

**Hospitality and Tourism
Culinary Arts
Clifton Career Development School
Course Syllabus**

**Introduction to Culinary Arts - 8414.R000.X
Introduction to Event and Meeting Planning - 8424.R000.X
2025-2026**

Teacher: Ms. Morgan Farque
Classroom Number: 103-104
Contact Telephone: (512) 414-3614, ext 73712
Email: morgan.farque@austinsisd.org
Clifton CDS Website: <https://cliftoncde.austinschools.org/>
Office Hours: 8:30 a.m. - 9:00 a.m. and 4:00 p.m - 4:30 pm.

Course Summary

Introduction to Culinary Arts will emphasize the principles of planning, organizing, staffing, directing, and controlling the management of a variety of food service operations. The course will provide insight into the operation of a well-run restaurant. Introduction to Culinary Arts will provide insight into food production skills, various levels of industry management, and hospitality skills. This is an entry level course for students interested in pursuing a career in the food service industry. This course is offered as a classroom and laboratory-based course.

Introduction to Event and Meeting Planning will introduce students to the concepts and topics necessary for the comprehensive understanding of the fundamentals of the meetings and events industries. The course will review the roles of the organizations and people involved in the businesses that comprise the industry.

Student Learning Objectives

- Students will explain the importance of health, safety, and environmental management systems and their importance to organizational performance and regulatory compliance.
- Students will understand roles within teams, work units, departments, organizations, and the larger environment of the hospitality industry.
- Students will understand the use of technical knowledge and skills required to pursue careers in the hospitality industry.
- Students will demonstrate appropriate professional customer service skills as required by the hospitality industry.
- Students will use information technology tools specific to the hospitality industry to access, manage, integrate, and interpret information.
- Students will evaluate and determine equipment, ingredients, and procedures in a professional food setting.
- Students will create a functional and aesthetic meeting/event plan to meet the customer requirements.
- Students will apply marketing strategies independently and in teams.
- Students will develop principles in effective communication, collaboration, self-advocacy, responsibility, problem solving, and accountability.

- Students will discuss the career opportunities available within the hospitality industry.

Course Overview

<u>1st Nine Weeks</u>	Safety and Sanitation Knife Skills Communication Self-Advocacy
<u>2nd Nine Weeks</u>	Standardized Recipes Baking Basics Measurements and Weights Problem Solving
<u>3rd Nine Weeks</u>	Cooking Methods Food Service Basics Event and Meeting Planning Collaboration
<u>4th Nine Weeks</u>	Global Cuisine Marketing Career Exploration Responsibility Accountability

Course Requirements

The student will be expected to meet the similar physical demands and be exposed to similar working conditions typical of a foodservice business such as:

- Standing and walking on hard floors for extended periods of time.
- Working with hot surfaces, steam and wet floors.
- Heavy lifting.
- Productively working around hot room temperatures and loud noises.
- Handling sharp knives and potentially dangerous equipment.
- Cleaning of floors, work-surfaces, tools and equipment.

Uniform jackets, hats and aprons will be available to the student. The student is expected to provide the following items of clothing that are clean and in good repair:

- Closed-toed work-shoes or sneakers with non-skid soles
- Pants or jeans are recommended
- Hair tie for long hair

Grading

Major Grade - 50%

Mastery assessments based on learning objectives needed to move forward in the program

Quizzes - 25%

Formative assessments, skills checks, individual or group projects

Daily - 25%

Class participation, class discussions, content exploration

Final exams are worth 20% of the semester average.

Late Work

In order to stay on track to pass the course, students are expected to turn in assignments by the due date. Late assignments will be accepted until the close of the nine weeks.

Make-Up Policy

[Clifton Grading Guidelines](#)

Students are responsible for communicating via email any absences in advance and meeting with the teacher upon return to complete any missed assignments.

Grade changes after the close of the grading period will only be made if it changes the student's letter grade or credit for the course.

Lab participation

The expectation is that all students will participate in hands-on labs in the kitchen and dining area. Circumstances that would prevent a student from participating need to be communicated with the teacher and an alternative assignment may be given.

***The syllabus serves as a guide for both the teacher and student; however, during the term, it may become necessary to make additions, deletions, or substitutions. Adequate notice will be provided to students of any necessary changes.**

Parent Signature

Student Signature

Austin ISD does not discriminate on the basis of race, color, national origin, sex, or disability in its programs or activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: the Title IX Coordinator at julianne.gula@austinisd.org or (512) 414-1700, and/or the Section 504 Coordinator at kelly.spahn@austinisd.org or (512) 414-1700.

Austin ISD no discrimina por motivos de raza, color, origen nacional, sexo, o discapacidad en sus programas o actividades y brinda igualdad de acceso a los Boy Scouts y otros grupos juveniles designados. La siguiente persona ha sido designada para manejar consultas sobre las políticas de no discriminación: el Coordinador del Título IX en julianne.gula@austinisd.org or (512) 414-1700, y/o el Coordinador de la Sección 504 en kelly.spahn@austinisd.org or (512) 414-1700.