

Submit original with signatures + 1 copy + electronic copy to Faculty Senate (Box 7500). See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures/> for a complete description of the rules governing curriculum & course changes.

TRIAL COURSE OR NEW COURSE PROPOSAL

SUBMITTED BY:

Department	Culinary Arts & Hospitality	College/School	UAF/Community & Technical College
Prepared by	Julie Wegner	Phone	455-2902
Email Contact	jmwegner@alaska.edu	Faculty Contact	Yun.Ji.Hong@gmail.com

1. ACTION DESIRED
(CHECK ONE):

Trial Course	<input type="checkbox"/>	New Course	<input checked="" type="checkbox"/>
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2. COURSE IDENTIFICATION:

Dept	CAH	Course #	F180	No. of Credits	2
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Justify upper/lower division status & number of credits: Credits are justified under Course Format

3. PROPOSED COURSE TITLE: **ARTISAN BREADS**

4. To be CROSS LISTED? YES/NO **NO** If yes, Dept: Course #

(Requires approval of both departments and deans involved. Add lines at end of form for additional required signatures.)

5. To be STACKED? YES/NO **NO** If yes, Dept. Course #

Stacked course applications are reviewed by the (Undergraduate) Curricular Review Committee and by the Graduate Academic and Advising Committee. Creating two different syllabi—undergraduate and graduate versions—will help emphasize the different qualities of what are supposed to be two different courses. The committees will determine: 1) whether the two versions are sufficiently different (i.e. is there undergraduate and graduate level content being offered); 2) are undergraduates being overtaxed?; 3) are graduate students being undertaxed? In this context, the committees are looking out for the interests of the students taking the course. Typically, if either committee has qualms, they both do. More info online - see URL at top of this page.

6. FREQUENCY OF OFFERING: **FALL SEMESTER**
Fall, Spring, Summer (Every, or Even-numbered Years, or Odd-numbered Years) - or As Demand Warrants

7. SEMESTER & YEAR OF FIRST OFFERING (AY2013-14 if approved by 3/1/2013; otherwise AY2014-15) **FALL 2013**

8. COURSE FORMAT:

NOTE: Course hours may not be compressed into fewer than three days per credit. Any course compressed into fewer than six weeks must be approved by the college or school's curriculum council. Furthermore, any core course compressed to less than six weeks must be approved by the core review committee.

COURSE FORMAT: (check all that apply)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1 2 3 4 5 6 weeks to full semester
OTHER FORMAT (specify)	Thursday & Friday for 6 weeks 5:15-9:00pm							
Mode of delivery (specify lecture, field trips, labs, etc)	Lecture & Lab (.5+3) 2 credit hours							

9. CONTACT HOURS PER WEEK:	<input type="text" value="1"/>	LECTURE hours/weeks	<input type="text" value="6.5"/>	LAB hours /week	<input type="text"/>	PRACTICUM hours /week
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Note: # of credits are based on contact hours. 800 minutes of lecture=1 credit. 2400 minutes of lab in a science course=1 credit. 1600 minutes in non-science lab=1 credit. 2400-4800 minutes of practicum=1 credit. 2400-8000 minutes of internship=1 credit. This must match with the syllabus. See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/guidelines-for-computing-/> for more information on number of credits.

OTHER HOURS (specify type)	Lab/lecture hours commensurate with 2.0 credits – condensed into 6 week session.
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10. **COMPLETE CATALOG DESCRIPTION** including dept., number, title, credits, credit distribution, cross-listings and/or stacking (50 words or less if possible):

Example of a **complete** description:

FISH F487 W, O Fisheries Management
3 Credits Offered Spring
Theory and practice of fisheries management, with an emphasis on strategies utilized for the management of freshwater and marine fisheries. Prerequisites: COMM F131X or COMM F141X; ENGL F111X; ENGL F211X or ENGL F213X; ENGL F414; FISH F425; or permission of instructor. Cross-listed with NRM F487. (3+0)

<p>CAH F180 Artisan Breads 2.0 credits – Offered Fall Semester</p> <p>Learn the fundamentals of bread baking. Take simple ingredients and transform them into handcrafted fresh baked bread. Learn how to mix, ferment, proof, and bake like a skilled artisan baker. Explore the world of breads starting with crusty French baguettes to sourdough, ciabatta, focaccia, multigrain and much more. Special fees apply (.5+3)</p> <p>RF 5:15p-9:00p</p>

11. **COURSE CLASSIFICATIONS:** Undergraduate courses only. Consult with CLA Curriculum Council to apply S or H classification appropriately; otherwise leave fields blank.

H = Humanities	<input type="text"/>	S = Social Sciences	<input type="text"/>
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Will this course be used to fulfill a requirement for the baccalaureate core? If YES, attach form.	YES:	<input type="text"/>	NO:	<input type="text"/>
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IF YES, check which core requirements it could be used to fulfill:

O = Oral Intensive, Format 6	<input type="text"/>	W = Writing Intensive, Format 7	<input type="text"/>	Natural Science, ("X" for Core) Format 8	<input type="text"/>
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11.A Is course content related to northern, arctic or circumpolar studies? If yes, a "snowflake" symbol will be added in the printed Catalog, and flagged in Banner.

YES	<input type="text"/>	NO	<input checked="" type="text" value="X"/>
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12. **COURSE REPEATABILITY:**

Is this course repeatable for credit?	YES	<input type="text"/>	NO	<input checked="" type="text" value="X"/>
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Justification: Indicate why the course can be repeated (for example, the course follows a different theme each time).	<input type="text"/>
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How many times may the course be repeated for credit?	<input type="text" value="0"/>	TIMES
If the course can be repeated for credit, what is the maximum number of credit hours that may be earned for this course?	<input type="text"/>	CREDITS
If the course can be repeated with variable credit, what is the maximum number of credit hours that may be earned for this course?	<input type="text"/>	CREDITS

13. **GRADING SYSTEM:** Specify only one. Note: Later changing the grading system for a course constitutes a Major Course Change.

LETTER:	<input checked="" type="text" value="X"/>	PASS/FAIL:	<input type="text"/>
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RESTRICTIONS ON ENROLLMENT (if any)

14. PREREQUISITES	None
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These will be required before the student is allowed to enroll in the course.

15. SPECIAL RESTRICTIONS, CONDITIONS	
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16. PROPOSED COURSE FEES	\$75.00
Has a memo been submitted through your dean to the Provost for fee approval?	Yes - as F193
	Yes/No

17. PREVIOUS HISTORY	
Has the course been offered as special topics or trial course previously?	YES
Yes/No	

If yes, give semester, year, course #, etc.:	Spring 2013 F193 TE1
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18. ESTIMATED IMPACT	
WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.	
Adjunct Instructor will teach course. Current adjunct faculty available to teach course. Budget impact will be a total of 2 credit hours for adjunct instructor. If we have regular faculty in place and it does not cause and overload, regular faculty may teach the course as well.	

19. LIBRARY COLLECTIONS	
Have you contacted the library collection development officer (kljensen@alaska.edu, 474-6695) with regard to the adequacy of library/media collections, equipment, and services available for the proposed course? If so, give date of contact and resolution. If not, explain why not.	
No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	Already have book selected for course

20. IMPACTS ON PROGRAMS/DEPTS	
What programs/departments will be affected by this proposed action? Include information on the Programs/Departments contacted (e.g., email, memo)	
Only Culinary Arts	

21. POSITIVE AND NEGATIVE IMPACTS	
Please specify positive and negative impacts on other courses, programs and departments resulting from the proposed action.	
Offering additional courses in baking will enhance the Baking and Pastry Arts Certificate. This will allow CAH to turn out more advanced students into the workforce with a deeper knowledge into baking. There is no negative impact on other courses or departments. Class times and structure solicits non-traditional students as well.	

JUSTIFICATION FOR ACTION REQUESTED

The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. Use as much space as needed to fully justify the proposed course.

Expanding knowledge within the culinary field. Enriching the Baking & Pastry Certificate with applicable industry specific electives. Chance to give diversity to our students by providing program specific courses and a more in-depth knowledge in a variety of baking skills.

APPROVALS: Add additional signature lines as needed.

[Signature] Date 7-FEB-2013
Signature, Chair,
Program/Department of:

[Signature] Date 2-11-2013
Signature, Chair, College/School
Curriculum Council for: CTC

[Signature] Date 2/12/13
Signature, Dean, College/School
of: CTC UAF

Offerings above the level of approved programs must be approved in advance by the Provost.

Signature of Provost (if above level of approved programs) Date

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE
Signature, Chair
Faculty Senate Review Committee: ___Curriculum Review ___GAAC
___Core Review ___SADAC

ADDITIONAL SIGNATURES: (As needed for cross-listing and/or stacking)

Signature, Chair,
Program/Department of: Date

Signature, Chair, College/School
Curriculum Council for: Date

[Signature] Date 2/15/13
Signature, Dean, College/School
of: CREO

ATTACH COMPLETE SYLLABUS (as part of this application). The guidelines are online:

<http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures-/uaf-syllabus-requirements/>

The Faculty Senate curriculum committees will review the syllabus to ensure that each of the items listed below are included. If items are missing or unclear, the proposed course (or changes to it) may be denied.

SYLLABUS CHECKLIST FOR ALL UAF COURSES

During the first week of class, instructors will distribute a course syllabus. Although modifications may be made throughout the semester, this document will contain the following information (as applicable to the discipline):

1. Course information:

Title, number, credits, prerequisites, location, meeting time (make sure that contact hours are in line with credits).

2. Instructor (and if applicable, Teaching Assistant) information:

Name, office location, office hours, telephone, email address.

3. Course readings/materials:

Course textbook title, author, edition/publisher.

Supplementary readings (indicate whether required or recommended) and any supplies required.

4. Course description:

Content of the course and how it fits into the broader curriculum;

Expected proficiencies required to undertake the course, if applicable.

Inclusion of catalog description is *strongly* recommended, and

Description in syllabus must be consistent with catalog course description.

5. Course Goals (general), and (see #6)

6. Student Learning Outcomes (more specific)

7. Instructional methods:

Describe the teaching techniques (eg: lecture, case study, small group discussion, private instruction, studio instruction, values clarification, games, journal writing, use of Blackboard, audio/video conferencing, etc.).

8. Course calendar:

A schedule of class topics and assignments must be included. Be specific so that it is clear that the instructor has thought this through and will not be making it up on the fly (e.g. it is not adequate to say "lab". Instead, give each lab a title that describes its content). You may call the outline Tentative or Work in Progress to allow for modifications during the semester.

9. Course policies:

Specify course rules, including your policies on attendance, tardiness, class participation, make-up exams, and plagiarism/academic integrity.

10. Evaluation:

Specify how students will be evaluated, what factors will be included, their relative value, and how they will be tabulated into grades (on a curve, absolute scores, etc.) Publicize UAF regulations with regard to the grades of "C" and below as applicable to this course. (Not required in the syllabus, but may be a convenient way to publicize this.) Faculty Senate Meeting #171:

<http://www.uaf.edu/uafgov/faculty-senate/meetings/2010-2011-meetings/#171>

11. Support Services:

Describe the student support services such as tutoring (local and/or regional) appropriate for the course.

12. Disabilities Services: Note that the phone# and location have been **updated**.

The Office of Disability Services implements the Americans with Disabilities Act (ADA), and ensures that UAF students have equal access to the campus and course materials.

State that you will work with the Office of Disabilities Services (208 WHITAKER BLDG, 474-5655) to provide reasonable accommodation to students with disabilities.

A. CAH F180 ARTISAN BREADS

COURSE INFORMATION:

Title:	Artisan Breads
Prerequisites:	None
Credit Hours:	2 credits
Date class begins:	September 12, 2013
Date class ends:	October 18, 2013
Lecture/Lab Meets:	Thursday & Friday 5:15-5:45pm
Lab Meets:	Thursday & Friday 5:45-9:00pm
Meeting Day/Time:	Thursday & Friday 5:15-9:00pm
Last Day to Withdraw:	Feb 2, 2012
Delivery Type:	Lecture and Lab
Lecture Location:	Hutchison Institute of Technology rm. 100A
Lab Location:	Hutchison Institute of Technology Bakery

INSTRUCTOR INFORMATION:

Instructor Name:	Yun Ji Hong
Office Location:	Hutchison Institute of Technology Room 114I
Office Telephone:	703-944-4095
Facsimile:	455- 2909
Office Hours:	By appointment only
Email Address:	yjhong@alaska.edu
Academic Program Area:	Culinary Arts and Hospitality
Dean's Office Telephone:	Michele Stalder, Dean (907) 455-2850

HUTCHISON FIRE ALARM/DRILL POLICY:

In the event of fire alarm activation, CTC students must adhere to all rules of the high school in regards to drill policy. CTC students meet in their program's designated assembly area. Culinary Arts students will assemble outside of the culinary loading dock, against the running track in front of the electrical boxes. Your instructor will take roll and decide whether to stay in the designated assembly area or move to the U-Park gymnasium (temperature driven), release you for a break to return at a given time, or release you for the remainder of the class Week.

Do not go to your vehicle or leave the campus area until you have checked-in with your instructor and you have received the okay.

COURSE DESCRIPTION:

Learn the fundamentals of bread baking. Take simple ingredients and transform them into handcrafted fresh baked bread. Learn how to mix, ferment, proof, and bake like a skilled artisan baker. Explore the work of breads starting with crusty French baguettes, to sourdoughs, ciabattas, focaccia, multi-grain, bagels and much more.

COURSE READINGS & MATERIALS:

Course Textbook: *Artisan Breads at Home, Wiley, Eric Kastel ISBN: 978-0-470-18260-4*

Recommended Readings: No additional books recommended

Required Supplies:

Recommended: Digital scale with both pounds/ounces and metric measures

No tank tops, shorts open shoes, facial studs or piercings, tongue piercings while on line or in view of public, no dangling earrings. These are safety and sanitation issues.

GENERAL DESCRIPTION OF GOALS:

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

1. Comprehension of baking terminology.
2. Demonstrate an understanding of hand tools and equipment function and its safe use.
3. Identify baking ingredients along with their function and use.
4. Functional measuring and scaling capabilities.
5. Ability to convert recipes.
6. Understand, prepare and evaluate yeast breads.
7. Understand, prepare and evaluate quick breads and mixing methods.

STUDENT LEARNING OUTCOMES/OBJECTIVES:

Upon completion of this class the student will be able to:

- 1.1 Define baking terms.
- 2.1 Identify equipment and utensils used in baking and discuss proper use and care.
- 2.2 Demonstrate proper selection of equipment and utensils for specific application.
- 3.1 Identify ingredients used in baking.
- 3.2 Describe properties and list function of various ingredients.
- 4.1 Demonstrate proper scaling and measurement techniques.
- 5.1 Apply basic math skill to recipe conversions.
- 6.1 Define and Describe the steps in the production of yeast-leavened breads.
- 6.2 Prepare a variety of yeast-leavened breads.
- 6.3 Evaluate the quality of yeast-leavened breads.
- 7.1 Define and describe artisan breads and the mixing methods utilized to produce them.
- 7.2 Prepare and Evaluate the quality of a variety of artisan breads.

DISABILITIES SERVICES:

UAF has a Disability Services office that operates in conjunction with the College of Rural and Community Development's (CRCDD) campuses and UAF's Center for Distance Education (CDE). Disability Services, a part of UAF's Center for Health and Counseling, provides academic accommodations to enrolled students who are identified as being eligible for these services.

If you believe you are eligible, please visit <http://www.uaf.edu/disability/> on the web or contact a student affairs staff person at your local campus. You can also contact Disability Services on the Fairbanks Campus at (907) 474-5655, uaf-disabilityservices@alaska.edu

SUPPORT SERVICES:

CTC's Learning, Math, and Writing Centers can help you achieve educational success. The staff in these centers provides drop-in assistance with basic math, reading, writing and computer skills. They offer a friendly, supportive learning environment.

Detailed information about these services are in the Student Handbook, College Catalog, and online. Links to these resources are located at <http://www.CTC.uaf.edu/lc/index.html>

COURSE POLICIES:

1. Attendance: Attend every lecture and lab. Students with more than two tardy or absences can be asked to drop the course.
2. Any student who misses a class is responsible for gathering the information covered in class and the assignment for the following class.

Classmate	_____	_____
Phone	_____	_____
E-mail	_____	_____

3. The Instructor reserves the right to drop a student at any time (IW) for failure to comply with course policies.
4. All students will use, as their primary email address, their UA email address or will cause to be forwarded all emails from that address to their preferred email address. This is the primary method of contact and is used by the instructor for alerts, changes in assignment, updates on the course and so forth. Students will be held responsible for all content communicated in this way.

5. Expected Classroom Behavior:

- Arrive prepared:
 - a. On-time
 - b. With homework completed
 - c. Previous lessons reviewed

- Participate in the entire class, including individual and small group/ partner activities
- Respect all of those in the kitchen at all times
- Adhere to the "rules of the kitchen" as described in class
- No cell phone use in class.

6. STUDENT RESPONSIBILITIES--METHODS OF LEARNING:

- Reading and studying the textbook
- Contributing to discussions by asking questions and taking notes in lecture
- Using lab time effectively
- Completing all assigned class work and homework
- Participating in critiques

INSTRUCTIONAL METHODS & EVALUATION:

- | | |
|------------------------|---|
| 1. Reading Assignments | 6. Quizzes |
| 2. Lectures and Videos | 7. Weekly Discussion Assignments |
| 3. Demonstrations | 8. Recipe Cards: Completed and accurate |
| 4 Hands On Practice | 9. Skill growth |
| 5. Ongoing Feedback | 10. Professionalism, including full, clean uniform and tools. |
| 6. Other as assigned | |

GRADING STRUCTURE:



Lecture/Lab Attendance, Participation & Professionalism	12 @ 10 points	120 points
Quizzes	4 @ 20 points	80 points
Recipe Cards	6 @ 20 points	120 points
Final Written	1 @ 50 points	50 points
Final Practical	1 @ 130 points	130 points
Total Points Possible		500 points
A > 92%	B = 91.9% - 83.5%	C = 83.4% - 75%
	D = 74.9% - 65%	F < 64.9%
*Overall letter grade for the course will not exceed the letter grade averaged on the practical assessment tools *In addition you must pass all practical evaluations/exams with a "C" or better, in order to PASS the course.		

COURSE CALENDAR

Week of:	Lecture	Lab
Week 1 1/31/13	Introduction to Basic Bread Baking	Tour of the kitchen. Demo on bread doughs.
Day 2 2/1/13	Chapter 4 &5 Basic lean dough Basic enriched dough	Soft rolls, White bread, Whole wheat pan bread, soft multigrain rolls, Hoagie & Kaiser Rolls, Whole wheat bread, Rustic Rye Bread – All (SD)
Week 2 Day 1	Chapter 6 Advance artisan dough Bread making Chapter 8 Advance w/preferments	Pate-Fermentee: Pecan & Raisin bread (ND), Apple-cinnamon epi (ND), Fougasse(ND) Baguette with pate fermentee(ND),pretzels(ND) Sponge: Bialys and Bialy fillings (SD), Bagels(ND)Honey-wheat bagels
Day 2	Quiz: Lean Dough	Shape and Bake.
Week 3 Day 1	Sourdough/ Poolish	Sourdough starter: White sour base(120) Poolish: Ciabatta(ND), Baguette with polish(ND) Olive & cheese bread(ND), Rye & sunflower seed bread(SD)
Day 2	Quiz: Pre-ferment	Shape and bake dough
Week 4 Day 1	Sourdough	Sourdough bread (ND), Apple cranberry & walnut sourdough (ND), Jalapeno & Cheddar Sourdough (ND), Durum & whole wheat sourdough (ND), Garlic & cheese sourdough(ND)
Day 2	Quiz: Sourdough	Shape and Bake Dough
Week 5 Day1	Chapter 7 Flatbreads	Flatbread with sun-dried tomato & asiago cheese(SD) Grissini(ND), Lavash(ND),Pizza Dough(ND), English Muffins (ND)
Day 2	Quiz: Flat breads	Shape and Bake Dough
Week 6	Biga	Focaccia(ND), Naan(ND), Rye, Spelt & flaxseed

Day 1			loaves(ND), make up your pre-ferment dough for tomorrows final!
Day 2		Final written	Final Practical

**** (SD) is same day baking**

**** (ND) is next day baking**

The schedule is a projected progression of the class and subject to change