

COURSE SYLLABUS



COURSE TITLE: Math 037 Math for Professional Cook Program

CLASS SECTION: S02

TERM: Summer 2022

COURSE CREDITS: 0

DELIVERY METHOD(S): In Person

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.

INSTRUCTOR DETAILS

NAME: Amanda Allan

EMAIL: AllanA@camosun.ca

OFFICE: CBA 146

CLASS HOURS: Monday, Wednesday and Friday, 10:30 AM – 12:20 PM

CLASSROOM: CBA 117

OFFICE HOURS: Monday 3:30 – 5:00 PM in person (CBA 146)

Thursday 10:00 AM – 12:30 PM in person (CBA 146)

Online by appointment (see D2L or email for Zoom link)

In person office hours are drop in (no appointment necessary). For online office hours, please email me for an appointment. Evening appointments are available on Tuesdays & Thursdays for those with work/childcare commitments during the day.

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

Students in this course will complete a brief trades-oriented review of the basic computational and problem-solving skills required for further study in the Professional Cook Foundation Program. Topics: whole numbers, fractions, decimals, proportion, percentage.

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course a student will be able to:

- 1) Demonstrate knowledge and skills in using the principles and operations of foundational mathematics topics such as arithmetic and measurement.
- 2) Apply a variety of strategies in solving math-related problems
- 3) Apply knowledge and skills in foundational math topics to solve Culinary Arts related problems use knowledge of foundational math as a basis for further study in the Culinary Arts Program.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Required:

- Textbook *Math Principles for Food Service Occupations*, Anthony J. Strianese and Pamela P. Strianese, Sixth Edition, 2012
- *Unit R Arithmetic Review* booklet
- Scientific calculator

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

Self-paced Instructions

- (a) For each topic of the book listed below, study the explanations and examples, then work through and check your answers to as many exercise problems as you need to fully understand
- (b) Ask for help when you have difficulties, or when you don't understand something
- (c) Complete the Self-Tests for each topic and check your answers, then to prepare for the unit Final Test, complete the Review problems at the end of each unit
- (d) After clearing up any problems and correcting your errors, ask your instructor for authorization to write the unit Final Test
- (e) Review your Final Test results with the instructor, and proceed to the next unit if you score 75% or better, or rewrite the Final Test if you score less than 75%
- (f) Calculators may not be used on the Final Tests, unless approved by the instructor

MATH 037 Course Content		
	Arithmetic Review (no calculator)	Unit R Handout
Test 1	Place value	R.1
	Comparing numbers	R.2
	Rounding numbers	R.3
	Adding and subtracting whole numbers and decimals	R.4
	Multiplying whole numbers and decimals	R.5
	Dividing whole numbers and decimals	R.7
	Operations with fractions	R.9

	Equivalent fractions	R.10
	Adding and subtracting fractions	R.11
	Multiplying fractions	R.12
	Dividing fractions	R.13
	Converting fractions and decimals	R.14
	Estimation	R.15
	Summary and Review	
	Practice Test 1	
	Test 1 (no calculator)	
	<i>Review of Basic Math Fundamentals</i>	Strianese/Strianese Text: Math Principles for Food Service Occupations
Test 2	Using the Calculator	Chapter 1
	Numbers, Symbols of Operations, and the Mill	Chapter 2
	Addition, Subtraction, Multiplication, and Division	Chapter 3
	Fractions, Decimals, Ratios, and Percents	Chapter 4
	Summary and review	
	Practice Test 2	
	Test 2	
Test 3	<i>Weights and Measures and the Metric System</i>	
	Weights and Measures	Chapter 5
	Using the Metric System of Measure	Chapter 6
	Summary and review	
	Practice Test 3	
	Test 3	
Test 4	<i>Portion Control</i>	Chapter 7
	Summary and review	
	Practice Test 4	
	Test 4	
Test 5	<i>Converting Recipes, Yields, and Baking Formulas</i>	Chapter 8
	Summary and review	
	Practice Test 5	
	Test 5	
Test 6	Food, Recipe, and Labour Costing	Chapter 9
	Summary and review	
	Practice Test 6	
	Test 6	
Test 7	<i>Determining Cost Percentages and Pricing the Menu</i>	Chapter 10
	Summary and review	
	Practice Test 7	
	Test 7 test	
Test 8	Purchasing and Receiving	Chapter 12
	Summary and review	
	Practice Test 8	
	Test 8	
Test 9	<i>Daily Production Reports and Beverage Costs</i>	Chapter 13
	Summary and review	
	Practice Test 9	
	Test 9	
	Practice Final Exam	
	Final Exam	

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

The math 037 course has nine (9) unit tests worth 75% of final grade. There is also a final exam worth 25% of the final grade. Students must get a minimum of 75% on at least one test and on one exam. Students can rewrite a test, but all tests count toward final grade. The course grade is either COM (complete) or IP (in progress) or NC (not complete).

Note:

Students with a record of poor attendance OR poor progress may be restricted from re-registering in Academic and Career Foundations Department courses.

DESCRIPTION	WEIGHTING
Units 1 - 9	75%
Final Exam	25%
TOTAL	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.
<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

COURSE GUIDELINES & EXPECTATIONS

The course consists of 6 hours of class time and 4 hours of lab time per week. Lab time is generally spent in the Help Centre where instructional resources are available. Course completion time will vary for each student, depending on a number of factors, including your current level of math skills, motivation, learning rate, and how much time you have to study math, either at the college or at home. Students generally need to spend 5–15 hours of study time per week to complete each math course within a reasonable amount of time.

SCHOOL OR DEPARTMENTAL INFORMATION

Grading System – Competency-based <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>

COM complete IP in progress NC not complete

Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for information on conversion to final grades, and for additional information on student record and transcript notations.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid
Help Centres (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures"

(<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.