



NUTR, 201, 01E, FOOD PREPARATION

NHS 103; TR 12:30-1:45PM
COURSE SYLLABUS: FALL 2026

INSTRUCTOR INFORMATION

Instructor: Kaylie Campbell, MS, RDN, CSSD, LD
Office Location: NHS
Office Hours: TBA
Office Phone: 903-866-5549
University Email Address: Kaylie.Campbell@etamu.edu
Preferred Form of Communication: **Email**
Communication Response Time: 24-48 hours

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required: Brown, Amy. Understanding Food Principles and Preparation, 7th ed., Cengage Learning, 2025.

Materials:

Apron and Hairnets: provided to students on the first day of class. You will only be provided one apron to use for the entire semester. If you lose or damage the apron you will need to purchase your own replacement.

Lab Manual: A lab manual will be provided with details of all experimental procedures. You must keep your manual in or with your lab notebook, and bring it to class every week. You are expected to record all experimental data in the manual, and to keep it neat and organized. You will be expected to utilize D2L and print the current week's experiments and group rotation assignments before coming to class. Any other additional reading materials and labs will be posted and accessed via D2L.

The syllabus/schedule are subject to change.

Course Description

Scientific principles and fundamentals of food preparation with practical application. Combination of lecture and hands on cooking labs. We will cover the fundamentals such as food selection, preparation, food safety and meal management of food.

Student Learning Outcomes (Should be measurable; observable; use action verbs)

1. Identify and discuss the physical, economic, sociological and psychological factors that influence individual and group food choices.
2. Describe the physical properties of food and food products.
3. Understand the effects of food preparation, storage and services on the nutritional value and quality of foods.
4. Understand food safety and handling procedures.
5. Identify and explain functions of food labels and legal controls of food supply.
6. Understand the nutritional properties of food and the influence of food processing and preparation that impact nutrient availability in foods.
7. Translate basic principles of culinary science and nutrition into appropriate food choices.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Using the learning management system, using Microsoft Word, PowerPoint, and Excel, using university email, and using Google Docs / Slides.

Instructional Methods

Combination of lecture, lab application and discussion. We will meet at the beginning of the week/class to discuss material and the remainder of class time will be spent completing lab activities. Questions and discussion pertaining to the lab will be completed and turned in by the each student.

Student Responsibilities or Tips for Success in the Course

This is a college level course requiring students to be disciplined, self-motivated, and good managers of their time. This 3-hour credit course and can require up to 9 hours of commitment each week. Some weeks may require less. Time will be spent reading course materials and actively participating in lab activities. It is expected that you read the material we are covering in class that day prior to arriving so you are prepared and ready to discuss in class.

- Stay up-to-date with announcements and content of the course via D2L. I recommend downloading the pulse app or turning on notifications for any courses updates/changes.
- Read the textbook and others course materials as assigned.

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- Demonstrate knowledge of material covered in class through assignments, discussion and in class participation.
- Complete assignments and exams on scheduled dates and time deadlines.
- Use critical thinking skills by independently gathering information and then developing your own opinion.

Please see syllabus for due dates on all assignments. **NO LATE ASSIGNMENTS WILL BE ACCEPTED (Unless a university approved excuse is provided).** Highly recommended that students do not wait until the last minute to complete assignments, discussion boards or exams. Communication is important! If you have questions, concerns, are struggling with understanding material, will be missing class, etc. please notify the instructor

GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%
 B = 80%-89%
 C = 70%-79%
 D = 60%-69%
 F = 59% or Below

Total points corresponding to the final letter grades

A = 1102-1225 Points
 B = 980-1101 Points
 C = 857-979 Points
 D = 735-856 Points
 F = <734 Points

Weights of the assessments in the calculation of the final letter grade.

Assignments	6%
Meal Management Project	16%
Labs	26.5%
Participation	26.5%
<u>Exams</u>	<u>25%</u>
TOTAL	100%

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Assessments

Exams (3 exams @ 100 points each = 300 points)

Assignments (75 points)

Food Label Assignment (25 points)

Food Essay (50 points)

In-Class Lab Activities (13 x 25 = 325 points)

Will complete pre and post lab activity questions along with lab experience for lab participation points. You must attend class to participate in labs and receive participation credit. Lab reports must be turned in at the beginning of the following week's lab. Reports will not be accepted more than 3 days late, and one letter grade will be deducted for each day late. Lab reports are expected to be typed. While students may have similar results from working together in lab, the reports should be completed individually. Do not copy each other's answers for the questions! Refer to the separate instructions for the complete description of the lab report format. Be sure to staple all pages in the upper left hand corner to prevent loss.

Attendance/Lab Participation (13 x 25 = 325 points)

Even if the excuse is University-approved, missed laboratories cannot be made up. Attendance at the meal management/clean-up lab is mandatory. Even if you are absent, you are expected to turn in your work on time. Make arrangements with the instructor for turning in work if you have an excused absence. Reports will not be accepted by email, except with prior instructor approval.

You are expected to be on time for lab, to carry out all experiments in an appropriate and professional manner, and to make sure that your work station is clean and orderly at the end of each session. Students are assigned to a group of three to four students who will work at a specific workstation for the entire semester. You will be required to taste all recipes. Notify the instructor during the first week of class if there is any reason why this may be contraindicated such as because of food allergies, religious or dietary practices. Students are expected to enjoy the food they prepare and not just taste and throw food away.

Meal Management Project (200 points)

This will be a cooperative event requiring groups of students work together to prepare an entire meal for the class as a whole to enjoy. The theme, recipes, costing, table setting, preparation, clean-up and reporting will be the final lab class of the semester. The details of this event will be discussed during the semester. The students will be given ample time to prepare and enjoy this project. Final lab clean-up also occurs during this final class period.

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TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by East Texas A&M have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@etamu.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a ETAMU campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

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Interaction with Instructor Statement

Students can expect a response to email messages and/or phone calls within 24-48 hours from the time that your communication was sent. All assignments will be graded and grades posted in a timely manner. Office hours are posted by door.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Lab Policies and Procedures

Kitchen Lab safety policies and procedures will be reviewed the first week of class and students will complete a Kitchen Lab contract agreeing to follow lab policies and procedures. The Kitchen Lab safety manual/presentation will also be provided via D2L for reference throughout the course.

Electronic Devices & Acceptable Use Policy: Research indicates student performance is significantly (negatively) correlated with cell phone use. The active use of cellular phones or other electronic devices is distracting to your own learning, your classmates, and the professor. It is also considered extremely disrespectful and unprofessional in a classroom or work setting. Cell phones should be silenced and put away upon entry into the classroom. (This means out of reach, like in your backpack or off your desk; NOT in your lap, pocket, purse, or other place where you try to hide its' use.) Excessive texting in the classroom will NOT be tolerated.

Religious observations: Any student in this course who plans to observe a religious holiday which conflicts in any way with the course schedule or requirements should contact the instructor at the beginning of the semester to discuss alternative accommodations.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures/Policies

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx).
<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

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Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

ETAMU Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf>

[Graduate Student Academic Dishonesty Form](#)

<http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

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In any case, **students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way.** This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

Students with Disabilities-- ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

East Texas A&M University

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148 Email: studentdisabilityservices@tamuc.edu

Website: [Office of Student Disability Resources and Services](http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and East Texas A&M University Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

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Web

[url:http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf](http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf)

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M University campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at East Texas A&M University, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel \

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



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Department or Accrediting Agency Required Content

COURSE OUTLINE / CALENDAR

Week	Date	Chapter	Assignment Due <i>All Assignments below are due by 11:59PM CST on the dates below!</i>
1	8/20	Course Orientation, Lab Policies and Procedures	
2	8/25	Sensory Evaluation	Lab 1
	8/27	Food Preparation Basics	
3	9/1	Meat & Poultry	Lab 2 Food Label Assignment
	9/3		
4	9/8	Fish & Shellfish	Lab 3
	9/10		
5	9/15	Milk & Cheese	Lab 4
	9/17		
6	9/22	Eggs	Lab 5 EXAM 1
	9/24		
7	9/29	Vegetables & Fruits	Lab 6
	10/1		
8	10/6	Legumes	Lab 7
	10/8	NO CLASS FALL BREAK	
9	10/13	Cereals & Flours	Lab 8 FOOD Essay
	10/15		
10	10/20	Starches & Sauces	Lab 9
	10/22		
11	10/27	Breads	Lab 10 EXAM 2
	10/29		

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12	11/3	Fats & Oils	Lab 11
	11/5		
13	11/10	Cakes	Lab 12
	11/12	Pastries	
14	11/17	Candy	Lab 13
	11/19	Frozen Desserts	
15	11/24	Meal Management Project	
	11/26	NO CLASS THANKSGIVING BREAK	
16	12/1	Meal Management Project	
	12/3		
17	12/10	10:30AM-12:30PM FINAL	EXAM 3

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