

COT R191G – General Cooperative Paid Work Experience

1-3 Units

Corequisites: Concurrent enrollment in at least one other course

Hours: 4 - 13 weekly

General Cooperative Paid Work Experience is for work training that is not necessarily directly related to the major. Each unit of credit requires 75 hours of paid employment during the semester. General Cooperative Paid Work Experience is available to all students, regardless of major or educational plans. Course may be taken four times. A maximum of 6 college units may be earned in General Cooperative Paid Work Experience. *Concurrent enrollment in at least one other course is required. Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU

COT R191V – Occupational Cooperative Paid Work Experience

1-4 Units

Prerequisites: Completion of or concurrent enrollment in one course in the discipline and instructor approval

Hours: 4 - 17 weekly

Cooperative Paid Work Experience-Occupational is for work training that is directly related to the major. Each unit of credit requires 75 hours of paid employment during the semester. Cooperative Work Experience-Occupational is available in all career programs (Addictive Disorders Studies, Administrative Assistant, Auto Body, Auto Technology, Business, Business Management, Child Development, Culinary Arts, Dental Assisting, Dental Hygiene, Environmental Control Technology, Engineering, Fire Technology, Office Technology, Paralegal Studies, Restaurant Management, and Television. *Offered on a Pass/No Pass (P/NP) basis only.*

Transfer credit: CSU

CULINARY ARTS AND RESTAURANT MANAGEMENT

The hospitality industry (hotel/travel/tourism/restaurant) continues to be one of the fastest growing in the state. World Travel and Tourism Council projects that the industry will grow at a level of 4.0% per year over the next ten years, creating an opportunity for every country in the world to be a part of this process and to share the benefits. The National Restaurant Association predicts that nearly half of consumers' food budget will be spent in restaurants. There is an immense need for knowledgeable managers who can master today's and tomorrow's technology, to include emphasis on "green", and meet the across-the-board need being driven by major hotel and restaurant chains as well as privately owned hotels, clubs, and restaurants.

For more information, contact:

Frank Haywood, fhaywood@vcccd.edu

or call (805) 986-5869

CAREER OPPORTUNITIES

A.S./Certificate Level

Baker	Line Cook
Restaurant Manager	Food Service Manager Trainee
Commercial-Recreation Management Trainee	

B.S. Level

Instructor	Club Manager
Restaurant Manager/Owner	

FACULTY

Full-Time

Frank Haywood

◆ CULINARY ARTS

Associate in Science Degree Certificate of Achievement

This program prepares students for entry-level positions as a culinarian, baker, or food service manager trainee. In these positions, employees are required to prepare menus, requisition supplies, supervise equipment, maintain varied records, and coordinate data with accountants and others in the organization.

REQUIRED COURSES:		UNITS
CRM R100	Introduction to the Hospitality Industry	3
CRM R102A	Quantity Food Preparation	7
CRM R102B	Food Preparation Management	4
CRM R102C	Catering Techniques	4
CRM R103A	Baking Techniques	6
CRM R104	Sanitation & Environmental Control	3
CRM R105	Gourmet Cooking & Garde Manger	4
CRM R106	Nutrition in Food Service	3
CRM R107	Dining Room Service	3½
TOTAL REQUIRED UNITS		37½

After completion of the following courses, students may apply and earn certification in each respective area awarded by the National Restaurant Association (NRA): CRM R100; CRM R104; CRM R106; CRM R107.

◆ RESTAURANT MANAGEMENT

Associate in Science Degree Certificate of Achievement

This program prepares students to obtain employment in the restaurant management field as food service unit managers, multi-unit managers, corporate executives, or corporate trainers. Career opportunities for trained personnel are almost limitless.

REQUIRED COURSES:		UNITS
CRM R100	Introduction to the Hospitality Industry	3
CRM R104	Sanitation & Environmental Control	3
CRM R106	Nutrition in Food Service	3
CRM R109	Management by Menu	3
CRM R110	Food and Beverage Cost Control	3
CRM R111	Food Purchasing and Receiving	3½
CRM R112	Food and Beverage Management	3
CRM R113	Bar and Beverage Management	3
CRM R114	Supervision in the Hospitality Industry	3
CRM R115	Marketing of Hospitality Services	3
CRM R116	Accounting for the Hospitality Industry	3

TAKE A MINIMUM OF TWO (2) CLASSES FROM THE FOLLOWING:

CRM R102A	Quantity Food Preparation	7
CRM R102B	Food Preparation Management	4
CRM R107	Dining Room Service	3½

TOTAL REQUIRED UNITS 41 - 44½

Recommended elective course for the Associate in Science Degree:

CAOT R122	Microsoft Office	3
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After completion of the following courses, students may apply and earn certification in each respective area awarded by the National Restaurant Association (NRA): CRM R100; CRM R104; CRM R106; CRM R107; CRM R110; CRM R111; CRM R112; CRM R113; CRM R114; CRM R115; CRM R116.

To complete the Certificate of Achievement, students must also meet requirements in scholarship and residency. Refer to Education Pathways - Earn a Certificate of Achievement section in this catalog for specific information.

To complete the Associate Degree, students must also meet requirements in general education, competency, units, scholarship, and residency. Refer to Education Pathways - Earn an Associate Degree and the A.A. or A.S. Degree in Specific Majors sections of this catalog.

PROGRAM STUDENT LEARNING OUTCOMES

Upon successful completion of the Culinary Arts and Restaurant Management program students will be able to:

- Be proficient at understanding the discipline's basic content, principles, methodologies and perspectives central to the foodservice industry. i.e. segments of the industry, safe food handling, and food preparation.
- Understand the basic procedures and communicating clearly, allows them to express originality, imagination and innovation, i.e. creating and producing pastry items.
- Be somewhat proficient in being able to identify major figures in history, "the great chefs" and their contribution to the industry.
- Demonstrate competencies the ability in operating, disassembling, assembling, and maintenance of foodservice equipment.
- Demonstrate leadership and social responsibility and judgment, i.e. learning how to manage people in an industry environment. This also gives students the skills for career advancement and self-improvement.
- Adept at applying quantitative reasoning to obtain objective solutions to equations, i.e. food costing, recipe conversion, and costing.
- Be capable of communicating clearly and effectively with Chefs and Managers through verbal and/or nonverbal messages. i.e. using terms related to the field.
- Be capable of applying critical thinking skills in reasoning and problem solving, i.e. read, analyze, and assemble a recipe.

◆ LEAD COOK

Proficiency Award

(Awarded by the Department)

The Lead Cook Program is an award that prepares students for lead cook positions in a restaurant or other hospitality property. Passage of the ServSafe Certification exam as well as the National Restaurant Association certification exam is required to earn this award.

REQUIRED COURSES:	UNITS
CRM R102A Quantity Food Preparation	7
CRM R104 Sanitation & Environmental Control	3

REQUIRED CERTIFICATIONS:

ServSafe Certification

National Restaurant Association Certification

TOTAL REQUIRED UNITS	10
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PROGRAM STUDENT LEARNING OUTCOMES

Upon successful completion of the Lead Cook Program students will be able to:

- Be proficient at understanding basic methodologies central to safe food handling.
- Be proficient in food preparation for large groups.
- Demonstrate competencies in the ability to operate, disassemble, assemble, and maintain food service equipment.

COURSE DESCRIPTIONS

CRM R100 – Introduction to the Hospitality Industry 3 Units

Hours: 3 lecture weekly

The course will provide an overview of the hospitality industry, its history and interrelationships of hotel, restaurant, travel, leisure industries, and introduce math concept applications in the culinary field. Students will also learn the importance of economic and social influences of leisure. Emphasis is on the attitude required of a person seeking a position in the industry. (Same as HM R100.) *Field trips may be required.*

Transfer credit: CSU

CRM R102A – Quantity Food Preparation 7 Units

Prerequisites: CRM R104 or concurrent enrollment

Limitations: A negative TB test is required.

Hours: 3 lecture, 12 lab weekly

This course provides the study and laboratory experience of quantity food preparation (i.e. school food service CRM kitchen). Students will receive an introduction and application of principles and procedures of basic food preparation with the emphasis on equipment tools and the proper utilization of time and use of leftovers. Student lab hours will be assigned at a four-hour orientation meeting before the beginning of the semester. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU

CRM R102B – Food Preparation Management 4 Units

Prerequisites: CRM R102A

Limitations: A negative TB test is required. Possession of ServSafe Certification or equivalent is required.

Hours: 2 lecture, 6 lab weekly

The course provides advanced study and laboratory experience of food preparation management for the continuing student. Students will apply advanced knowledge in: kitchen organization and supervision of food service workers emphasizing high production standards. Students will also learn recipe standardization, portion control, and food service sanitation. Students will receive experience in food service operations management. *Field trips may be required.*

Transfer credit: CSU

CRM R102C – Catering Techniques 4 Units

Prerequisites: CRM R102A

Limitations: A negative TB test is required; possession of ServSafe Certification or equivalent is required.

Hours: 2 lecture, 6 lab weekly

This course provides instruction in the performance of activities included in the supplying of food, beverage, and other organized food related services for social or special functions. This course may include on-premise and/or off-premise catering. *Field trips may be required.*

Transfer credit: CSU

CRM R102E – CRM Foods Laboratory 2 Units

Prerequisites: CRM R102A and CRM R104 or concurrent enrollment

Limitations: A negative TB test is required.

Hours: 6 lab weekly

This course provides supervised practice in the college-operated Food Service and CRM kitchen. Students will practice food preparation in areas: range, pantry, bakery, and short order. Kitchen maintenance and care stressed. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU

CRM R103A – Baking Techniques 6 Units

Prerequisites: CRM R102A

Limitations: A negative TB test is required. Possession of ServSafe Certification or equivalent is required.

Hours: 3 lecture, 9 lab weekly

This course provides instruction in the preparation and/or use of pastries, pies, fillings, milk, starches, and leavening agents. Rations and chemical reactions of ingredients are also stressed, as well as the effects of heat and refrigeration on products. Breads, rolls, Danish pastries, and puff pastries are demonstrated and practiced. After instruction, students calculate food cost and mark-up for retail sales of products. *Field trips may be required.*

Transfer credit: CSU

CRM R104 – Sanitation and Environmental Control 3 Units

Hours: 3 lecture weekly

Course covers the principles of food microbiology, important foodborne diseases, strands that are enforced by regulatory agencies, and applied measures for the prevention of food borne diseases and other microbiological problems. Students will be able to describe the Hazard Analysis Critical Control Point (HACCP) system, hazards, standards, and corrective actions are presented for important operations (i.e. cooking, cooling, hot holding, and reheating) that are critical control points for food safety. The course also covers current and valuable topics such as dealing with employees testing HIV positive, controlling pathogens that cause foodborne illness; and employee hazard communication programs, a "ServSafe" Certificate Course. *Field trips may be required.*

Transfer credit: CSU

CRM R105 – Gourmet Cooking & Garde Manger 4 Units

Prerequisites: CRM R102B

Limitations: A negative TB test is required. Possession of ServSafe Certification or equivalent is required.

Hours: 2 lecture, 6 lab weekly

This course will teach students special techniques and skills in quality sauté and flambé cooking. The course will also cover entrée cooking and specialty food items, cooking with wine and herbs, and preparation of exotic salads. Additional techniques will be taught on modern trends of "garde manger" (the art of decorating food for eye appeal) presentations showing the changing environment, updated concepts, and new ideas. *Field trips may be required.*

Transfer credit: CSU

CRM R106 – Nutrition in Food Service 3 Units

Hours: 3 lecture weekly

This course focuses on nutrition as it relates to personal health, foods and food preparation. Students will learn menu planning and recipe modification, and marketing of food products for use in hotels, restaurants, and institutions. Students will also complete the nutrition competencies required by the National Restaurant Association Educational Foundation. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU

CRM R107 – Dining Room Service 3½ Units

Prerequisites: CRM R100 and CRM R104 or concurrent

Limitations: A negative TB test is required.

Hours: 2 lecture, 4½ lab weekly

This course provides proper methods of service in all types of eating establishments from mom and pop operations to haute cuisine restaurants. A comprehensive presentation of what is needed to provide excellent service is also reviewed. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU

CRM R109 – Management by Menu 3 Units

Hours: 3 lecture weekly

This course will study menus as the central theme that controls or influences most foodservice functions, and examines basic principles of menu making, including all phases of menu planning, for today's trends. Students will also study ways to control costs and create interesting menus for different types of establishments in the hospitality industry. *Field trips may be required.*

Transfer credit: CSU

CRM R110 – Food & Beverage Cost Control 3 Units

Hours: 3 lecture weekly

This course assists students in developing crucial financial management skills through key terms and concepts as well as procedures for analyzing cost/volume/profit, determining costs, and using costs to monitor labor, food service and beverage operations. *Field trips may be required.*

Transfer credit: CSU

CRM R111 – Food Purchasing and Receiving 3½ Units

Advisories: CRM R102A

Hours: 3 lecture, 1½ lab weekly

This course provides training in duties and functions of the professional food buyer, basic information on sources, grades, and standards for selecting food items stressing points on specifications; receiving, storing, and issuing procedures. Students learn the principles and practices concerned with the purchasing and receiving of food, supplies, and equipment for various food service operations. Lab assignments include experience working with food purchasing systems. *Field trips may be required.*

Transfer credit: CSU

CRM R112 – Food and Beverage Management 3 Units

Hours: 3 lecture weekly

This course gives students the foundation needed to make smart decisions in commercial and institutional food and beverage operations. Information concerning the latest operational trends is presented. Case studies developed by industry professionals give students practice solving problems like those experienced on the job. Internet exhibits and website addresses link students with valuable food and beverage resources. (Same as HM R112.) *Field trips may be required.*

Transfer credit: CSU

CRM R113 – Bar and Beverage Management 3 Units

Hours: 3 lecture weekly

This course covers all facets of bar and beverage products management including balancing marketing and control objectives, business planning, and employee management and training. Course also covers alcohol service responsibility, and essential information on a wide range of beverage products, including non-alcoholic beverages. This course is required for National Restaurant Management (NRA) Certification. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU

CRM R114 – Supervision in the Hospitality Industry 3 Units

Hours: 3 lecture weekly

This course covers the concepts, theories, and principles behind good supervisory practice. Students will study communications, motivation and work climate, job descriptions, recruitment and selection, performance evaluation, employee discipline, and controlling. The legal aspects of recruitment, selection, evaluation, and discipline are thoroughly discussed. Principles of good people management are presented in terms of how they apply on the job. Required course for ACEFI, AHMAEI, and EFNRA.

Transfer credit: CSU

CRM R115 – Marketing of Hospitality Services 3 Units

Advisories: BUS R132

Hours: 3 lecture weekly

This course provides an in-depth look at proven marketing strategies specific to hospitality services. The course also demonstrates how hospitality organizations can promote their unique features and compete more effectively in the market. *Field trips may be required.*

Transfer credit: CSU

CRM R116 – Accounting for the Hospitality Industry 3 Units

Hours: 3 lecture weekly

This course covers the accounting cycle as it applies to the hospitality industry. Emphasis is placed on merchandising operations, inventories, cost of goods sold, payroll and accounting for receivables and payables. The preparation of financial statements is also covered. This course is required for certification by the National Restaurant Association (NRA). *(Same as HM R116.) Field trips may be required.*

Transfer credit: CSU

CRM R198 – Short Courses in Culinary Arts and Restaurant Management 1-7 Units

Hours: Lecture and/or lab hours as required by unit formula

This umbrella course is designed to provide a means of offering courses or workshops in selected areas of Culinary Arts or Restaurant Management to meet specific needs of community or college as required or requested. *Field trips may be required. Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU

DANC R102B – Modern Dance II 2 Units

Prerequisites: DANC R102A or equivalent

Hours: 1 lecture, 3 lab weekly

This course focuses on intermediate to advanced modern dance skills and technique necessary for performing dance compositions and student performances. *Field trips may be required. (Formerly also PE R116B.) Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU, UC

DANC R104A – Modern Jazz I 2 Units

Hours: 1 lecture, 3 lab weekly

This course is an introduction to modern jazz techniques and skills. Students will develop flexibility, strength, endurance, dance composition and develop an understanding and appreciation of jazz dance as an art form. *Field trips may be required. (Formerly also PE R119A.) Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU, UC

DANC R104B – Modern Jazz II 2 Units

Prerequisites: DANC R104A or equivalent

Hours: 1 lecture, 3 lab weekly

This course offers continued study of jazz dance techniques with emphasis on more advanced skills necessary for performing dance compositions and student performance. *Field trips may be required. (Formerly also PE R119B.) Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU, UC

DANC R110 – Mexican Folklorico Dance 2 Units

Hours: 1 lecture, 3 lab weekly

The roots of Mexican folklorico dance date back to the Aztec and Mayan civilizations that later blended with the cultural influences brought from Spain. This course is designed to develop dance skills for various regional dance styles from Veracruz, Jalisco, Michoacan, Chihuahua, and others. Emphasis is placed on the historical and cultural factors that have influenced Mexican dance. Students will learn the principals of body alignment, strength, and coordination as it relates to dance and performance. *Field trips may be required. (Formerly also PE R124.) Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU, UC

DANCE

PROGRAM STUDENT LEARNING OUTCOMES

Students informed in Dance at Oxnard College will be able to:

- Demonstrate literacy in dance technique and alignment.
- Describe, analyze, and interpret diverse artistic dance works.
- Demonstrate basic literacy in dance performance skills.
- Demonstrate oral and written knowledge of cultural, historical and theoretical perspectives on dance.

COURSE DESCRIPTIONS

DANC R102A – Modern Dance I 2 Units

Hours: 1 lecture, 3 lab weekly

This course focuses on the development of modern dance techniques with emphasis on combinations of basic skills. Study of the dance phrase integrating elements of rhythm, design, dynamics, and motivation change will also be covered. *Field trips may be required. (Formerly also PE R116A.) Course is offered Pass/No Pass (P/NP) at student's option.*

Transfer credit: CSU, UC

DENTAL ASSISTING

The Dental Assisting Program introduces students to the high demand field of professional dental assisting. Dental assistants are a significant and valuable member of the dental health care team. Students are trained to perform a wide variety of duties including working chairside as patients are examined and treated, sterilizing instruments, and applying anti-cavity agents to teeth. Dental assisting students are also taught to perform laboratory duties such as taking and pouring impressions and making temporary crowns. Additionally, the Dental Assisting Program offers curriculum on executing office duties like scheduling and confirming patients, filing patient treatment records, billing, and ordering dental supplies.

The Dental Assisting Program at Oxnard College includes patient care practice in a fully-equipped, on-site facility.

For more information, contact the Dental Assisting Program at (805) 986-5823.