**Purpose:** Application of knowledge in food composition and nutritive values to food preparation

**Instructors:** Kaitlyn Eck ([kmd260@sebs.rutgers.edu](mailto:kmd260@sebs.rutgers.edu))  
Brandon McGuire ([bdm98@scarletmail.rutgers.edu](mailto:bdm98@scarletmail.rutgers.edu))

**Office Hours:** By appointment  
**Office:** 212-B Davison Hall

**Lab Hours:**  
Monday 10:55am-1:55pm  
Tuesday 9:15am-12:15pm  
Wednesday 9:15am-12:15pm  
Thursday 9:15am-12:15pm

**Laboratory Manual:** Found on our Canvas course website under "Modules" tab

**Course Objectives:**
- Demonstrate proper kitchen and food safety  
- Apply techniques of food preparation in lab  
- Identify principles of food science and nutritional aspects of food preparation  
- Perform sensory evaluations of food

Each week we will cover a specific topic in food preparation. We will discuss food preparation theory and techniques and then divide into small groups. Different groups will be assigned to prepare different foods as well as different versions of the same foods. Once all of the food preparation is completed, we will sit down to taste and evaluate each of the dishes.

**2017 Core Knowledge for the RDN (KRDN) – Standards for the Didactic Programs in Dietetics:** Rutgers University Department of Nutritional Sciences undergraduate Didactic Program in Dietetics is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of the Academy of Nutrition and Dietetics (AND). The following ACEND Core Knowledge aptitudes are included within the curriculum of this course:

KRDN 1.3: Apply critical thinking skills (i.e., food sensory assessments; weekly quizzes; lab reports).

KRDN 2.1: Demonstrate effective and professional oral and written communication and documentation (i.e., food sensory assessments; weekly quizzes; lab reports).

KRDN 3.4: Explain the processes involved in delivering quality food and nutrition services (i.e., food sensory assessments; weekly quizzes; lab reports).

KRDN 4.5: Describe safety principles related to food, personnel and consumers (i.e., food safety lecture; quiz).
General Kitchen Safety:
**Required Attire:** lab coat or full apron, close-toed shoes, pants (not leggings), no loose clothing or jewelry, hair must be tied-up into a bun or hairnets, beards must be covered with Beard Guards, nails should be kept short and clean. *You will not be allowed to participate in lab without the proper attire; points will be deducted per scale below.

**Kitchen Station Cleanliness:** Workstations need to be clean and clear of *all personal items* (cell phones, water bottles, clothing, bags, etc.)! Hands need to be washed thoroughly and often, and gloves should be worn when handling food items. Keep all bags and coats on chairs, under tables or windowsills--not on tabletops.

**Sharps:** When walking with a knife, hold knife by handle with tip pointing down, blade edge facing behind you, keeping knife close to your side. Never leave sharp utensils in the sink! (Visible items quickly become potential dangers when hidden at the bottom of a soapy sink). Immediately report all injuries, broken equipment and missing supplies to instructor.

**Knife Care:** Always use a cutting board to prevent dulling of the blade. Hand wash knives to prevent drying and warping. Basic knife skills will be taught in subsequent lab sections.

**Hot Items:** (Dry) potholders or oven mitts should be used whenever handling hot items, be aware of steam hazards. If moving a hot pan/dish/food item, communicate to your partner/anyone standing close by that the item is hot.

**Lab Procedures:**
- Know which bowls and measuring equipment you need before coming to the supply areas. Use the proper measuring equipment.
- Leave food supplies on the cart or in food supply area. **DO NOT** take them to your unit. Measure ingredients carefully to avoid wasting food. **DO NOT** throw away any ingredient or finished product before asking your instructor. Extra supplies might be needed by the other lab groups.
- Food must be presented on a serving dish when applicable, and have its own serving spoon/fork etc. Food should not be brought to the table in a pot or pan. Do not eat anything that your group has prepared without first allowing other groups to evaluate your foods. You are responsible for evaluating your own prepared foods as well as evaluating prepared foods from other lab groups.
- Sit down to sample food. You MUST cook everything and participate in lab. Food tasting is recommended, but not required. If you have a food allergy or food preference, please alert the instructor ahead of time.
- Do a thorough clean up (all equipment, work areas, dishes and utensils). Applicable items should be rinsed and put in the dishwasher. **POTS AND PANS ARE NOT ALLOWED IN THE DISHWASHER** and must be washed with hot water and soap, dried, and put away prior to food evaluation. Be sure to clean up any spills on the stove or in the oven. Empty sink strainer; clean and dry sink. Place wet dishtowels and dishcloths on a tray near the door. **DO NOT LEAVE** until the instructor has inspected your lab area.
Safety & Sanitation Techniques:
Good food safety procedures will be observed at all times. (See safety procedures above.)

- Foods that require refrigeration will be kept in the refrigerator until needed, and returned to the refrigerator and soon as possible after use.

- Use cutting boards for all chopping and cutting. Do NOT use the counter-top or trays for cutting unless otherwise indicated to do so. Wash wooden cutting boards in hot soapy water, do not soak. Plastic cutting boards can be placed in the dishwasher.

- Wipe up any spills with paper towels, not dishcloths or towels.

- When using electric mixers use dry hands; disconnect cord from the wall when cleaning; use rubber spatulas only when mixer is turned off.

- Before leaving be sure your oven and burners are off.

Fire Safety:
In case of a kitchen fire DO NOT USE WATER
Try to smother the fire:

- The carbon dioxide extinguisher is located at the back of the room. Remove the pin, aim, and squeeze trigger.
- Use flour, salt, or skillet cover to cover the flame.

Post - Lab Study Questions: These question sets are found on our Canvas site and are a tool to help you study for each week’s lab quiz. You will receive participation points for completing the weekly study questions, so it is to your advantage to complete them.

ASSIGNMENTS/RESPONSIBILITIES & ASSESSMENT:
The course instructor reserves the right to modify the syllabus and assignments to take advantage of emerging learning opportunities and/or student learning needs and achievements.

Lab Attendance/Participation: Attendance and active participation is expected. It is your responsibility to keep up to date with the course content. Students will be deducted points for arriving late, being absent and/or not prepared with correct lab attire, not completing the post-lab study questions, and not being actively engaged or following safe food/handwashing procedures during the lab.

Lab Quizzes: A timed, 20 minute quiz on Canvas will need to be completed by the end of the week for each lab session (by 11:59pm the day before your scheduled lab). Quiz questions will be based on material presented in lab lectures and in the lab manual/handouts/study questions, as well as on applied information learned from actual lab practice. Make-up quizzes will not be offered unless for an unusual circumstance.

Lab Reports: There will be 3 lab reports assigned throughout the semester and need to be submitted via the Canvas course website (NO HARD COPIES ARE ACCEPTED). Plagiarism is taken very seriously at Rutgers. Turnitin software will be used to detect student plagiarism upon submission of lab reports. After three of the lab sessions, you
will prepare a lab report, which will be due one week later at the beginning of the next lab session. The lab report format (purpose, ingredient and equipment list, procedure, results and discussion) as well as any additional written components will be discussed in class prior to the assignment. Late lab reports will be 10 points off per day late; remember that your lab reports are each 60 points!

**Final:** A final exam (covering all labs) will be given the last week of classes, **not** during the final exam period. Please bring your electronic device with you to class this day to complete the final exam (online) in class.

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## Grade Evaluation:

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<thead>
<tr>
<th>Points Each</th>
<th>Total Points</th>
<th>Grading:</th>
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<tbody>
<tr>
<td></td>
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<td>A: 582-650 pts.</td>
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<td>B+: 549-581 pts.</td>
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<td>B: 517-548 pts.</td>
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<td>C+: 484-516 pts.</td>
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<td>C: 452-483 pts.</td>
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<td>D: 387-483 pts.</td>
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<td>F: 0-386 pts.</td>
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| Lab Attendance/Participation (12 labs) |
| Attendance/Lateness |
| Appropriate Attire |
| Active Participation |
| Hand washing/Food safety/Clean up |
| Post-Lab Study Questions |
| Online Quizzes (13) | 10 | 130 |
| Lab Reports (3) | 60 | 180 |
| Final Exam | 100 | 100 |
| **Total** | **650** |

## Lab Schedule (tentative)

<table>
<thead>
<tr>
<th>Week of:</th>
<th>Lab</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>Jan 21st - 24th</td>
<td>Syllabus &amp; Course Expectations</td>
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<tr>
<td>Jan 27th - 31st</td>
<td>Lab 1 - Introduction&lt;br&gt;Lab 2 - Measurement/Sensory Evaluation</td>
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<tr>
<td>Feb 3rd - 7th</td>
<td>Lab 3 - Dispersion Systems &amp; Emulsions</td>
<td>Lab Quiz 1 &amp; 2</td>
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<td>Feb 10th - 14th</td>
<td>Lab 4 - Quick Breads</td>
<td>Lab Quiz 3</td>
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<tr>
<td>Feb 17th - 21st</td>
<td>Lab 5 - Yeast Breads</td>
<td><strong>1st Lab Report Due</strong>&lt;br&gt;Lab Quiz 4</td>
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<tr>
<td>Feb 24th - 28th</td>
<td>Lab 6 - Shortened and Foam-style Cakes</td>
<td>Lab Quiz 5</td>
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<tr>
<td>March 2nd - 6th</td>
<td>Lab 7 - Legumes and Cereals</td>
<td>Lab Quiz 6</td>
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<tr>
<td>March 9th - 13th</td>
<td>Lab 8 - Fruits, Vegetables and Salads</td>
<td><strong>2nd Lab Report Due</strong>&lt;br&gt;Lab Quiz 7</td>
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<tr>
<td>March 16th - 20th</td>
<td><strong>NO CLASSES – Spring Break</strong></td>
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<tr>
<td>March 23rd - 27th</td>
<td>Lab 9 - Meats and Poultry</td>
<td>Lab Quiz 8</td>
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<tr>
<td>March 30th - April 3rd</td>
<td>Lab 10 - Eggs</td>
<td>Lab Quiz 9</td>
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<tr>
<td>April 6th - 10th</td>
<td>Lab 11 - Milk and Cheese</td>
<td><strong>3rd Lab Report Due</strong>&lt;br&gt;Lab Quiz 10</td>
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<td>April 13th - 17th</td>
<td>Lab 12 - Fats and Pie Pastries</td>
<td>Lab Quiz 11</td>
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<tr>
<td>April 20th - 24th</td>
<td>Lab 13 - Fish and Seafood &amp; Final Exam</td>
<td>Lab Quiz 12</td>
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<tr>
<td>April 27th - May 1st</td>
<td>Lab 14 – Chopped Competition</td>
<td><strong>Final Exam</strong></td>
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ACCOMMODATIONS for Students with disabilities
Please follow the procedures outlined at https://ods.rutgers.edu/students/registration-form. Full policies and procedures are at https://ods.rutgers.edu/

ABSENCE POLICY
Students are expected to attend all classes; if you expect to miss one or two classes, please use the University absence reporting website https://sims.rutgers.edu/ssra/ to indicate the date and reason for your absence. An email is automatically sent to me.

ACADEMIC INTEGRITY
The university's policy on Academic Integrity is available at http://academicintegrity.rutgers.edu/academic-integrity-policy. The principles of academic integrity require that a student:

1. properly acknowledge and cite all use of the ideas, results, or words of others.
2. properly acknowledge all contributors to a given piece of work.
3. make sure that all work submitted as his or her own in a course or other academic activity is produced without the aid of impermissible materials or impermissible collaboration.
4. obtain all data or results by ethical means and report them accurately without suppressing any results inconsistent with his or her interpretation or conclusions.
5. treat all other students in an ethical manner, respecting their integrity and right to pursue their educational goals without interference. This requires that a student neither facilitate academic dishonesty by others nor obstruct their academic progress.
6. uphold the canons of the ethical or professional code of the profession for which he or she is preparing.

Adherence to these principles is necessary in order to ensure that

1. everyone is given proper credit for his or her ideas, words, results, and other scholarly accomplishments.
2. all student work is fairly evaluated and no student has an inappropriate advantage over others.
3. the academic and ethical development of all students is fostered.
4. the reputation of the University for integrity in its teaching, research, and scholarship is maintained and enhanced.

Failure to uphold these principles of academic integrity threatens both the reputation of the University and the value of the degrees awarded to its students. Every member of the University community therefore bears a responsibility for ensuring that the highest standards of academic integrity are upheld.

AVAILABLE STUDENT SUPPORT SERVICES

- **If you are having personal or other problems, there are many options at Rutgers for assistance.**
  - Student Affairs office can help with issues related to your experience at Rutgers and when you don’t know where to start when looking for assistance, contact the [Dean of Students office](#).
If you are in need of mental health services, please use our readily available services. Rutgers Counseling and Psychological Services (CAPS) – New Brunswick: http://rhscaps.rutgers.edu/

If you need some temporary guidance, there is “Lets Talk” – which is a CAPS service offering drop-in hours at a number of locations across campus. No appointment is necessary. http://health.rutgers.edu/medical-counseling-services/counseling/therapy/community-based-counseling/#runbhcr

If you are in need of physical health services due to illness, please reach out to: Rutgers Health Services – New Brunswick: http://health.rutgers.edu/

If you do not have enough food, there is a Food Pantry on College Ave campus that is exclusively for Rutgers Students. http://ruoffcampus.rutgers.edu/food/

If you need accommodation for a disability, obtain a Letter of Accommodation from the Office of Disability Services that provides student-centered and inclusive services. https://ods.rutgers.edu

If you are a military veteran or are on active military duty, you can obtain support through the Office of Veteran and Military Programs and Services. http://veterans.rutgers.edu/

If you are in need of legal services, please use our readily available services: http://rusls.rutgers.edu/

If you are in need of additional academic assistance, please use our readily available services. Rutgers University-New Brunswick Learning Center: https://rlc.rutgers.edu.

If you or somebody you know has been victimized by a crime, interpersonal violence (e.g., stalking, sexual assault), support is available at the Rutgers Office for Violence Prevention and Victim assistance. http://vpva.rutgers.edu

OTHER STUDENT WELLNESS SERVICES
Just In Case Web App http://codu.co/cee05e
Access helpful mental health information and resources for yourself or a friend in a mental health crisis on your smartphone or tablet and easily contact CAPS or RUPD.

Counseling, ADAP & Psychiatric Services (CAPS)
(848) 932-7884 / 17 Senior Street, New Brunswick, NJ 08901/ www.rhscaps.rutgers.edu/
CAPS is a University mental health support service that includes counseling, alcohol and other drug assistance, and psychiatric services staffed by a team of professional within Rutgers Health services to support students’ efforts to succeed at Rutgers University. CAPS offers a variety of services that include: individual therapy, group therapy and workshops, crisis intervention, referral to specialists in the community and consultation and collaboration with campus partners.

Violence Prevention & Victim Assistance (VPVA)
(848) 932-1181 / 3 Bartlett Street, New Brunswick, NJ 08901 / www.vpva.rutgers.edu/
The Office for Violence Prevention and Victim Assistance provides confidential crisis intervention, counseling and advocacy for victims of sexual and relationship violence and stalking to students, staff and faculty. To reach staff during office hours when the university is open or to reach an advocate after hours, call 848-932-1181.

Disability Services
(848) 445-6800 / Lucy Stone Hall, Suite A145, Livingston Campus, 54 Joyce Kilmer Avenue, Piscataway, NJ 08854 / [https://ods.rutgers.edu/](https://ods.rutgers.edu/)
Rutgers University welcomes students with disabilities into all of the University's educational programs. In order to receive consideration for reasonable accommodations, a student with a disability must contact the appropriate disability services office at the campus where you are officially enrolled, participate in an intake interview, and provide documentation: [https://ods.rutgers.edu/students/documentation-guidelines](https://ods.rutgers.edu/students/documentation-guidelines). If the documentation supports your request for reasonable accommodations, your campus’s disability services office will provide you with a Letter of Accommodations. Please share this letter with your instructors and discuss the accommodations with them as early in your courses as possible. To begin this process, please complete the Registration form on the ODS web site at: [https://ods.rutgers.edu/students/registration-form](https://ods.rutgers.edu/students/registration-form).

Scarlet Listeners
Free and confidential peer counseling and referral hotline, providing a comforting and supportive safe space.