I. Roll
( ) Dave Fitzgerald (CBPP) ( ) Ira Ortega (COE) ( ) Christina Stuive (SA) ( ) Adjunct vacancy
( ) Paola Banchero (CAS) ( ) Jeffrey Callahan (CTC) ( ) Francisco Miranda (FS CAS) ( ) USUAA vacancy
( ) Mari Ippolitio (CAS) ( ) Utpal Dutta (SOE) ( ) Alberta Harder (FSAL) ( ) Ex-Officio Members:
( ) Barbara Harville(CAS) ( ) Michael Hawthfield (KPC) ( ) Soren Orley (FSAL) (x) Susan Kalina
( ) Len Smiley (CAS) ( ) Kevin Keating (LIB) ( ) FS at large vacancy ( ) Lora Volden
( ) Vacant (COH) ( ) Joan O’Leary (Mat-su) ( ) Kathryn Hollis Buchanan(Kodiak) ( ) S&P
( ) Eileen Weatherby (COH) ( ) Thia Falcone (Adjunct)

II. Approval of the Agenda (pg.1)

III. Approval of Meeting Summary (pg. 2-4)

IV. Administrative Report
A. Vice Provost for Undergraduate Academic Affairs Susan Kalina
B. University Registrar Lora Volden

V. Chair’s Report
A. UAB Chair- Dave Fitzgerald
B. GERC

VI. Program/Course Action Request- Second Readings
Chg CA A101 The Hospitality Industry; Carrers, Trends and Practices (2 cr)(2+0)(pg. 5-9)
Chg CA A103 Culinary Skill Development Lab (4 cr)(2+8)(pg.10-16)
Chg CA A110 Quantity Food Purchasing (2 cr)(2+0)(pg. 17-22)
Chg CA A111 Bakery Skill Development Lab (4 cr)(2+8)(pg. 23-30)
Chg CA A114 Beverage Management (3 cr)(3+0)(pg. 31-35)
Chg CA A295 Foodservice Internship (3 cr)(1+15)(pg. 36-39)
Chg AAS, Culinary Arts (pg. 40)
Chg BA, Hospitality Restaurant Management (pg 41- 53)

VII. Program/Course Action Request- First Readings
Chg SPAN A432 Selected Topics: Studies in Hispanic Literature & Culture (3 cr)(3+0)(pg. 54-60)

VIII. Old Business

IX. New Business

X. Informational Items and Adjournment
I. Roll
(x) Dave Fitzgerald (CBPP) (x) Ira Ortega (COE) (e) Christina Suive (SA) ( ) Adjunct vacancy
(x) Paola Banchero (CAS) (x) Jeffrey Callahan (CTC) (x) Francisco Miranda (FS CAS) ( ) USUAA vacancy
(x) Mari Ippolito (CAS) (x) Upal Dutta (SOE) (x) Alberta Harder (FSAL) Ex-Officio Members:
(x) Barbara Harville (CAS) (x) Michael Hawfield (KPC) (x) Soren Orley (FSAL) (x) Susan Kalina
(x) Len Smiley (CAS) (x) Kevin Keating (LIB) ( ) FS at large vacancy (x) Lora Volden
( ) Vacant (COH) (x) Joan O’Leary (Mat-su) ( ) Kathryn Holliis Buchanan (Kodiak) (x) S&P
(x) Eileen Weatherby (COH) ( ) Thia Falcone (Adjunct)

II. Approval of the Agenda (pg. 1-2)
Remove CA courses from Second Readings
Approved as amended

III. Approval of Meeting Summary (pg. 3-5)
Approved

IV. Administrative Report
A. Vice Provost for Undergraduate Academic Affairs Susan Kalina
Written report is uploaded on UAB website.
After conferring with the NWCCU, OAA has determined that there is no explicit accreditation requirement that all courses be reviewed every 10 years. Rather, curriculum review and renewal is considered by the accreditors to be a norm and expectation in higher education. Each institution must determine the best method and schedule for accomplishing this.

B. University Registrar Lora Volden
Purge lists were sent out this week; encouraged faculty to look at courses in their department
Add/Drop deadline extended till Tuesday, January 29th
Received all of the funded needed for the eCatalog

V. Chair’s Report
A. UAB Chair- Dave Fitzgerald
Discussed bookstore process of online orders

B. GER
Approved MATH A107
Discussed changes to Curriculum Handbook

VI. Program/Course Action Request- Second Readings
Chg MATH A107 College Algebra (4 cr)(4+0)(pg. 6-13)
Chg Minor, Mathematics (pg. 14)
Chg BS, Mathematics (pg. 15)
Chg BA, Mathematics (pg. 16-30)
Unanimously Approved

Chg CA A101 The Hospitality Industry; Careers, Trends and Practices (2 cr)(2+0)(pg. 31-35)
Chg CA A103L Culinary Skill Development Lab (4 cr)(2+8)(pg. 36-42)
Chg CA A110 Quantity Food Purchasing (2 cr)(2+0)(pg. 43-48)
Chg CA A111L Bakery Skill Development Lab (4 cr)(2+8)(pg. 49-56)
Chg CA A114 Beverage Management (3 cr)(3+0)(pg. 57-61)
Chg CA A295 Foodservice Internship (3 cr)(1+15)(pg. 62-65)

VII. Program/Course Action Request- First Readings

Chg BA A381 Consumer Behavior (3 cr)(3+0)(pg. 66-69)
Waive first reading, approve for second

Chg BA A420 Marketing Research (3 cr)(3+0)(pg. 70-73)
Waive first reading, approve for second

Add PS A323 International Organizations (3 cr)(3+0)(pg. 74-78)
Waive first reading, approve for second

Chg PS A424 International Law (3 cr)(3+0)(pg. 79-83)
Waive first reading, approve for second

Chg FREN A432 Selected Topics: Studies in French/Francophone Literature and Culture
(3 cr)(3+0)(Pg.84-88)
Waive first reading, approve for second

Chg SPAN A490 Selected Topics: Hispanic Culture and Civilization (3 cr)(3+0)(pg. 89-94)
Waive first reading, approve for second

Chg DNCE A262 Theory and Improvisation (3 cr)(3+0)(pg. 95-98)
Waive first reading, approve for second

Chg DNCE A365 Dance Repertory and Performance I (3 cr)(3+0)(pg. 99-103)
Waive first reading, approve for second

Add DNCE A475 Dance Repertory and Performance II (3 cr)(3+0)(pg. 104-107)
Waive first reading, approve for second

Chg BA, Theatre and Dance (pg. 108)
Waive first reading, approve for second

Chg BA, Theatre and Dance: Theatre Option (pg. 109)
Chg BA, Theatre and Dance: Dance Option (pg. 110)

Chg Minor, Dance (pg.111-123)
Waive first reading, approve for second

Del ED A200 Tutoring Lab (1-3 cr)(0+2-6)(pg.124)
Del ED A200A Beginning Tutor Training Seminar (1 cr)(1+0)(pg.125)
Del ED A200B Advanced Tutor Training Seminar (1 cr)(1+0)(pg. 126)
Del ED A200C Master Tutor Training Seminar (1 cr)(1+0)(pg. 127)
Waive first reading, approve for second

VIII. Old Business

IX. New Business
A. CAR Form (pg. 128)
   Unanimously approved
B. Curriculum Handbook Edits (pg. 129-135)
Unanimously approved

X. Informational Items and Adjournment
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College
CT CTC

1b. Division
ACAH Div of Culinary Arts Hosp

1c. Department
Culinary Arts & Hospitality/Dietetics & Nutrition

2. Course Prefix
CA

3. Course Number
A101

4. Previous Course Prefix & Number
N/A

5a. Credits/CEUs
2.0

5b. Contact Hours
(Lecture + Lab)
(2+0)

6. Complete Course Title
The Hospitality Industry: Careers, Trends and Practices

Hospitality Industry: Careers

Abbreviated Title for Transcript (30 character)

7. Type of Course
☒ Academic ☐ Preparatory/Development ☐ Non-credit ☐ CEU ☐ Professional Development

8. Type of Action:
☐ Add ☐ Change ☐ Delete

If a change, mark appropriate boxes:
☒ Prefix ☐ Credits ☐ Title ☐ Repeat Status ☐ Contact Hours ☐ Cross-Listed/Stacked ☒ Course Prerequisites ☒ Repeatability ☒ Registration Restrictions

If a deletion, mark appropriate boxes:
☐ Course Number ☐ Contact Hours ☐ Cross-Listed/Stacked ☐ Course Prerequisites ☐ Repeatability ☐ Registration Restrictions

9. Repeat Status No
☐ # of Repeats ☐ Max Credits

10. Grading Basis
☒ A-F ☐ P/NP ☐ NG

11. Implementation Date
From: Fall /2013 To: /9999

12. ☐ Cross Listed with N/A
☐ Stacked with N/A

Cross-Listed Coordination Signature

13a. Impacted Courses or Programs:
List any programs or college requirements that require this course.

Impacted Program/Course Catalog Page(s) Impacted Date of Coordination Chair/Coordinator Contacted
1. AAS Culinary Arts 213 Jan. 20, 2012 Tim Doebler
2. BA Hospitality Restaurant Management 214 Jan. 20, 2012 Tim Doebler
3. CA A223 362 Jan. 20, 2012 Tim Doebler

Initiator Name (typed): Amy Green Initiator Signed Initials: Date:________________

13b. Coordination Email Date: Jan. 20, 2012
submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison Date: Jan. 20, 2012

14. General Education Requirement
Mark appropriate box:
☐ Oral Communication ☐ Written Communication ☐ Quantitative Skills ☐ Humanities
☐ Fine Arts ☐ Social Sciences ☐ Natural Sciences ☐ Integrative Capstone

15. Course Description (suggested length 20 to 50 words)
Explores myriad career titles and opportunities in the hospitality industry and reviews emerging labor trends.

16a. Course Prerequisite(s) (list prefix and number)
(ENGL A111 and MATH A055) with minimum grade of C.

16b. Test Score(s)

16c. Co-requisite(s) (concurrent enrollment required)

16d. Other Restriction(s)
☐ College ☒ Major ☐ Class ☐ Level

16e. Registration Restriction(s) (non-codable)
Must be a declared Culinary Arts Major or Hospitality Restaurant Management Major. Appropriate SAT, ACT or UAA-approved Math Placement Test scores may be used in lieu of MATH A055.

17. Mark if course has fees

18. Mark if course is a selected topic course

19. Justification for Action
Periodic curriculum revision resulted in changes to course prerequisites and registration restrictions.

Initiator (faculty only)
Amy Green

Initiator (TYPE NAME)

☐ Approved ☐ Disapproved

Dean/Director of School/College Date

Undergraduate/Graduate Academic

Board Chairperson Date

Provost or Designee Date
COURSE CONTENT GUIDE

Department: Culinary Arts & Hosp./Dietetics & Nutrition
Date: January 20, 2012
Course Number: CA A101
Course Title: The Hospitality Industry: Careers, Trends and Practices
Credits: 2.0

I. Course Description:
Explores myriad career titles and opportunities in the hospitality industry and reviews emerging labor trends.

II. Course Design:
a. An introduction course designed for students in Culinary Arts and Hospitality, Restaurant Management.
b. 2.0 credits.
c. Total time of student involvement – 90 hours per semester
   Lecture: 2 hours per week instruction
   Homework: 4 hours per week outside reading, study & research
e. No lab fees are assessed for this course.
f. Course may be taught during any timeframe but not less than six weeks.
g. This is a revised course.
h. UAA Listserv and extended sites.
i. Course level justification: This course introduces a body of knowledge.

III. Course Activities:
Course activities will be composed of course lectures and discussion. Assigned readings, group projects, presentations, internet research, guest speakers and field trips will be utilized.

IV. Course Prerequisite:
(ENGL A111 and MATH A055) with minimum grade of C.

Registration restriction: Must be a declared Culinary Arts Major or Restaurant Management Major. Appropriate SAT, ACT or UAA-approved Math Placement Test scores may be used in lieu of MATH A055.
V. Course Evaluation:
Course will be graded A-F

VI. Course Outline:
1.0 Safety
   1.1 Campus and online safety
   1.2 Classroom/ laboratory and virus protection

2.0 Brief history of the hospitality industry
   2.1 Contemporary foodservices
   2.2 Advent of tourism
   2.3 Consumer behavior

3.0 Hospitality job titles and roles
   3.1 A vast industry
   3.2 Job titles and roles

4.0 Labor trends in the hospitality industry
   4.1 Trend versus fad
   4.2 Current trends
   4.3 Emerging trends
   4.4 Predicting trends
   4.5 Best practices and model businesses

5.0 Profiles of industry leaders and entrepreneurs
   5.1 Julia Child
   5.2 Walt Disney
   5.3 William F. Harrah
   5.4 Conrad Hilton
   5.5 J. Willard Marriott
   5.6 Jacques Pepin
   5.7 Martha Stewart

6.0 Career definition
   6.1 Where are you going?
   6.2 Setting realistic career goals
   6.3 Projecting a 3-5 year career goal plan
7.0 The job interview
7.1 The job search
7.2 Maintaining a resume
7.3 How to be successful in the job interview

VII. Suggested Text:

VIII. Bibliography:


IX. Instructional Goals, Student Learning Outcomes, and Assessment Measures:

A. Instructional Goal:
Teaches student to better comprehend, appreciate and prepare for a multitude of job opportunities in the hospitality industry

*Classic text.*
### B. Student Learning Outcomes/Assessment Measures:

<table>
<thead>
<tr>
<th>Student will:</th>
<th>Assessment Measures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discuss job titles and roles in the hospitality industry.</td>
<td>Discussion</td>
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<tr>
<td></td>
<td>Team project</td>
</tr>
<tr>
<td></td>
<td>Exam</td>
</tr>
<tr>
<td>Identify trends that affect the hospitality industry labor force.</td>
<td>Discussion</td>
</tr>
<tr>
<td></td>
<td>Team project</td>
</tr>
<tr>
<td></td>
<td>Exam</td>
</tr>
<tr>
<td>Identify and pursue career opportunities.</td>
<td>Discussion</td>
</tr>
<tr>
<td></td>
<td>Mock Interview</td>
</tr>
</tbody>
</table>
### Course Action Request
**University of Alaska Anchorage**
Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>CT CTC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1b. Division</td>
<td>ACAH Div of Culinary Arts Hosp</td>
</tr>
<tr>
<td>1c. Department</td>
<td>Culinary Arts &amp; Hospitality/Dietetics &amp; Nutrition</td>
</tr>
</tbody>
</table>

#### 2. Course Prefix
- **CA**

#### 3. Course Number
- **A103**

<table>
<thead>
<tr>
<th>4. Previous Course Prefix &amp; Number</th>
<th>CA A101, CA A104, CA A107, CA A110, and DN A101</th>
</tr>
</thead>
<tbody>
<tr>
<td>5a. Credits/CEUs</td>
<td>4.0</td>
</tr>
<tr>
<td>5b. Contact Hours (Lecture + Lab)</td>
<td>(2+8)</td>
</tr>
</tbody>
</table>

#### 6. Complete Course Title
- **Culinary Skill Development Laboratory**

**Abbreviated Title for Transcript (30 character):**

<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>Academic</th>
</tr>
</thead>
<tbody>
<tr>
<td>8. Type of Action:</td>
<td>Add</td>
</tr>
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</table>

**If a change, mark appropriate boxes:**

- Prefix
- Credits
- Title
- Grading Basis
- Course Description
- Test Score Prerequisites
- Other Restrictions
- Class
- Level
- College
- Major

<table>
<thead>
<tr>
<th>9. Repeat Status No</th>
<th># of Repeats</th>
<th>Max Credits</th>
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</thead>
<tbody>
<tr>
<td>10. Grading Basis</td>
<td>A-F</td>
<td>P/NP</td>
</tr>
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<table>
<thead>
<tr>
<th>11. Implementation Date</th>
<th>semester/year</th>
</tr>
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<tbody>
<tr>
<td>From: Fall 2013</td>
<td>To: 9999</td>
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<tr>
<th>12. Cross Listed with</th>
<th>N/A</th>
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<tbody>
<tr>
<td>Stacked with</td>
<td>N/A</td>
</tr>
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</table>

**Cross-Listed Coordination Signature:**

**13a. Impacted Courses or Programs:** List any programs or college requirements that require this course.

Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at [www.uaa.alaska.edu/governance](http://www.uaa.alaska.edu/governance).

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. See attachment</td>
<td>2</td>
<td>3</td>
<td></td>
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</table>

**Initiator Name (typed): Naomi Everett**

**Initiator Signed Initials:**

**Date:**

<table>
<thead>
<tr>
<th>13b. Coordination Email</th>
<th>Date: Jan 20, 2012</th>
</tr>
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<tbody>
<tr>
<td>submitted to Faculty Listserv: (<a href="mailto:uaa-faculty@lists.uaa.alaska.edu">uaa-faculty@lists.uaa.alaska.edu</a>)</td>
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<th>13c. Coordination with Library Liaison</th>
<th>Date: Jan 20, 2012</th>
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<tr>
<th>14. General Education Requirement</th>
<th>Oral Communication</th>
<th>Written Communication</th>
<th>Quantitative Skills</th>
<th>Humanities</th>
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<tbody>
<tr>
<td>Mark appropriate box:</td>
<td>Fine Arts</td>
<td>Social Sciences</td>
<td>Natural Sciences</td>
<td>Integrative Capstone</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15. Course Description (suggested length 20 to 50 words)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduces and provides student with a solid theoretical and practical foundation in commercial kitchen practices.</td>
</tr>
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<table>
<thead>
<tr>
<th>16a. Course Prerequisite(s)</th>
<th>N/A</th>
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<tbody>
<tr>
<td>(list prefix and number)</td>
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<tr>
<td>(CA A101, CA A104, CA A107, CA A110, and DN A101)</td>
<td>with min. grade of C.</td>
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<tr>
<th>16b. Test Score(s)</th>
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<tr>
<th>16c. Co-requisite(s)</th>
<th>CA A111</th>
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<td>(concurrent enrollment required)</td>
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<th>16d. Other Restriction(s)</th>
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<td>Major</td>
<td>Class</td>
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<th>16e. Registration Restriction(s)</th>
<th>(non-codable)</th>
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<tbody>
<tr>
<td>Must be a declared Culinary Arts Major or Hospitality Restaurant Management Major.</td>
<td>Must have current Serv-Safe certification.</td>
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| 17. Mark if course has fees | 18. Mark if course is a selected topic course |

<table>
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<tr>
<th>19. Justification for Action</th>
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<tbody>
<tr>
<td>Periodic curriculum revision resulted in changes to course number, course description, prerequisites, registration restrictions and suggested texts/bibliography.</td>
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<tr>
<th>Initiator (faculty only)</th>
<th>Naomi Everett</th>
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<th>20. Justification for Action</th>
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**Initiator Signed Initials:**

**Date:**

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<th>22a.</th>
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### CA A103L

<table>
<thead>
<tr>
<th>Impacted Program or Course</th>
<th>Type of Impact (course or program)</th>
<th>Course Impacts examples: prerequisite, corequisite, recommended</th>
<th>Program Impacts examples: requirement, selective, program credit total</th>
<th>Catalog Page</th>
<th>Type/Date of Notification</th>
<th>Chair/Coordinator Contacted (not listerve)</th>
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<td></td>
<td></td>
<td></td>
<td>213</td>
<td>1/20/12</td>
<td>Tim Doebler</td>
</tr>
<tr>
<td>BA Hospitality Restaurant Management</td>
<td></td>
<td></td>
<td></td>
<td>213</td>
<td>1/20/12</td>
<td>Tim Doebler</td>
</tr>
<tr>
<td>CA A111</td>
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<td>Requirement</td>
<td></td>
<td>362</td>
<td>1/20/12</td>
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<td>Requirement</td>
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<td>Tim Doebler</td>
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<tr>
<td>CA A202</td>
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<td>Tim Doebler</td>
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<tr>
<td>CA A223</td>
<td>Prerequisite</td>
<td>Requirement</td>
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<td>362</td>
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<td>Tim Doebler</td>
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<tr>
<td>CA A225</td>
<td>Prerequisite</td>
<td>Requirement</td>
<td></td>
<td>362</td>
<td>1/20/12</td>
<td>Tim Doebler</td>
</tr>
</tbody>
</table>
I. Course Description:
Introduces and provides student with a solid theoretical and practical foundation in commercial kitchen practices.

II. Course Design:
   a. Designed for students in the Culinary Arts AAS and BA in Hospitality Restaurant Management major.
   b. 4.0 credits.
   c. Total time of student involvement - 180 hours per semester
      Lecture: 2 hours per week
      Lab: 8 hours per week
      Homework: 2 hours per week outside reading, study, and practice
   d. Required for AAS Culinary Arts and BA Hospitality and Restaurant Management.
   e. Lab fees are assessed for this course.
   f. Course may be taught in any time frame but not less than three weeks.
   g. This is a revised course.
   h. UAA Listserv and extended sites.
   i. Course level justification: This course introduces a body of knowledge and skills.

III. Course Activities:
Course will be conducted as a laboratory situation with student gaining hands-on experience through individual and group instruction. Directed laboratory and topical introductions will be used to prepare students for, and support the laboratory experience. Other methods of instruction may include demonstration, guest speakers, field trips, and audiovisual resources.

IV. Course Prerequisites:
(CA A101, CA A104, CA A107, CA A110, and DN A101) with minimum grade of C.

Registration restriction: Must be a declared Culinary Arts Major or Hospitality Restaurant Management Major. Must have current Serv-Safe certification.
V. **Co-requisite:**
CA A111

VI. **Course Evaluations:**
Course will be graded A-F.

VII. **Content Outline:**
1.0 Safety
   1.1 Laboratory safety features and rules
   1.2 Building safety features and rules
   1.3 Campus safety features and rules
   1.4 Hazardous Materials
      1.4.1 Right to Know Information
      1.4.2 MSDS Information

2.0 Tool and equipment
   2.1 Identification, selection, use, and cleaning of small equipment
   2.2 Identification, selection, use, and cleaning of large equipment
   2.3 Knife care and handling

3.0 Production kitchen foundations
   3.1 Brigade system
   3.2 Sanitation and safety
   3.3 Mise en place - station flow
   3.4 French and industry vocabulary
   3.5 Knife cuts - herbs, fruits, and vegetables
   3.6 Seasoning and flavoring
   3.7 Recipe structure

4.0 Stocks and sauces
   4.1 Stocks
      4.1.1 Types of stocks
      4.1.2 Production techniques
      4.1.3 Convenience products
      4.1.4 Quality standards
   4.2 Sauces
      4.2.1 Thickening agents
      4.2.2 Classical sauces
      4.2.3 Contemporary sauces
      4.2.4 Production techniques
      4.2.5 Convenience products
      4.2.6 Quality standards
5.0 Soups
5.1 Classifications
5.2 Production techniques
5.3 Presentation
5.4 Quality standards

6.0 Product identification
6.1 Meats
   6.1.1 Inspection and grading, market forms
   6.1.2 Composition and structure
   6.1.3 Fabrication techniques
   6.1.4 Handling and storage
6.2 Poultry
   6.2.1 Inspection and grading, market forms
   6.2.2 Composition and structure
   6.2.3 Fabrication techniques
   6.2.4 Handling and storage
6.3 Fish and shellfish
   6.3.1 Market forms, quality indicators
   6.3.2 Composition and structure
   6.3.3 Fabrication techniques
   6.3.4 Handling and storage

7.0 Cooking methods
7.1 Dry heat
   7.1.1 Meats
   7.1.2 Poultry
   7.1.3 Fish and shellfish
   7.1.4 Production techniques
   7.1.5 Presentation
   7.1.6 Recipe costing
   7.1.7 Quality standards
7.2 Moist heat
   7.2.1 Meats
   7.2.2 Poultry
   7.2.3 Fish and shellfish
   7.2.4 Production techniques
   7.2.5 Presentation
   7.2.6 Recipe costing
   7.2.7 Quality standards
8.0 Potatoes and other starches
8.1 Identification, handling, storage, and market forms
8.2 Production techniques
8.3 Presentation
8.4 Recipe costing
8.5 Quality standards

9.0 Vegetables
9.1 Identification, handling, storage, and market forms
9.2 Production techniques
9.3 Presentation
9.4 Recipe costing
9.5 Quality standards

VIII. Suggested Texts:


IX. Bibliography:


 Instructional Goals, Student Learning Outcomes, and Assessment Measures:

A. Instructional Goals:
Increase student ability to apply principles, skills, and techniques fundamental to foodservice kitchen operations.

B. Student Learning Outcomes/Assessment Measures:

<table>
<thead>
<tr>
<th>Student will:</th>
<th>Assessment Measures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrate safe and sanitary laboratory practices and procedures.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Practical and written tests</td>
</tr>
<tr>
<td>Identify and fabricate meat, fish, and poultry items.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td>Apply skills and techniques necessary for stock, soup, and sauce production.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td>Demonstrate a mastery of moist and dry heat cooking methods with a variety of foods.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td>Exhibit the mastery of classical knife skills.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td>Utilize French and industry culinary terminology.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td>Describe and utilize tools and equipment in a professional kitchen.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td>Apply the skills necessary for production of vegetables, potatoes, and other starches.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td>Apply prior learning in food science, nutrition, cost control, and purchasing to food production.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td>Demonstrate an understanding of seasonings and spices and their use.</td>
<td>Teacher observation</td>
</tr>
<tr>
<td></td>
<td>Class participation</td>
</tr>
<tr>
<td></td>
<td>Practical and written tests</td>
</tr>
</tbody>
</table>
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td>ACAH Div of Culinary Arts Hosp</td>
<td>Culinary Arts &amp; Hospitality/Dietetics &amp; Nutrition</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA</td>
<td>A110</td>
<td>N/A</td>
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<td>(2+0)</td>
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</table>

6. Complete Course Title
Quantity Food Purchasing

7. Type of Course
- Academic
- Preparatory/Development
- Non-credit
- CEU
- Professional Development

8. Type of Action: [ ] Add or [ ] Change or [ ] Delete

9. Repeat Status No # of Repeats Max Credits

10. Grading Basis
- A-F
- P/NP
- NG

11. Implementation Date
- semester/year
  - From: Fall /2013
  - To: /9999

12. Cross Listed with
- N/A

13a. Impacted Courses or Programs: List any programs or college requirements that require this course.
Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at www.uaa.alaska.edu/governance.

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
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<tbody>
<tr>
<td>1. See attachment</td>
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</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Amy Green
Initiator Signed Initials: ________ Date: __________

13b. Coordination Email
- Date: Jan. 20, 2012
  - submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
- Date: Jan. 20, 2012

14. General Education Requirement
Mark appropriate box:
- Oral Communication
- Written Communication
- Quantitative Skills
- Humanities
- Fine Arts
- Social Sciences
- Natural Sciences
- Integrative Capstone

15. Course Description (suggested length 20 to 50 words)
Covers foodservice industry purchasing practices and standards.

16a. Course Prerequisite(s) (list prefix and number)
- ENGL A111 and MATH A055 with min. grade of C.

16b. Test Score(s)
- N/A

16c. Co-requisite(s) (concurrent enrollment required)

16d. Other Restriction(s)
- College 
- Major
- Class
- Level

16e. Registration Restriction(s) (non-codable)
Must be a declared Culinary Arts Major or Hospitality Restaurant Management Major. Appropriate SAT, ACT or UAA-approved Math Placement Test scores may be used in lieu of MATH A055.

17. [ ] Mark if course has fees

18. [ ] Mark if course is a selected topic course

19. Justification for Action
Periodic curriculum revision resulted in changes to course pre-requisites, registration restrictions and suggested texts/bibliography.

Initiator (faculty only) Date
Amy Green
Initiator (TYPE NAME)

[ ] Approved
[ ] Disapproved
Dean/Director of School/College Date

[ ] Approved
[ ] Disapproved
Undergraduate/Graduate Academic Date

[ ] Approved
[ ] Disapproved
Board Chairperson Date

[ ] Approved
[ ] Disapproved
Provost or Designee Date
<table>
<thead>
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<td>Tim Doebler</td>
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<td>BA Hospitality Restaurant Management</td>
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<td>214</td>
<td>1/20/12</td>
<td>Tim Doebler</td>
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<td>CA A111</td>
<td>Program Impacts examples: requirement, selective, program credit total</td>
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<td>CA A201</td>
<td>Prerequisite Requirement</td>
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<td>Prerequisite Requirement</td>
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<td>Prerequisite Requirement</td>
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<td>Tim Doebler</td>
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<tr>
<td>CA A225</td>
<td>Prerequisite Requirement</td>
<td>362</td>
<td>1/20/12</td>
<td>Tim Doebler</td>
</tr>
</tbody>
</table>
I. **Course Description:**
Covers foodservice industry purchasing practices and standards.

II. **Course Design:**
   a. Designed for students in the Culinary Arts major and the Hospitality Restaurant Management major.
   b. 2.0 credits.
   c. Total time of student involvement - 90 hours per semester
      - Lecture: 2 hours per week.
      - Homework: 4 hours per week.
   d. Required for AAS Culinary Arts and BA Hospitality Restaurant Management.
   e. No lab fees are assessed for this course.
   f. Course may be taught in any time frame, but not less than three weeks.
   g. This is a revised course.
   h. UAA Listserv and extended sites.
   i. Course level justification: This course introduces a body of knowledge.

III. **Course Activities:**
Course activities will include lectures, discussion, reading of assigned information, completion of text workbook, guest speakers and site tours will comprise the course activities.

IV. **Course Prerequisite:**
(ENGL A111 and MATH A055) with minimum grade of C.

   Registration restriction: Must be a declared Culinary Arts Major or Hospitality Restaurant Management Major. Appropriate SAT, ACT or UAA-approved Math Placement Test scores may be used in lieu of MATH A055.

V. **Course Evaluation:**
Course will be graded A-F.
VI. Course Outline:

1.0 Safety
   1.1 Classroom safety features and rules
   1.2 Building safety features and rules
   1.3 Campus safety features and rules
   1.4 Hazardous Materials
      1.4.1 Right to Know Information
      1.4.2 MSDS information

2.0 Hospitality Procurement
   2.1 The market place
   2.2 Regulatory agencies
   2.3 Legal considerations
   2.4 Distribution systems
   2.5 Technology applications in purchasing

3.0 Purchasing Procedures
   3.1 The buyer/supplier relationship
   3.2 Development of specifications
   3.3 Ordering procedures
   3.4 Receiving procedures
   3.5 Storage procedures
   3.6 Terms of payment
   3.7 Ethics in purchasing

4.0 Fresh Fruit and Vegetables
   4.1 History and classification
   4.2 Identification
   4.3 Grades and grading criteria
   4.4 Buying specifications
   4.5 Storage

5.0 Processed Fruits and Vegetables
   5.1 History and classification
   5.2 Production
   5.3 Grades and grading criteria
   5.4 Buying specifications
   5.5 Storage

6.0 Dairy Products
   6.1 History and classification
   6.2 Processing
   6.3 Grades and grading criteria
   6.4 Buying specifications
   6.5 Storage
7.0 Eggs
  7.1 History, classification and sizing
  7.2 Grades and grading criteria
  7.3 Processing and other products
  7.4 Buying specifications
  7.5 Storage

8.0 Poultry
  8.1 History and classification
  8.2 Processing
  8.3 Grades and grading criteria
  8.4 Buying specifications
  8.5 Storage

9.0 Meat
  9.1 History and classification
  9.2 Processing
  9.3 Grades and grading criteria
  9.4 Buying specifications
  9.5 Storage

10.0 Fish
  10.1 History and classification
  10.2 Processing
  10.3 Grades and grading criteria
  10.4 Buying specifications
  10.5 Storage

11.0 Beverages
  11.1 History and classification
  11.2 Processing
  11.3 Grades and grading criteria
  11.4 Buying specifications
  11.5 Storage

12.0 Non-Food Items
  12.1 History and classification
  12.2 Processing
  12.3 Grades and grading criteria
  12.4 Buying specifications
  12.5 Storage
VII. Suggested Text:

VIII. Bibliography:


IX. Instructional Goals, Student Learning Outcomes and Assessment Measures:

A. Instructional Goals
Prepare student for purchasing functions in foodservice operations.
Increase student ability to identify, grade and write specifications, and control costs and reduce wastes.

B. Student Learning Outcomes/Assessment Measures:

<table>
<thead>
<tr>
<th>Student will:</th>
<th>Assessment Measures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify components of purchasing distribution systems.</td>
<td>Discussion</td>
</tr>
<tr>
<td></td>
<td>Quiz</td>
</tr>
<tr>
<td>Describe ordering and receiving procedures.</td>
<td>Discussion</td>
</tr>
<tr>
<td></td>
<td>Quiz</td>
</tr>
<tr>
<td>Describe storage and inventory control procedures.</td>
<td>Discussion</td>
</tr>
<tr>
<td></td>
<td>Quiz</td>
</tr>
<tr>
<td>Analyze technology application in purchasing.</td>
<td>Discussion</td>
</tr>
<tr>
<td></td>
<td>Quiz</td>
</tr>
<tr>
<td>Identify websites applicable to purchasing.</td>
<td>Summary Assignment</td>
</tr>
<tr>
<td>Develop purchasing procedure manual for foodservice operation.</td>
<td>Project</td>
</tr>
<tr>
<td>Identify and classify food items according to industry standards: fresh and</td>
<td>Discussion</td>
</tr>
<tr>
<td>processed produce and fruit, eggs, poultry, dairy, meat, fish, beverages and</td>
<td>Exam</td>
</tr>
<tr>
<td>non-food items.</td>
<td></td>
</tr>
</tbody>
</table>
1a. School or College  
CT CTC

1b. Division  
ACAH Div of Culinary Arts Hosp

1c. Department  
Culinary Arts & Hospitality/Dietetics & Nutrition

2. Course Prefix  
CA

3. Course Number  
A111

4. Previous Course Prefix & Number  

5a. Credits/CEUs  
4.0

5b. Contact Hours  
(Lecture + Lab) (2+8)

6. Complete Course Title  
Bakery Skill Development Laboratory

7. Type of Course  
☒ Academic  ☐ Preparatory/Development  ☐ Non-credit  ☐ CEU  ☐ Professional Development

8. Type of Action:  
☐ Add  ☑ Change  ☐ Delete

If a change, mark appropriate boxes:

☒ Prefix  ☐ Credits  ☑ Title  ☐ Repeat Status  ☐ Grading Basis  ☐ Contact Hours  ☐ Course Prerequisites  ☐ Other Restrictions

☐ Course Number  ☐ Cross-Listed/Stacked  ☐ Course Description  ☐ Co-requisites  ☐ Registration Restrictions

☐ Credits  ☐ Other CCG (please specify)  ☐ Contact Hours  ☐ Title  ☐ Course Prerequisites  ☐ Registration Restrictions

9. Repeat Status No  # of Repeats  Max Credits

10.Grading Basis  
☒ A-F  ☐ P/NP  ☐ NG

11. Implementation Date  
semester/year  
From: Fall /2013  To: /9999

12. ☐ Cross Listed with  N/A  ☐ Stacked with  N/A

Cross-Listed Coordination Signature

13a. Impacted Courses or Programs:  
List any programs or college requirements that require this course.

Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at www.uaa.alaska.edu/governance.

### Impacted Program/Course

<table>
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</table>

Initiator Name (typed): Vern Wolfram  
Initiator Signed Initials: __________  Date: __________________

13b. Coordination Email  
Date: Jan. 20, 2012

submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison  
Date: Jan. 20, 2012

14. General Education Requirement  
Mark appropriate box:  
☒ Oral Communication  ☐ Written Communication  ☐ Quantitative Skills  ☐ Humanities

☐ Fine Arts  ☐ Social Sciences  ☐ Natural Sciences  ☐ Integrative Capstone

15. Course Description  
(suggested length 20 to 50 words)

Introduces and provides student with a solid theoretical and practical foundation in commercial baking practices.

16a. Course Prerequisite(s)  
(list prefix and number)  
(CA A101, CA A104, CA A107, CA A110, and DN A101) with minimum grade of C.

16b. Test Score(s)  
N/A

16c. Co-requisite(s)  
(concurrent enrollment required)  
CA A103

16d. Other Restriction(s)  
☐ College  ☑ Major  ☐ Class  ☐ Level

16e. Registration Restriction(s)  
(non-codable)  
Must be a declared Culinary Arts Major or Hospitality Restaurant Management Major

17. ☒ Mark if course has fees  
☐ Mark if course is a selected topic course

18. ☐ Mark if course is a selected topic course

19. Justification for Action  
Periodic curriculum revision resulted in changes to course number, course description, prerequisites, registration restrictions, suggested texts/bibliography, instructional goals/objectives and outcomes/assessment.

Initiator (faculty only)  
Date  
Vern Wolfram

Initiator (TYPE NAME)  
☐ Approved  ☐ Disapproved

☐ Approved  ☐ Disapproved  
Dean/Director of School/College  Date

☐ Approved  ☐ Disapproved  
Undergraduate/Graduate Academic  Date

☐ Approved  ☐ Disapproved  
Board Chairperson  Date

☐ Approved  ☐ Disapproved  
Provost or Designee  Date

23
<table>
<thead>
<tr>
<th>Impacted Program or Course</th>
<th>Type of Impact (course or program)</th>
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<td>BA Hospitality Restaurant Management</td>
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<td>Tim Doebler</td>
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<td>CA A103</td>
<td>Prerequisite</td>
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<td>CA A225</td>
<td>Prerequisite</td>
<td>Requirement</td>
<td>362</td>
<td>1/20/12</td>
</tr>
</tbody>
</table>
COURSE CONTENT GUIDE

Department: Culinary Arts & Hosp./Dietetics & Nutrition
Date: January 20, 2012
Course Number: CA A111L
Course Title: Bakery Skill Development Lab
Credits: 4.0

I. Course Description:
Introduces and provides student with a solid theoretical and practical foundation in commercial baking practices.

II. Course Design:
a. Intended for students in the Culinary Arts major and the Hospitality Restaurant Management Major.
b. 4.0 credits.
c. Total time of student involvement – 180 total hours
   - 10 (8 hours lab + 2 hours lecture per week)
   - 2 hours of outside work per week
e. Lab fees are assessed for this course.
f. Course may be taught during any timeframe but not less than three weeks.
g. This is a revised course.
h. UAA Listserv and extended sites.
i. Course level justification: This course introduces a body of knowledge and skills.

III. Course Activities:
Course will be conducted in a laboratory and lecture situation simulating industry work demands, performance and product standards. Students will plan, prepare and present products for sale at the Cuddy Hall Bakery Cart, and at Lucy’s (restaurant laboratory). Other methods of instruction may include demonstrations from industry professionals, guest speakers, field trips and various media resources. Evaluations will be performed through the use of quizzes, reports, essays, tests and practical application.

IV. Course Prerequisite:
(CA A101, CA A104, CA A107, CA A110 and DN A101) with minimum grade of C.

Registration restriction: Must be a declared Culinary Arts Major or Hospitality Restaurant Management Major.
V. **Course Co-requisite:**
CA A103L

VI. **Course Evaluation:**
Course will be graded A-F

VII. **Course Outline:**
1.0 Safety
   1.1 Classroom safety features and rules
   1.2 Building safety features and rules
   1.3 Campus safety features and rules
   1.4 Hazardous materials
      1.4.1 Right to know information
      1.4.2 MSDS information
2.0 Basic principles
   2.1 Baking-historical background
   2.2 Formulas and measurements
   2.3 Mixing and gluten development
   2.4 Baking process
   2.5 Staling
   2.6 Bakery product faults
3.0 Baking and pastry equipment
   3.1 Large equipment
   3.2 Pans, containers and molds
   3.3 Hand tools
   3.4 Miscellaneous tools and equipment
4.0 Ingredients
   4.1 Wheat flour
   4.2 Other meals, flours and starches
   4.3 Sugars
   4.4 Fats, oils
   4.5 Milk and milk products
   4.6 Eggs
   4.7 Leavening agents
   4.8 Jelling agents
   4.9 Fruits and nuts
4.10 Chocolate and cocoa
4.11 Salt, spices and flavorings

5.0 Yeast dough
5.1 Yeast product types
5.2 Steps in yeast dough production
5.3 Types of dough making processes
5.4 Controlling fermentation

6.0 Artisan Breads
6.1 What is Artisan Bread
6.2 Ingredients
6.3 Pre-ferments and sourdoughs
6.4 Autolyse
6.5 Fermentation
6.6 Baking

7.0 Lean yeast dough
7.1 Introduction to hand crafted bread
7.2 Crisp crusted bread formulas
7.3 Soft crusted bread formulas

8.0 Rich yeast dough
8.1 Sweet and rich dough formulas
8.2 Rolled-in dough formulas
8.3 Filling and toppings
8.4 Make-up techniques

9.0 Quick breads
9.1 Mixing and production methods
9.2 Formulas

10.0 Doughnuts, fritters, pancakes and waffles
10.1 Doughnuts
10.2 Fritters
10.3 Pancakes and waffles
11.0 Pies
   11.1 Pie dough
   11.2 Assembly and baking
   11.3 Fillings

12.0 Pastry basics
   12.1 Pâte brisée and short pastry
   12.2 Puff pastry
   12.3 Éclair paste
   12.4 Strudel and phyllo
   12.5 Baked meringues

13.0 Tarts and special pastries
   13.1 Tarts and tartlets
   13.2 Special pastries

14.0 Cake mixing technique
   14.1 Mixing
   14.2 Cake formula balance
   14.3 Scaling, panning, baking
   14.4 Formulas

15.0 Cake assembly and decorating technique
   15.1 Icings
   15.2 Assembling and icing of simple cakes
   15.3 Basic decorating techniques

16.0 Cookies
   16.1 Cookie characteristics and their causes
   16.2 Mixing methods
   16.3 Types and make-up methods
   16.4 Panning, baking and cooling
   16.5 Petit fours
   16.6 Formulas

17.0 Computer skills
   17.1 Introduction to computer-based recipe system
   17.2 Retrieval, editing of recipes
18.0 Sanitation
  18.1 Personal sanitation
  18.2 Classroom sanitation
  18.3 Building sanitation

VIII. Suggested Text:

IX. Bibliography:


X. Instructional Goals, Student Learning Outcomes, and Assessment Measures:

A. Instructional Goal:
Prepare student to apply principles, skills and techniques fundamental to commercial bakery operations
### B. Student Learning Outcomes/Assessment Measures:

<table>
<thead>
<tr>
<th><strong>Student will:</strong></th>
<th><strong>Assessment Measures:</strong></th>
</tr>
</thead>
</table>
| Identify the importance of sanitation and safety principles as it pertains to bakery operations | Written assignments  
Exams |
| Analyze the use and operation of baking and pastry equipment | Quizzes  
Laboratory performance |
| Identify function of different ingredients used in bakery production | Exams  
Quizzes  
Performance analysis |
| Analyze baked products and compare to industry standards | Evaluations  
Performance analysis |
| Prepare bakery products through the use of standardized formulas and mixing techniques | Exams  
Performance analysis |
| Utilize computer applications for recipe development, purchasing specifications, costing and inventory control | Performance test |
| Utilize culinary and bakery vocabulary | Quizzes |
Course Action Request
University of Alaska Anchorage
Proposal to Initiate, Add, Change, or Delete a Course

1a. School or College
CT CTC

1b. Division
ACAH Div of Culinary Arts Hosp

1c. Department
Culinary Arts & Hospitality/Dietetics & Nutrition

2. Course Prefix
CA

3. Course Number
A114

4. Previous Course Prefix & Number
N/A

5a. Credits/CEUs
3.0

5b. Contact Hours
(Lecture + Lab)
(3+0)

6. Complete Course Title
Beverage Management

Abbreviated Title for Transcript (30 character)

7. Type of Course
☒ Academic
☐ Preparatory/Development
☐ Non-credit
☐ CEU
☐ Professional Development

8. Type of Action:
☐ Add
☒ Change
☐ Delete

If a change, mark appropriate boxes:
☐ Prefix
☐ Course Number
☐ Credits
☐ Title
☐ Repeat Status
☐ Grading Basis
☐ Cross-Listed/Stacked
☒ Course Description
☐ Test Score Prerequisites
☐ Co-requisites
☒ Other Restrictions
☐ Class
☐ Level
☒ College
☐ Major
☐ Other CCG (please specify)

9. Repeat Status No
☐ # of Repeats
☒ Max Credits

10. Grading Basis
☒ A-F
☐ P/NP
☐ NG

11. Implementation Date
Semester/year
From: Fall 2013
To: 9999

12. ☐ Cross Listed with N/A
☐ Stacked with N/A
☐ Cross-Listed Coordination Signature

13a. Impacted Courses or Programs: List any programs or college requirements that require this course.
Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at www.uaa.alaska.edu/governance.

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. AAS Culinary Arts</td>
<td>195</td>
<td>Jan. 20, 2012</td>
<td>Tim Doebler</td>
</tr>
<tr>
<td>2. BA Hospitality Restaurant Management</td>
<td>Courtesy Coordination</td>
<td>Jan. 20, 2012</td>
<td>Tim Doebler</td>
</tr>
</tbody>
</table>

Initiator Name (typed): Amy Green
Initiator Signed Initials: __________
Date: __________

13b. Coordination Email
Date: Jan. 20, 2012
Submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

13c. Coordination with Library Liaison
Date: Jan. 20, 2012

14. General Education Requirement
Mark appropriate box:
☐ Oral Communication
☐ Written Communication
☐ Quantitative Skills
☐ Humanities
☐ Fine Arts
☐ Social Sciences
☐ Natural Sciences
☐ Integrative Capstone

15. Course Description (suggested length 20 to 50 words)
Reviews the history of the beverage industry, including alcohol and non-alcohol beverages. Focuses on the management and operations of beverage service. Covers legal responsibilities of serving alcohol and awareness of alcohol abuse.

Special note: Students are prepared to take alcohol server exam that will allow them to legally serve alcohol in the State of Alaska.

16a. Course Prerequisite(s) (list prefix and number)
N/A

16b. Test Score(s)
N/A

16c. Co-requisite(s) (concurrent enrollment required)

16d. Other Restriction(s)
☒ College
☑ Major
☐ Class
☐ Level

16e. Registration Restriction(s) (non-codable)
Must be a declared Culinary Arts Major or Hospitality Restaurant Management Major. Must be 21 years old or older.

17. ☒ Mark if course has fees

18. ☐ Mark if course is a selected topic course

19. Justification for Action
Periodic curriculum revision resulted in changes to course prerequisites, registration restrictions, suggested texts/bibliography and Instructional goals/student outcomes.

Initiator (faculty only) Date
Amy Green
Initiator (TYPE NAME)

☑ Approved
☐ Disapproved

Dean/Director of School/College Date

Undergraduate/Graduate Academic Date

Board Chairperson

Provost or Designee Date

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COURSE CONTENT GUIDE

Department: Culinary Arts & Hosp./Dietetics & Nutrition
Date: January 20, 2012
Course Number: CA A114
Course Title: Beverage Management
Credits: 3.0

I. Course Description:
Reviews the history of the beverage industry, including alcohol and non-alcohol beverages. Focuses on the management and operations of beverage service. Covers legal responsibilities of serving alcohol and awareness of alcohol abuse.

Special note: Students are prepared to take alcohol server exam that will allow them to legally serve alcohol in the State of Alaska.

II. Course Design:
a. Elective designed for students in the Culinary Arts major and the Hospitality Restaurant Management major.
b. 3.0 credits
c. Total time of student involvement – 135 hours per semester
   Lecture: 3 hours per week
   Homework: 6 hours per week
e. Lab fees are assessed for this course.
f. Course may be taught during any timeframe but not less than three weeks.
g. This is a revised course.
h. UAA Listserv and extended sites.
i. Course level justification: This course introduces a body of knowledge and skills.

III. Course Activities:
Course lectures will be conducted on campus. Reading of assigned information, completion of text workbook, lectures, guest speakers and site tours will comprise the course activities.

IV. Course Prerequisite:
Registration restriction: Must be a declared Culinary Arts Major or Restaurant Management Major.

Must be 21 years old or older.
V. **Course Evaluation:**
Course will be graded A-F

VI. **Course Outline:**

1.0 **Safety**
   1.1 Classroom safety features and rules
   1.2 Building safety features and rules
   1.3 Campus safety features and rules
   1.4 Hazardous Materials
      1.4.1 Right to Know Information
      1.4.2 MSDS information

2.0 **History of the beverage industry**
   2.1 History and cultural aspects of alcohol consumption
   2.2 Effects of alcohol on the human body
   2.3 Public awareness in the beverage industry

3.0 **Bar and beverage marketing**
   3.1 Determining customer needs
   3.2 Product identification
   3.3 Development of wine and beer lists
   3.4 Components of the customer-service transaction

4.0 **Bar and beverage planning**
   4.1 Operation equipment
   4.2 Layout and design of bar operations
   4.3 Upkeep and maintenance

5.0 **Wine fundamentals**
   5.1 History, geography and origins
   5.2 Selling and serving of wine
   5.3 Classifications and pairings
   5.4 Wine language and vocabulary
   5.5 Wine purchasing and storage

6.0 **Spirits and cordials**
   6.1 Types of spirits
   6.2 Types of cordials
   6.3 Classifications and pairings
7.0 Beer
   7.1 Origins and productions
   7.2 Beer types
   7.3 Packaging and pasteurization
   7.4 Storage, handling and storage

8.0 Bar management
   8.1 Training and staffing
   8.2 Control and licensing
   8.3 Governmental compliance
   8.4 Costing, pricing and control
   8.5 Theft deterrents
   8.6 Profit pouring

9.0 Legal factors in beverage service
   9.1 Development of liquor laws
   9.2 Prohibition
   9.3 Liquor liability and dram shop laws
   9.4 The law and the customer
   9.5 The law and the employee
   9.6 State certification exam for alcohol service

VII. Suggested Text:

VIII. Bibliography:


*Classic texts*

**IX. Instructional Goals, Student Learning Outcomes, and Assessment Measures:**

**A. Instructional Goal:**
Prepare student for beverage management to include the liabilities of alcohol service, bar set up and maintenance, wine, beer and spirit fundamentals and customer/employee interactions

**B. Student Learning Outcomes/Assessment Measures:**

<table>
<thead>
<tr>
<th>Student will:</th>
<th>Assessment Measures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review planning and development of successful bar operations</td>
<td>Discussion and quiz</td>
</tr>
<tr>
<td>Identify and understand the basic components of bar service equipment and glassware</td>
<td>Discussion and quiz</td>
</tr>
<tr>
<td>Describe the fundamentals of wine types, origins, productions and classifications</td>
<td>Discussion and quiz</td>
</tr>
<tr>
<td>Describe spirits, cordials and beer and their origins and production methods</td>
<td>Discussion and quiz</td>
</tr>
<tr>
<td>Review legal factors in alcohol service, costing, pricing and control</td>
<td>Discussion and quiz</td>
</tr>
<tr>
<td>Develop a wine and beer list for a food service operation</td>
<td>Project Term paper</td>
</tr>
</tbody>
</table>
### Course Action Request

**University of Alaska Anchorage**

Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>CT CTC</td>
<td>ACAH Div of Culinary Arts Hosp</td>
<td>Culinary Arts</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA</td>
<td>A295</td>
<td>CA A295C</td>
<td>3.0</td>
<td>(1+15)</td>
</tr>
</tbody>
</table>

6. Complete Course Title

**Foodservice Internship**

Abbreviated Title for Transcript (30 character)

<table>
<thead>
<tr>
<th>7. Type of Course</th>
<th>8. Type of Action:</th>
<th>9. Repeat Status No</th>
<th>10. Grading Basis</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Add</td>
<td># of Repeats</td>
<td>A-F</td>
</tr>
<tr>
<td></td>
<td>Change</td>
<td>Max Credits</td>
<td>P/NP</td>
</tr>
<tr>
<td></td>
<td>Delete</td>
<td></td>
<td>NG</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>11. Implementation Date</th>
<th>12. Cross Listed with</th>
<th>Cross Listed Coordination Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>From: Fall / 2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td>To:   / 9999</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

13a. Impacted Courses or Programs:

Please type into fields provided in table. If more than three entries, submit a separate table. A template is available at [www.uaa.alaska.edu/governance](http://www.uaa.alaska.edu/governance).

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAS Culinary Arts</td>
<td>213</td>
<td>Jan. 20, 2012</td>
<td>Tim Doebler</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Initiator Name (typed): Naomi Everett

Initiator Signed Initials: _________ Date: ___________

13b. Coordination Email

submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

<table>
<thead>
<tr>
<th>13c. Coordination with Library Liaison</th>
<th>Date: Jan. 20, 2012</th>
</tr>
</thead>
</table>

14. General Education Requirement

Mark appropriate box:

- Oral Communication
- Written Communication
- Quantitative Skills
- Humanities
- Fine Arts
- Social Sciences
- Natural Sciences
- Integrative Capstone

15. Course Description

(suggested length 20 to 50 words)

Provides supervised workplace training in selected foodservice industry settings. Integrates knowledge and skills through work designed to meet student's individual competency needs and career objectives. Requires minimum of 225 hours at worksite plus 15 hours of consultation with faculty mentor.

16a. Course Prerequisite(s) (list prefix and number)

(CA A103 and CA A111) with minimum grade of C.

16b. Test Score(s)

N/A

16c. Co-requisite(s) (concurrent enrollment required)

N/A

16d. Other Restriction(s)

- College
- Major
- Class
- Level

16e. Registration Restriction(s) (non-codable)

Must be declared Culinary Arts Major.

17. Mark if course has fees

18. Mark if course is a selected topic course

19. Justification for Action

Periodic curriculum revision resulted in changes to course number, prerequisites, registration restrictions, suggested texts/bibliography, instructional goals/objectives and outcomes/assessment.

Initiator (faculty only):

Naomi Everett

Initiator (TYPE NAME)

[Approval/Disapproval]

Initiator (Department Chairperson)

[Approval/Disapproval]

Initiator (Curriculum Committee Chairperson)

[Approval/Disapproval]

Dean/Director of School/College

[Approval/Disapproval]

Undergraduate/Graduate Academic Board Chairperson

[Approval/Disapproval]

Provost or Designee

[Approval/Disapproval]

36
COURSE CONTENT GUIDE

Department: Culinary Arts & Hosp./Dietetics & Nutrition
Date: January 20, 2012
Course Number: CA A295
Course Title: Foodservice Internship
Credits: 3.0

I. Course Description:
Provides supervised workplace training in selected foodservice industry settings. Integrates knowledge and skills through work designed to meet student's individual competency needs and career objectives. Requires minimum of 225 hours at worksite plus 15 hours of consultation with faculty mentor.

II. Course Design:
a. Elective course designed for students in the Culinary Arts major.
b. 3.0 credits.
c. Total student time: 15 hours faculty consultation + 225 hours at worksite.
d. Elective for AAS in Culinary Arts.
e. No lab fees are assessed for this course.
f. Course may be taught in any timeframe but not less than six weeks.
g. This is a revised course.
h. UAA Listserv and extended sites.
i. Course level justification: Student will apply culinary arts knowledge and skills to real work environment. Student will practice learned skills, operate equipment, solve real work problems, assess root causes of process or product failures and may improve existing processes.

III. Course Activities:
Includes hands-on experiences and training on-the-job at a foodservice establishment supplemented by consultation with faculty mentor.

IV. Course Prerequisite:
(CA A103 and CA A111) with minimum grade of C.

Registration restriction: Must be a declared Culinary Arts Major.
V. Course Evaluation:
Course will be graded A-F

VI. Course Outline:
1.0 Safety

2.0 Utilize technical skills appropriate for varied work situations
   2.1 Utilize necessary computer skills for job functions
   2.2 Use process analysis to assess work challenges

3.0 Maintain internship journal
   3.1 Develop individual learning outcomes
   3.2 Note work experiences and challenges
   3.3 Log work hours
   3.4 Suggest process improvement or situational resolutions
   3.5 Review journal weekly with faculty mentor

4.0 Participate in weekly consultation with faulty mentor
   4.1 Discuss worksite learning experiences
   4.2 Discuss process improvements or situational resolutions

VII. Suggested Text:

VIII. Bibliography:


IX. Instructional Goals, Student Learning Outcomes, and Assessment Measures:

A. Instructional Goal:
Expose student intern to work situations in the Foodservice/Hospitality industry. Mentor student intern and assist him/her with integration of knowledge and skills learned through work intended to meet intern’s individual competency needs and career objectives.
### B. Student Learning Outcomes/Assessment Measures:

<table>
<thead>
<tr>
<th>Student will:</th>
<th>Assessment Measures:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self-determine, with faculty mentor consultation, 3-5 learning objectives to</td>
<td>Discussion with faculty mentor</td>
</tr>
<tr>
<td>be accomplished through internship work experience</td>
<td>Work journal</td>
</tr>
<tr>
<td>Self-evaluate performance compared to learning objectives</td>
<td>Discussion with faculty mentor</td>
</tr>
<tr>
<td></td>
<td>Self-Evaluation I</td>
</tr>
<tr>
<td></td>
<td>Self-Evaluation II</td>
</tr>
<tr>
<td></td>
<td>Employer Evaluation I</td>
</tr>
<tr>
<td></td>
<td>Employer Evaluation II</td>
</tr>
<tr>
<td>Accumulate 225 actual work hours at internship site</td>
<td>Work journal</td>
</tr>
</tbody>
</table>
1a. School or College  
CT CTC  

1b. Division  
ACAH Div of Culinary Arts Hosp  

1c. Department  
Culinary Arts & Hospitality/Dietetics and Nutrition  

2. Complete Program Title/Prefix  
AAS Culinary Arts  

3. Type of Program  
Choose one from the appropriate drop down menu:  
Undergraduate: or Graduate:  
Associate of Applied Science  
CHOOSE ONE  

4. Type of Action:  
- PROGRAM  
  - Add  
  - Change  
  - Delete  
- PREFIX  
  - Add  
  - Change  
  - Inactivate  

5. Implementation Date (semester/year)  
From: FALL/2013  
To: 9999  

6a. Coordination with Affected Units  
Department, School, or College: CTC  
Initiator Name (typed): Amy Green  
Initiator Signed Initials: _________  Date:________________  

6b. Coordination Email submitted to Faculty Listserv (uua-faculty@lists.uaa.alaska.edu)  
Date: Jan. 20, 2012  

6c. Coordination with Library Liaison  
Date: Jan. 20, 2012  

7. Title and Program Description - Please attach the following:  
- Cover Memo  
- Catalog Copy in Word using the track changes function  

8. Justification for Action  
Changes update catalog copy and make it current  

- Initiator (faculty only)  
  Amy Green  
  Initiator (TYPE NAME)  
  Date  
  Approved  
  Disapproved  

- Dean/Director of School/College  
  Date  
  Approved  
  Disapproved  

- Undergraduate/Graduate Academic Board Chairperson  
  Date  
  Approved  
  Disapproved  

- Provost or Designee  
  Date  
  Approved  
  Disapproved
1a. School or College
   CT CTC

1b. Division
   ACAH Div of Culinary Arts Hosp

1c. Department
   Culinary Arts and Hospitality/Dietetics & Nutrition

2. Complete Program Title/Prefix
   BA Hospitality Restaurant Management

3. Type of Program
   Choose one from the appropriate drop down menu:
   Undergraduate: or Graduate:
   Bachelor of Arts

4. Type of Action:
   PROGRAM
   PREFIX
   □ Add
   □ Add
   □ Change
   □ Change
   □ Delete
   □ Inactivate

5. Implementation Date (semester/year)
   From: FALL/2013   To: 9999

6a. Coordination with Affected Units
   Department, School, or College: CTC
   Initiator Name (typed): AG
   Initiator Signed Initials: _________  Date:________________

6b. Coordination Email submitted to Faculty Listserv (uaa-faculty@lists.uaa.alaska.edu)
   Date: Jan. 20, 2012

6c. Coordination with Library Liaison
   Date: Jan. 20, 2012

7. Title and Program Description - Please attach the following:
   □ Cover Memo
   □ Catalog Copy in Word using the track changes function

8. Justification for Action
   Changes update catalog copy and make it current

   Initiator (faculty only)
   Amy Green
   Initiator (TYPE NAME)
   Date

   □ Approved
   □ Disapproved
   Dean/Director of School/College
   Date

   □ Approved
   □ Disapproved
   Undergraduate/Graduate Academic
   Date

   □ Approved
   □ Disapproved
   Board Chairperson
   Date

   □ Approved
   □ Disapproved
   Provost or Designee
   Date

   □ Approved
   □ Disapproved
   Department Chairperson
   Date

   □ Approved
   □ Disapproved
   Curriculum Committee Chairperson
   Date
CULINARY ARTS

Lucy Cuddy Hall (CUDY), Room 126, (907) 786-1487
www.uaa.alaska.edu/ctc/culinary

The Culinary Arts and Hospitality Division offers two degrees: an Associate of Applied Science (AAS) degree in Culinary Arts, and a Bachelor of Arts degree in Hospitality and Restaurant Management (BA).

The Culinary Arts and Hospitality and Restaurant Management programs provide students the opportunity to acquire the culinary skills, management skills, and hospitality finesse needed to develop a career in the expanding hospitality and foodservice industry. An array of career possibilities is available to graduates in the areas of culinary production and professional management in restaurants, clubs, bakeries, hotels, hospitals, camps, catering facilities, institutions, tourism, and other related operations.

The AAS degree generally takes five semesters of full-time study to complete (12-15 credits per semester). With additional culinary electives, students may focus their studies in culinary/bakery, management, or hospitality. Through a study abroad agreement, students have the option of studying abroad for one semester at the prestigious Italian Culinary Institute of Florence (APICIUS).

The bachelor’s degree generally takes four to five years of study to complete. In addition to general education requirements, students will complete a culinary core, a business core, and then have the option to complete an emphasis study core in hospitality, hotel, restaurant management, convention and catering management, or tourism at the University of Nevada Las Vegas (UNLV), or Northern Arizona University (NAU). Or, students may complete a nutrition emphasis study core at UAA. The study cores at either UNLV or NAU require two semesters to complete; students have the option of attending UNLV or NAU, or may complete the coursework via distance delivery. Please note that students may have to pay nonresident tuition for out-of-state study if they do not apply for National Student Exchange (NSE).

The capstone experience for the bachelor’s degree is a 600-hour internship offered through UAA and designed to provide direct hands-on hotel and restaurant operations management experience during the fourth or fifth year. Arranged by the department, internships are paid work experiences at an approved site.

Associate of Applied Science, Culinary Arts

The Culinary Arts program produces graduates who are not just prepared for entry-level work positions in the rapidly expanding and varied foodservice, hospitality and tourism industry, but also graduates who can quickly advance in career opportunities because of their formal training and education.

Program Outcomes

Graduates are able to:

1. Apply theories and concepts of baking and implement techniques to operate or function in a commercial bakery.
2. Apply theories and concepts of cooking and implement techniques to operate or function in a commercial kitchen.
3. Identify sanitation and safety codes and procedures necessary to maintain a safe foodservice facility.
4. Analyze food cost and implement necessary controls to maintain costs and ensure profitability.
5. Demonstrate the ability to use human resource management and facility operation management concepts to ensure safety, customer service and profitability.

Admission Requirements

1. Satisfy the Admission to Associate’s Degree Programs Requirements in Chapter 7, Academic Standards and Regulations.
Advising
1. Call the Culinary Arts department at (907) 786-1487 for an appointment with a faculty advisor to plan a personal program of study.

Academic Progress Requirements

Core Requirements
Full-time and part-time students must successfully complete the 12-credit core curriculum as a prerequisite to enrolling in culinary and bakery skill development laboratory courses. The core consists of the following courses:

- CA A101 The Hospitality Industry: Careers, Trends and Practices 2
- CA A104 Sanitation 2
- CA A107 Cost Control 3
- CA A103 Quantity Food Purchasing 2
- DN A101 Principles of Nutrition 3

Note: ENGL A111 and MATH A055 with a minimum grade of C are prerequisites and must be completed before enrolling in the above Culinary Arts courses. Appropriate SAT, ACT or UAA-approved Math Placement Test scores may be used in lieu of MATH A055. Also each of the above Culinary Arts courses must be completed with a grade of C or higher before student can enroll in Major Requirement Courses.

General University Requirements
Complete the General University Requirements for Associate of Applied Science Degrees located at the beginning of this chapter.

General Course Requirements
Complete the Associate of Applied Science General Course Requirements (15 credits) located at the beginning of this chapter.

Major Requirements

1. Complete the following required courses: 24
   - CA A103 Culinary Skill Development Laboratory 4
   - CA A111 Bakery Skill Development Laboratory 4
   - CA A201 A la Carte Kitchen 4
   - CA A202 Advanced Bakery 4
   - CA A223 Catering Management 2
   - CA A224 Hospitality Service 3
   - CA A230 Foodservice Management 3

2. Complete a minimum of 9 credits from the Elective Area: 9
   - ACCT Electives (12)
   - ART Electives (9)
   - BA Electives (15)
   - CA A114 Beverage Management (3)
   - CA A225 Hospitality Concept Design (3)
   - CA A295 Foodservice Internship (3)
   - DN A151 Nutrition Through the Life Cycle (3)
Note: Other APICIUS (Study Abroad), Accounting, Business, Culinary Arts or Nutrition courses may be considered for credit in the elective area by academic petition. See program academic advisor for prior approval.

3. A total of 60 credits is required for the degree.

**Bachelor of Arts, Hospitality and Restaurant Management**

The Hospitality and Restaurant Management program produces graduates who are not only prepared for entry-level work positions in the rapidly expanding and varied foodservice, hospitality and tourism industry, but also who can confidently advance to middle- and upper-level management opportunities because of their formal training and education.

**Program Outcomes**

Graduates are able to:

1. Apply theories and concepts of baking and cooking and implement necessary techniques to operate or function in a commercial kitchen and bakery.
2. Demonstrate ability to practice concepts of customer service and operate front desk operations for lodging venues.
3. Analyze the food, beverage and lodging cost-control cycle and accounting practices, and implement controls to maintain costs and ensure profitability.
4. Demonstrate the ability to implement sales, marketing and promotion, and utilize resources to develop and implement marketing plans for foodservice, lodging, and tourism venues.
5. Discuss the importance of the manager’s role and ethics associated with executive management and how they lead and inspire staff to achieve mission and goals.
6. Identify health, building, and fire codes and implement requirements to maintain a safe hospitality environment.

**Admission Requirements**

1. Complete the Admission to Baccalaureate Programs Requirements in Chapter 7, Academic Standards and Regulations.

**Advising**

Call the Culinary Arts and Hospitality Department at (907) 786-1487 for an appointment with a faculty advisor to plan a personal program of study.

**Degree Requirements**

1. Complete the General University Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
2. Complete the General Education Requirements for Baccalaureate Degrees listed at the beginning of this chapter.
3. Students are highly encouraged to coordinate their course selection with the program academic advisor. Some courses that may fulfill General Education Requirements and baccalaureate requirements are prerequisites to required business core courses.
4. A minimum of 3 credits of General Education Requirements must be at the 300- or 400-level to meet the upper division credit requirements for this degree.
5. Complete the Culinary Core, Business Core and one of the three emphasis study core options listed below.

**Major Requirements**

1. **Culinary Core**

   Complete all of the following courses (27 credits):

   - CA A101 Hospitality industry: Careers, Trends, and Practices 2
   - CA A103 Culinary Skill Development Laboratory 4
   - CA A104 Sanitation 2
2. **Business Core**

   Complete all of the following courses (30 credits):
   - ACCT 201 Principles of Financial Accounting 3
   - ACCT 202 Principles of Managerial Accounting 3
   - BA 300 Organizational Theory and Behavior 3
   - BA 343 Principles of Marketing 3
   - BA 361 Human Resource Management 3
   - BA 381 Consumer Behavior 3
   - BA 463 Promotion Management 3
   - BA 488 Environment of Business 3
   - CIS 210 Computer Concepts in Business 3
   - STAT 252 Elementary Statistics 3

   *Note: To meet prerequisites, these courses must be taken in a certain sequence. You are encouraged to plan your course schedule with the program advisor.*

3. **There are three emphasis study core options in this degree program. In addition to General Education Requirements, students will complete a culinary core, a business core and then have the option to complete an emphasis study core in hospitality, hotel, restaurant management, convention and catering management or tourism at the Northern Arizona University (NAU) or University of Nevada Las Vegas (UNLV). Or, students may complete a nutrition emphasis study core at UAA. The emphasis study cores require two semesters to complete.**

   Students who wish to attend NAU or UNLV are highly encouraged to apply for National Student Exchange as this greatly minimizes the amount of out-of-state tuition paid. Students must have a 2.50 minimum GPA to meet NSE eligibility requirements.

   *Special note: It is possible to complete NAU or UNLV coursework via distance delivery. This requires special coordination with the UAA program academic advisor.*

   Also, due to course scheduling at NAU or UNLV, certain courses may not be available while the student is on exchange. Other 300/400-level hotel, restaurant, tourism management courses may be considered for substitution with prior approval from the UAA program academic advisor.

4. **Northern Arizona University (NAU) Hospitality Core (24 credits):**
   a. Complete the following:
      - HA 335 Hospitality Law 3
      - HA 345 Human Resource Management 3
      - HA 355 Food and Beverage Cost Control 3
      - HA 400 Hospitality Sales Management 3
      - HA 400C Senior Seminar 3
         (last semester at NAU)
   b. Additionally, complete three elective courses at the 300/400 level in the area of Hotel/Restaurant Management, Catering/Convention Management, Tourism Management, Sustainable Tourism, or Outdoor Wilderness Recreation Tourism.
II. University of Nevada Las Vegas (UNLV) Hospitality Core (24 credits):

a. Complete the following:

- HMD 114 Lodging Operations 3
- HMD 202 Exec. Planning/Housekeeping Operations 3
- HMD 395 Facilities Management 3
- HMD 401 Hotel Law 3
- HMD 410 Hospitality Security/Preservation of Assets 3

b. Additionally, complete four elective courses at the 300/400 level in the area of Hotel/Restaurant Management, Catering/Convention Management, Tourism Management, Sustainable Tourism, or Outdoor Wilderness Recreation Tourism.

III. University of Alaska Anchorage Nutrition Core (27 credits):

a. Complete the following:

- DN A151 Nutrition Through the Life Cycle 3
- DN A203 Nutrition for the Health Sciences 3
- DNA 255 Concepts of Healthy Food 3
- DN A315 World Food Patterns 3
- DN A350 Foodservice Systems and Quantity Foods 3
- DN A355 Weight Management and Eating Disorders 3
- DN A407 Preventative and Therapeutic Nutrition 3
- DN A415 Community Nutrition 3
- BA Elective 300 level or higher 3

Note: Much of Nutrition Core can be completed online through UAA.

4. Internship Requirement

- CA A495 Hospitality Internship 6

5. With the NAU/UNLV emphasis areas a minimum of 121 credits is required for the degree of which 42 must be upper division. Of those 42 upper division credits a total of 24 must be completed in residence at UAA. With the UAA/Nutrition Emphasis a minimum of 124 credits is required for the degree of which 42 must be upper division.

FACULTY

Timothy Doebler, Associate Professor/Director, tndoebler@uaa.alaska.edu
Anne Bridges, Professor, abridges2@uaa.alaska.edu
Carrie King, Term Associate Professor, cdking@uaa.alaska.edu
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Naomi Everett, Assistant Professor, neverett@uaa.alaska.edu
CULINARY ARTS

Lucy Cuddy Hall (CUDY), Room 126, (907) 265-2228 786-1487
www.uaa.alaska.edu/ctc/culinary

The Culinary Arts and Hospitality Division offers two degrees: an Associate of Applied Science (AAS) degree in Culinary Arts, and a Bachelor of Arts degree in Hospitality and Restaurant Management (BA).

Persons employed in the foodservice industry who wish to update skills and knowledge may take culinary courses for professional development. Students are strongly encouraged to contact a faculty advisor about prerequisites and other lab or course requirements.

The Culinary Arts and Hospitality and Restaurant Management programs provide students the opportunity to acquire the culinary skills, management skills, and hospitality finesse needed to develop a career in the expanding hospitality and foodservice industry. An array of career possibilities is available to graduates in the areas of culinary production and professional management in restaurants, clubs, bakeries, hotels, hospitals, camps, catering facilities, institutions, tourism, and other related operations.

The AAS degree generally takes two to five semesters of full-time study to complete (12-15 credits per semester). With additional culinary electives, students may focus their studies in culinary/bakery, management, or hospitality. In the third or fourth semester, the capstone experience for the AAS degree is a 225-hour internship designed to provide direct hands-on advanced culinary experience. Arranged by the department, culinary internships are unpaid work experience at an approved foodservice site. Through a study abroad agreement, students have the option of studying abroad for one semester at the prestigious Italian Culinary Institute of Florence (APICUS).

The bachelor’s degree generally takes four to five years of study to complete. In addition to general education requirements, students will complete a culinary core, a business core, and then have the option to complete an emphasis study core in hospitality, hotel, restaurant management, convention and catering management, or tourism at the University of Nevada Las Vegas (UNLV), or Northern Arizona University (NAU). Or, students may complete a nutrition emphasis study core at UAA. The study cores at either UNLV or NAU require two semesters to complete; students have the option of attending UNLV or NAU or may complete the coursework via distance delivered courses delivery. Please note that students may have to pay nonresident tuition for out-of-state study if they do not apply for National Student Exchange (NSE).

The capstone experience for the bachelor’s degree is a 600-hour Alaska internship offered through UAA and designed to provide direct hands-on hotel and restaurant operations management experience during the fourth or fifth year. Arranged by the department, internships are paid work experiences at an approved site.

To help students move efficiently through the program, the department requires specific admissions and advising procedures outlined below. An approved placement test is required for admission and, while not used for placement, is used to advise students of potential difficulties in selected courses.

With application to the program, students upon a personal portfolio used to monitor and track student progress and house transcript, resume, letters of reference, certificates of completion, scholarship information, evidence of computer competency, internship and job placement, and any other related career planning or placement materials. Students may use their portfolios to apply for scholarships, jobs, or for other personal or professional development.

Associate of Applied Science, Culinary Arts

The Culinary Arts program produces graduates who are not just prepared for entry-level work positions in the rapidly expanding and varied foodservice, hospitality and tourism industry, but also graduates who can quickly advance in career opportunities because of their formal training and education.
Program Outcomes

At the completion of this program, students Graduates are able to:

1. Apply theories and concepts of baking and implement techniques to operate or function in a commercial bakery.
2. Apply theories and concepts of cooking and implement techniques to operate or function in a commercial kitchen.
3. Identify sanitation and safety codes and procedures necessary to maintain a safe foodservice facility.
4. Analyze food cost and implement necessary controls to maintain costs and ensure profitability.
5. Demonstrate the ability to use human resource management and facility operation management concepts to ensure safety, customer service and profitability.

Admission Requirements

1. Satisfy the Admission to Associate’s Degree Programs Requirements in Chapter 7, Academic Standards and Regulations.

2. Request an admission and advising packet. Complete and return the application form to the department. This form opens an individual student portfolio, which is used to advise and counsel students throughout their program of study and to contain important career planning and placement materials.

Advising

1. Call the Culinary Arts department at (907) 286-1428, 786-1487 for an appointment with a faculty advisor to plan a personal program of study.

2. Contact Advising and Testing (786-4500) to take a UAA-approved placement test of mathematics, reading, and writing skills. Place a copy of the results in the department portfolio. SAT, ACT and other postsecondary transcripts may also be submitted to the department. These records will be used for advising only.

Academic Progress Requirements

Core Requirements

Full-time and part-time students must successfully complete the 12-credit core curriculum as a prerequisite to enrolling in culinary and bakery skill development laboratory courses. The core consists of the following courses (note: each course must be completed with a grade of C or higher):

- CA A101 The Hospitality Industry: Careers, Trends and Practices 2
- CA A104 Sanitation 2
- CA A107 Cost Control 3
- CA A103 Quantity Food Purchasing 2
- DN A101 Principles of Nutrition 3

Note: ENGL A111 and MATH A055 with a minimum grade of C are prerequisites and must be completed before enrolling in the above Culinary Arts courses. Appropriate SAT, ACT or UAA-approved Math Placement Test scores may also be used in lieu of MATH A055. Also of the above Culinary Arts courses must be completed with a grade of C or higher before student can enroll in Major Requirement Courses.

General University Requirements

Complete the General University Requirements for Associate of Applied Science Degrees located at the beginning of this chapter.

General Course Requirements

Complete the Associate of Applied Science General Course Requirements (15 credits) located at the beginning of this chapter.
Major Requirements

1. Complete the following required courses: 24
   - CA A103103 Culinary Skill Development Laboratory 4
   - CA A111 Bakery Skill Development Laboratory 4
   - CA A201 A la Carte Kitchen 4
   - CA A202 Advanced Bakery 4
   - CA A223 Catering Management 2
   - CA A224 Hospitality Service 3
   - CA A230 Foodservice Management 3

2. Complete a minimum of 9 credits from the following Elective Area: 9
   - ACCT Electives (12)
   - ART Electives (9)
   - BA Electives (15)
   - CA A114 Beverages Management (3)
   - CA A225 Hospitality Concept Design (3)
   - CA A295C Foodservice Internship (3)
   - DN A151 Nutrition Through the Life Cycle (3)
   - DN A260 Food Science (3)

Note: Other nutrition, culinary arts, or business courses may be considered for credit in the elective area by petition. See your program academic advisor.

Note: Other APICUS (Study Abroad), Accounting, Business, Culinary Arts or Nutrition courses may be considered for credit in the elective area by academic petition. See program academic advisor for prior approval.

3. A total of 60 credits is required for the degree.

Bachelor of Arts, Hospitality and Restaurant Management

The Hospitality and Restaurant Management program produces graduates who are not only prepared for entry-level work positions in the rapidly expanding and varied foodservice, hospitality and tourism industry, but also who can confidently advance to middle- and upper-level management opportunities because of their formal training and education.

Program Outcomes

At the completion of the program, students Graduates are able to:

1. Apply theories and concepts of baking and cooking and implement necessary techniques to operate or function in a commercial kitchen and bakery.
2. Demonstrate ability to practice concepts of customer service and operate front desk operations for lodging venues.
3. Analyze the food, beverage and lodging cost-control cycle and accounting practices, and implement controls to maintain costs and ensure profitability.
4. Demonstrate the ability to implement sales, marketing and promotion, and utilize resources to develop and implement marketing plans for foodservice, lodging, and tourism venues.
5. Discuss the importance of the manager’s role and ethics associated with executive management and how they lead and inspire staff to achieve mission and goals.
6. Identify health, building, and fire codes and implement requirements to maintain a safe hospitality environment.
Admission Requirements

1. Complete the Admission to Baccalaureate Programs Requirements in Chapter 7, Academic Standards and Regulations.

2. Request an admission and advising packet. Complete and return the application form to the department. This form opens an individual student portfolio which is used to advise students throughout their program of study and to contain important career planning and placement materials.

Advising

Call the Culinary Arts and Hospitality Department at (907) 265-4228, 786-1457 for an appointment with a faculty advisor to plan a personal program of study.

Contact Advising and Testing (786–4500) to take a UAA-approved placement test of mathematics, reading and writing skills. Place a copy of the results in the department portfolio. SAT, ACT and other postsecondary transcripts may also be submitted to the department. These records will be used for advising only.

Degree Requirements

1. Complete the General University Requirements for Baccalaureate Degrees listed at the beginning of this chapter.

2. Complete the General Education Requirements for Baccalaureate Degrees listed at the beginning of this chapter.

3. Students are highly encouraged to coordinate their course selection with the program academic advisor. Some courses that may fulfill General Education Requirements and baccalaureate requirements are prerequisites to required business core courses. To avoid taking additional courses later, it is highly recommended students complete ECON A201 and ECON A202.

4. A minimum of 3 credits of General Education Requirements must be at the 300- or 400-level to meet the upper division credit requirements for this degree.

5. Complete the Culinary Core, Business Core and one of the three emphasis study core options listed below.

Major Requirements

1. Culinary Core

   Complete all of the following courses (24–27 credits):
   
   - CA A101 Hospitality Industry: Careers, Trends, and Practices 2
   - CA A103 Culinary Skill Development Laboratory 4
   - CA A104 Sanitation 2
   - CA A107 Cost Control 3
   - CA A110 Quantity Food Purchasing 2
   - CA A111 Bakery Skill Development Laboratory 4
   - CA A201 A la Carte Kitchen 4
   - CA A207 Advanced Bakery 4
   - CA A224 Hospitality Service 3
   - CA A225 Hospitality Concept Design 3

2. Business Core

   Complete all of the following courses (30 credits):
   
   - ACCT A201 Principles of Financial Accounting 3
   - ACCT A202 Principles of Managerial Accounting 3
   - BA A300 Organizational Theory and Behavior 3
   - BA A343 Principles of Marketing 3
   - BA A361 Human Resource Management 3
   - BA A381 Consumer Behavior 3
3. **There are three emphasis study core options in this degree program. In addition to General Education Requirements, students will complete a culinary core, a business core and then have the option to complete an emphasis study core in hospitality, hotel, restaurant management, convention and catering management or tourism at the Northern Arizona University (NAU) or University of Nevada Las Vegas (UNLV). Or, students may complete a nutrition emphasis study core at UAA. The emphasis study cores require two semesters to complete.**

Students who wish to attend NAU or UNLV are highly encouraged to apply for National Student Exchange as this greatly minimizes the amount of out-of-state tuition paid. Students **must** have a 2.50 minimum GPA to meet NSE eligibility requirements.

Special note: It is possible to complete NAU or UNLV coursework via distance delivery. This requires special coordination with the UAA program academic advisor.

Also, due to course scheduling at NAU or UNLV, certain courses may not be available while the student is on exchange. Other 300/400-level hotel, restaurant, tourism management courses may be considered for substitution with prior approval from the UAA program academic advisor.

### I. Northern Arizona University (NAU) Hospitality Core (24 credits):

a. Complete the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>HA 335</td>
<td>Hospitality Law</td>
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<td>HA 345</td>
<td>Human Resource Management</td>
<td>3</td>
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<td>HA 355</td>
<td>Food and Beverage Cost Control</td>
<td>3</td>
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<tr>
<td>HA 400</td>
<td>Hospitality Sales Management</td>
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</tr>
<tr>
<td>HA 490C</td>
<td>Senior Seminar</td>
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</table>

(b) Additionally, complete three elective courses from the following: at the 300/400 level in the area of Hotel/Restaurant Management, Catering/Convention Management, Tourism Management, Sustainable Tourism, or Outdoor Wilderness Recreation Tourism.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HA 310</td>
<td>Beverage and Bar Operations (3)</td>
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<tr>
<td>HA 301</td>
<td>International Hospitality Operations</td>
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<tr>
<td>HA 401</td>
<td>Resort Management (spring, fall) (3)</td>
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<tr>
<td>HA 435</td>
<td>Hospitality Litigation (fall, spring) (3)</td>
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<tr>
<td>HA 412</td>
<td>Advanced Food &amp; Beverage Management (3)</td>
<td></td>
</tr>
<tr>
<td>HA 477</td>
<td>Casino Management (fall) (3)</td>
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</tr>
</tbody>
</table>

### II. University of Nevada Las Vegas (UNLV) Hospitality Core (24 credits):

a. Complete the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HMD 114</td>
<td>Lodging Operations</td>
<td>3</td>
</tr>
</tbody>
</table>
b. Additionally, complete four elective courses at the 300/400 level in the area of Hotel/Restaurant Management, Catering/Convention Management, Tourism Management, Sustainable Tourism, or Outdoor Wilderness Recreation Tourism.

TCA 379  Catering Sales and Operations  3
TCA 385  Convention Service Management  3
HMD or TCA Elective (300 level or higher)  3

III. University of Alaska Anchorage Nutrition Core (24-27 credits):

a. Complete the following:

DN A101  Principles of Nutrition (2)  3
DN A151  Nutrition Through the Life Cycle  3
DN A203  Nutrition for the Health Sciences (2)  3
DN A151  Nutrition Through the Life Cycle  3
DN A155  Survey of Alaska Native Nutrition (3)  3

or

DN A215  Sports Nutrition (2)  3
DNA 255  Concepts of Healthy Food  3
DN A203  Preventive and Therapeutic Nutrition  3

DN A315  World Food Patterns  3
DN A350  Foodservice Systems and Quantity Foods  3
DN A355  Weight Management and Eating Disorders  3
DN A407  Preventative and Therapeutic Nutrition  3
DN A415  Community Nutrition  3
BA Elective 300 level or higher  3

Note: Much of the Nutrition Core can be completed online through UAA.

4. Internship Requirement

CA A495  Hospitality Internship  6

5. A minimum of 125 credits is required for the degree of which 42 must be upper division. Of those 42 upper division credits, a total of 24 must be completed in residence at UAA.

5. With the NAU/UNLV emphasis areas a minimum of 121 credits is required for the degree of which 42 must be upper division. Of those 42 upper division credits, a total of 24 must be completed in residence at UAA. With the UAA/Nutrition Emphasis a minimum of 124 credits is required for the degree of which 42 must be upper division.

FACULTY

Timothy Doebler, Associate Professor/Director,  AFTWD@uaa.alaska.edu twdoebler@uaa.alaska.edu
A total of 40 credits is required for the degree.
**Course Action Request**

University of Alaska Anchorage

Proposal to Initiate, Add, Change, or Delete a Course

<table>
<thead>
<tr>
<th>1a. School or College</th>
<th>1b. Division</th>
<th>1c. Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>AS CAS</td>
<td>AHUM Division of Humanities</td>
<td>LANGUAGES</td>
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<table>
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<th>2. Course Prefix</th>
<th>3. Course Number</th>
<th>4. Previous Course Prefix &amp; Number</th>
<th>5a. Credits/CEUs</th>
<th>5b. Contact Hours (Lecture + Lab)</th>
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</thead>
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<tr>
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<td>A432</td>
<td>N/A</td>
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<td>(3+0)</td>
</tr>
</tbody>
</table>

6. Complete Course Title

Selected Topics: Studies in Hispanic Literature and Culture
ST: Hisp Lit & Culture
Abbreviated Title for Transcript (30 character)

### 7. Type of Course

- [X] Academic
- [ ] Preparatory/Development
- [ ] Non-credit
- [ ] CEU
- [ ] Professional Development

### 8. Type of Action:

- [ ] Add
- [X] Change
- [ ] Delete

If a change, mark appropriate boxes:
- [ ] Prefix
- [ ] Credits
- [X] Title
- [ ] Grading Basis
- [ ] Contact Hours
- [ ] Repeat Status
- [X] Course Description
- [ ] Cross-Listed/Stacked
- [ ] Test Score Prerequisites
- [ ] Course Prerequisites
- [ ] Co-requisites
- [ ] Other Restrictions
- [ ] Registration Restrictions
- [ ] Class
- [ ] Level
- [ ] College
- [ ] Major
- [X] Other Updating CCG (please specify)

### 9. Repeat Status

- Yes
- # of Repeats: 2
- Max Credits: 9

### 10. Grading Basis

- [X] A-F
- [ ] P/NP
- [ ] NG

### 11. Implementation Date

- From: Fall/2013
- To: 999/9999

### 12. Cross Listed with

- [ ] Stacked with

### 13a. Impacted Courses or Programs:

<table>
<thead>
<tr>
<th>Impacted Program/Course</th>
<th>Catalog Page(s) Impacted</th>
<th>Date of Coordination</th>
<th>Chair/Coordinator Contacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. BA, International Studies</td>
<td>111</td>
<td>11-07-12</td>
<td>Prof. Dorn Van Dommelen</td>
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<tr>
<td>2.</td>
<td></td>
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<tr>
<td>3.</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Initiator Name (typed): Francisco Miranda**

**Initiator Signed Initials:**

**Date:**

### 13b. Coordination Email

**Date:** 11-19-12

submitted to Faculty Listserv: (uaa-faculty@lists.uaa.alaska.edu)

### 13c. Coordination with Library Liaison

**Date:** 11-19-12

### 14. General Education Requirement

Mark appropriate box:
- [ ] Oral Communication
- [ ] Written Communication
- [ ] Quantitative Skills
- [ ] Humanities
- [ ] Fine Arts
- [ ] Social Sciences
- [ ] Natural Sciences
- [ ] Integrative Capstone

### 15. Course Description (suggested length 20 to 50 words)

Focuses on the intensive study of authors, literary movements, periods, and genres in their historical and cultural contexts. Enhances Spanish language skills in reading, listening, writing, speaking, and cultural literacy. Special Note: May be repeated twice for credit with a change in subtitle. Course conducted in Spanish.

### 16a. Course Prerequisite(s) (list prefix and number)

SPAN A302 with a minimum grade of C.

### 16b. Test Score(s)

### 16c. Co-requisite(s) (concurrent enrollment required)

### 16d. Other Restriction(s)

- [X] College
- [ ] Major
- [ ] Class
- [ ] Level

### 16e. Registration Restriction(s) (non-codable)

### 17. Mark if course has fees

### 18. Mark if course is a selected topic course

### 19. Justification for Action

Updating CCG to reflect new course description, prerequisites, instructional goals, student learning outcomes, and bibliography.

**Initiator (faculty only)**: Francisco Miranda

**Initiator Signed Initials:**

**Date:**

**Approved**

**Disapproved**

Dean/Director of School/College

**Date**

**Approved**

**Disapproved**

Undergraduate/Graduate Academic

**Date**

**Approved**

**Disapproved**

Board Chairperson

**Date**

**Approved**

**Disapproved**

Provost or Designee

**Date**
I. Initiation Date: November 5, 2012

II. Course Information:
A. College: College of Arts and Sciences
B. Course Title: Selected Topics: Studies in Literature and Culture
C. Course Subject/Number: SPAN A432
D. Credit Hours: 3.0
E. Contact Time: 3 + 0 hours per week
F. Grading Information: A-F
G. Course Description: Focuses on the intensive study of authors, literary movements, periods, and genres in their historical and cultural contexts. Enhances Spanish language skills in reading, listening, writing, speaking, and cultural literacy.
   Special Note: May be repeated twice for credit with a change in subtitle. Course conducted in Spanish.

H. Status of Course Relative to Degree or Certificate Programs:
   Course may be used as an elective to satisfy the upper-division component of a Spanish major or minor.

I. Course Attributes: Applies toward the upper-division requirement for Spanish majors and minors.

J. Lab Fees: Yes

K. Coordination: UAA Faculty List Serve

L. Course Prerequisite: SPAN A302 with a minimum grade of C.

M. Registration Restriction: None

III. Instructional Goals and Student Learning Outcomes:
A. Instructional Goals: The instructor will...
1 Conduct the class in Spanish, soliciting student collaboration via discussion of course material.
2 Present literary, historical, and cultural background relevant to the author, period, literary movement or genre selected as the focus of the course.
3 Introduce appropriate disciplinary approaches and terminology for the interpretation of the material selected as the focus of the course.
4 Guide students in critically analyzing and interpreting the reading material selected as the focus of the course.

B. **Student Learning Outcomes and Assessment Methods:** Upon successful completion of the course, students will be able to...

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Assessment Methods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demonstrate effective analytical writing skills in Spanish through the interpretation of the material studied in the course.</td>
<td>Papers</td>
</tr>
<tr>
<td></td>
<td>Research paper</td>
</tr>
<tr>
<td></td>
<td>Exams and quizzes</td>
</tr>
<tr>
<td>Demonstrate proper use of discipline-specific terminology when interpreting the material studied in the course.</td>
<td>Exams and quizzes</td>
</tr>
<tr>
<td></td>
<td>Class discussions</td>
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<tr>
<td></td>
<td>Papers</td>
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<tr>
<td></td>
<td>Research paper</td>
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<tr>
<td>Demonstrate enhancement and refinement of oral skills.</td>
<td>Class discussions</td>
</tr>
<tr>
<td></td>
<td>Class presentations</td>
</tr>
<tr>
<td>Demonstrate appropriate understanding of literary, historical, and cultural background relevant to the author, period, literary movement or genre studied in the course.</td>
<td>Exams and quizzes</td>
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<td>Class discussions</td>
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<td></td>
<td>Research paper</td>
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<td></td>
<td>Class presentations</td>
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</tbody>
</table>

IV. **Course Activities:**
This course reflects a balance of learner-centered, small-group collaboration as well as instructor-delivered lesson format based on extensive reading assignments from authentic Hispanic literature and/or cultural artifacts.

V. **Course-level Justification:**
Course requires prior introduction to the formal study of college Spanish grammar at the upper-division level to ensure the success of the student, and builds upon the knowledge of fundamental concepts refined in Spanish A302.
VI. **Course Outline:**
The following outline focuses on Cervantes’ *Don Quijote* as one possible version of the course.

A. Introduction to Cervantes’ life and literary work  
B. Importance of *Don Quijote* in the Western literary tradition  
C. Imperial Spain in the XVI and XVII centuries  
D. The Spanish colonization of the New World and some of its more significant consequences in the XVI and XVII centuries  
E. The cultural accomplishments of the Spanish *Siglo de Oro*  
F. Reading and discussion of *Don Quijote*

VII. **Text**

VIII. **Bibliography**


*Classic text*