

Culinary Arts Department

CHEF 1305

Sanitation and Safety in Person

Course Description: A study of personal cleanliness; sanitary practices in food preparation; causes, investigation, control of illness caused by food contamination (Hazard Analysis Critical Control Points); and work place safety standards.

Instructor:

Chef Natalie Osuna

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Phone: (806) 716-2583

Office Hours: Monday-Thursday 2:30pm-3:30pm, Friday 9am-1pm

Class Hour and Room: This is an online course.

Exam Schedule: Chapter test are assigned weekly under Course Content in weekly folders. The Final will be the ServSafe Managers Certification Exam. This will be in person in a computer lab at the Lubbock Center, date and time TBD.

Required Text: ServSafe Coursebook 8th edition with Exam Voucher
ISBN#9780866127400

Required Materials: One inch, 3 ring binder

Weekly online homework can be found under the Course Content on the Blackboard Homepage. Chapter notes are also available for students under the weekly folders.

Grading Policy:

1. There will be **no** Make-up on Homework Assignments or Exams.
2. Homework Assignments will be assigned online in weekly folders throughout the semester.
3. Individual effort must be demonstrated on all exams. Also considered inappropriate is the use of, in any fashion, a solution manual of any kind. It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of students to present as their own any work that they have not honestly performed is regarded by the faculty and administration as a serious offense and renders the offenders liable to serious consequences, possibly suspension. **Academic Dishonesty:** "At minimum, the first instance of academic dishonesty will be submitted to Student Judicial Services and the student will receive a zero for the assignment. The second instance of academic dishonesty will be submitted to Student Judicial Services and the student will receive an F in the course and be expelled from the program".
4. Class attendance and attention will be crucial to the student's successful completion of this course. Attendance will be taken, you are allowed two excused absences throughout the semester, but are expected to complete all assignments by the due date.
5. The grading scale is as follows:

90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

6. The grading will be based on the following assignment:

Discussions:	30%
Tests:	40%
Final:	30%
	100%

7. If there is a problem or a dispute with a grade, it must be brought to your instructor's attention and resolved within 5 days of the grades return. After that, it will not be considered under any circumstances.

8. If you feel you need out of class help, please visit with your professor during office hours.

Notes:

- **Online assignments for the FIRST WEEK and SECOND WEEK of class will open on Monday, August 26th at 8am and be due Thursday, September 5TH at 11:59pm. ALL OTHER WEEKS THROUGHOUT THE SEMESTER, assignments will be available starting on Friday's at 8am and be due by the following Thursday at 11:59pm.**
- **Students are assigned Discussion Questions and Test weekly based on the Chapters we are on.**
- There might be a possibility for extra credit or a bonus sometime during the semester. These extra points CANNOT raise your grade for a particular segment of your grade beyond 100%. For example, your maximum quiz average can only be 100% or test average can only be 100%.
- The **Final** for this course will be the ServSafe Food Manger's Certification Exam. This Exam will be taken in person in a computer lab at the Lubbock Center. **Each student should have an access code that is necessary to take the exam.** Date of this exam is to be determined.
- If you need special accommodations, you will still have to take the test on the scheduled date of the exam. If there is a conflict, you will have to prove it to your instructor in order to take an exam at a different time.

Topics: The list of selected topics may be modified during the course of the semester. The instructor will notify the class of any changes to the topic list.

For Intellectual Exchange, Disabilities, Non-Discrimination, Title IX Pregnancy Accommodations, CARE (Campus Assessment, Response, and Evaluation) Team, and Campus Concealed Carry, click here: [Syllabus Statements \(southplainscollege.edu\)](http://southplainscollege.edu)

Course Outline
CHEF 1305
Sanitation and Safety

Week	Assignment Open/Due Date	Topic
1	8/26-9/5	Keeping Food Safe, Understanding the Microworld
2	8/26-9/5	Keeping Food Safe, Understanding the Microworld
3	9/6-9/12	Contamination, Food Allergens, and Foodborne Illness
4	9/13-9/19	The Safe Food Handler, The Flow of Food: An Introduction
5	9/20-9/26	The Flow of Food: Purchasing and Receiving
6	9/27-10/3	The Flow of Food: Storage, The Flow of Food: Preparation
7	10/4-10/10	The Flow of Food: Service
8	10/11-10/17	Food Safety Management Systems
9	10/18-10/24	Safe Facilities and Equipment
10	10/25-10/31	Cleaning and Sanitizing
11	11/1-11/7	Integrated Pest Management
12	11/8-11/14	Food Safety Regulations and Standards, Staff Food Safety Training
13	11/15-11/21	Practice Exams/Review
14	11/22-11/28	Finals-Lecture Classes
15	11/29-12/5	Finals-Lab Classes
16	12/6-12/12	Lab Clean Up