisely; no sense of urgency; consistently serves late</td>
<td>Considerable improvements needed in order to function well in a group; uncooperative, overly aggressive</td>
<td>Didn’t follow correct procedure or was inattentive, which resulted non-marketable product; doesn’t grasp fundamentals</td>
<td>Significant improvements and understanding are needed in this area</td>
</tr>
<tr>
<td></td>
<td>Week 1</td>
<td>Week 2</td>
<td>Week 3</td>
<td>Week 4</td>
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<tr>
<td>--------------------------------------</td>
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<tr>
<td>Attitude and Professionalism</td>
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<td>Sanitation and Safety</td>
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<tr>
<td>Mise en Place</td>
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<tr>
<td>Knife Skills</td>
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<td>Productivity and Timeliness</td>
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<tr>
<td>Teamwork</td>
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<tr>
<td>Cooking Technique</td>
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<td>Presentation</td>
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<td>Instructor Initials</td>
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<td>Comments on week</td>
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CAH STUDENT DAILY EVALUATION

DATE: __________________________

STUDENT: _______________________

CLASS: _________________________

TOPIC DU JOUR: ____________________

PRODUCTION ASSIGNMENTS:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

STUDENT COMMENTS:

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INSTRUCTOR COMMENTS:

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________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

UNIFORM MISE EN PLACE
(Urniform must be complete to work in kitchen lab)

☐ CHEF HAT
☐ ICA LOGO WHITE CHEF COAT/WHITE UNDERSHIRT
☐ CHECK PANTS
☐ BLACK — SLIP FREE SHOES
☐ APRON
☐ SIDE TOWELS
☐ KNIFE KIT — AND OTHER SPECIFIED TOOLS

JOB ASSIGNMENT AND PRODUCTION

☐ FOLLOWED DIRECTIONS & INSTRUCTORS ASSIGNMENT
☐ MEASUREMENT & PREPARATION SKILLS
☐ ORGANIZATION / WORK CLEANLINESS
☐ PROPER COOKING METHODS AND TECHNIQUES
☐ FINAL PRODUCT & PRESENTATION

SAFETY & SANITATION
(Urniform must be complete to work in kitchen lab)

☐ PERSONAL HYGIENE (WELL GROOMED)
☐ SAFETY
☐ SANITATION
☐ CLEAN-UP
☐ ORGANIZATION

ATTITUDE

☐ TEAMWORK
☐ CLASS PARTICIPATION
☐ FOLLOWED DEPARTMENT RULES
☐ HELPED OTHER WHEN WORK WAS FINISHED
☐ MENTAL MISE EN PLACE

Attendance
(Tardy is 1 minute late)

☐ LOSS OF 2 POINTS FOR BEING TARDY
☐ LOSS OF 4 POINTS FOR 10 TO 20 MINUTES LATE
☐ LOSS OF 6 POINTS FOR 20 MINUTES LATE
☐ LOSS OF 10 POINTS FOR 1/2 CLASS

☐ LOSS OF POINTS FOR LEAVING EARLY

DAILY TOTAL POINTS _____

Exhibit D