



ARTICULATION AGREEMENT

Between

**SUNY Broome Community College
Hospitality Programs**

PO Box 1017, Binghamton, New York 13902

&

**Broome – Tioga BOCES
Culinary Arts Program**

435 Glenwood Road, Binghamton, NY 13905

- Articulation agreement intent is to facilitate the progress of students by recognizing the common curriculum elements among the Career and Technical Education partners.
- Articulation agreements developed between high school and college faculty for each specific curriculum area. Each agreement will be separate, designated to meet the needs of students as they progress through high school/college degree requirements.
- Once the agreement is final, the Chair of Outreach at SUNY Broome Community College will obtain the appropriate college signatures, and send the secondary-institution the articulation agreement to obtain signatures. Once complete, please return one signed original to the Chair of Outreach.
- This agreement is effective January 1, 2022 through December 31, 2026 unless a written modification or cancellation request by either SUNY Broome Community College or Broome-Tioga BOCES.
- Copies of the Articulation agreement are available with the Secondary School Department Office, SUNY Broome Community College Outreach Department and the SUNY Broome Hospitality Department, within the Business and Professional Studies Division.

SUNY Broome Community College Course(s) Articulated:

BHM 110	Sanitation and Safety	3 credits
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Course Number	Title	SUNY Broome Credits
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BHM 216	Professional Cooking	3 credits
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Course Number	Title	SUNY Broome Credits
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SUNY Broome Community College agrees to:

1. Set up procedures at SUNY Broome Community College to accommodate students from the participated secondary schools who earn articulated credit.
2. Establish opportunities for students who are enrolled in the articulated course(s) to meet program faculty and advisors prior to their first semester at SUNY Broome Community College.
3. Maintain follow-up files and closely monitor the academic progress of students articulated programs.
4. Set up procedures to ensure that the articulated credit is posted on the student's college record at the appropriate time with the SUNY Broome Community College course number and name, the credits earned, and the notation "Proficiency credit granted"
5. Notify participated secondary school of any curriculum changes to articulated course that will affect the agreement.

Secondary School agrees to:

1. Communicate the details of articulation agreements to high school principals, teaching staff, guidance personnel, students and parents.
2. Develop procedure for certifying that each student has satisfied the requirements for receiving articulated credit.
3. Develop methods for publicizing the articulation agreement in order to encourage students to take advantage of this opportunity.
4. Notify SUNY Broome Community College of any curriculum changes to the certified course that will affect the agreement.
5. Notify students they are responsible for contacting SUNY Broome Hospitality Department Chair, after their official high school transcripts denoting BOCES courses have been received, to request a transfer credit evaluation.

Guideline for awarding articulated credit for BHM 110

1. The student must have passed the ServSafe Manager exam.
2. The student must currently be certified in CPR
3. The student must attend an equipment training to be given by a SUNY Broome employee at the SUNY Broome Culinary and Event Center.
4. The student must complete either the ServSafe Allergy training course or an AllerTrain course.

Guidelines for awarding articulated credit for BHM 216:

1. The student must have completed the course(s) specified by this agreement with a grade "B" or better, or 80% or better.
2. The student must pass the practical exam provided by SUNY Broome and pass with a minimum of 75. This exam is to be proctored by 3 SUNY Broome employees approved by the Associate Dean of Hospitality and the CEC.
3. The student must have been awarded BHM 110 as well to receive these credits.



Practical Exam Guidelines

- Candidates are responsible for bringing all ingredients for the exam.
- Sanitation skills will be monitored at all times for compliance with standard rules.
- Sanitation infractions could lead to a failing grade.
- Professional Uniform: All candidates must wear a chef coat, toque, black or black and white checkered pants, leather shoes, or clogs and have clean apron and side towels.
- Candidates should present a typed menu to the examiners prior to the start of the exam.
- Candidates must bring their own plates unless the test site has agreed to provide them.

Exam Time: 2 hours and 30-minutes

During the time allotted for the exam, candidates must prepare and exhibit the following skills, finish each according to industry standards and present final products to the evaluators.

The candidate shall exhibit the following:

- Julienne carrot, 2 ounces
- Batonnet carrot, 4 ounces (may also be cooked and used for the chicken course preparation below)
- Fine chopped parsley, 4 T (rinsed and ready for use)
- Standard mirepoix, 1 pound (may be used to make chicken stock; reserve enough in a side plate to show the examiners as they grade your progress)
- Prepare and begin to cook 1.5 gallons of chicken stock. (Bones need to be brought in. Do not use trimmed carcass from the main course chicken. Examiners will observe for use of proper techniques during the entire exam. Taste will not weigh high in the score. Over seasoning with salt, pepper, or other seasonings could result in a negative score.)
- Fabricate 1 whole chicken (2.5 -3.5 pounds) into:
 - 2 drumsticks
 - 2 thighs
 - 1 wing
 - 1 chicken breast, first joint of the wing bone is attached. It is clean. Skin is on. Cartilage and rib bones are removed.
 - 1 skinless, boneless chicken breast. Tenderloin or filet is removed.
- Prepare chicken carcass for stock (to be presented, not for use in the chicken stock); carcass must be free of usable meat.
- Sauté one of the chicken breasts applying appropriate seasonings and methodology, serve as a main course with appropriate vegetable and starch accompaniments. (Batonnet of carrots from above may be used.)

Notes:

1. Candidates should inform evaluators 10 minutes before beginning to plate foods for final presentation.
2. Appropriate organization, safety and sanitation skills contribute greatly to each candidate's success.