

# El Paso Community College

## Syllabus

### Part II

## Official Course Description

<b>SUBJECT AREA</b>	<u>Culinary Arts and Related Sciences</u>
<b>COURSE RUBRIC AND NUMBER</b>	<u>CHEF 1305</u>
<b>COURSE TITLE</b>	<u>Sanitation and Safety</u>
<b>COURSE CREDIT HOURS</b>	<u>3                    3                    :</u> <u>0</u>
	Credits                    Lec                    Lab

### I. Catalog Description

Studies 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.

**Corequisites: CHEF 1301 and PSTR 1301. (3:0).**

### II. Course Objectives

#### A. Unit I. Sanitation

- 1) Explain the dangers of foodborne illness.
- 2) Identify the characteristics of potentially hazardous foods.
- 3) Identify the four basic types of microbial contaminants.
- 4) Identify ways in which food can become contaminated.
- 5) Identify personal behaviors that can contaminate food.

#### B. Unit II. HACCP

- 1) Determine when to accept or reject different types of foods during receiving.
- 2) Label and store specific types of refrigerated food and dry goods.
- 3) Apply FIFO.
- 4) Use time and temperature controls in each step of the flow of food.
- 5) Identify foods that can be re-served.
- 6) Define HACCP.
- 7) Identify the HACCP principles for food safety.
- 8) Determine how to assess quality of product on hand.

#### C. Unit III. Facilities and Equipment

- 1) Identify methods to prevent backflow problems.
- 2) Identify the requirements of a hand-washing station.
- 3) Explain the difference between cleaning and sanitizing.
- 4) Use proper machine ware-washing techniques.
- 5) Develop an integrated pest management (IPM) program.
- 6) Identify ways to prevent pests from entering the facility.
- 7) Identify and utilize proper type/quantity of chemicals, e.g., detergents, cleaners.

#### D. Unit IV. Sanitation Management

- 1) Identify the principles and procedures needed to comply with food-safety regulations, e.g., obtain food handlers card.

- 2) Identify the proper procedures for guiding an inspector through your establishment.
- 3) Explain how the application of HACCP and HACCP principles can help ensure food safety and regulatory compliance.
- 4) Explain the importance of record keeping/logs of training, vendor invoices, and receiving and storage food temperatures.
- 5) Assess the training needs of employees.
- 6) Identify when and where food-safety training should take place.
- 7) Identify the purpose of MSDS sheets for an establishment.

E. Unit V. Emergency Preparedness

- 1) Implement emergency preparedness plan.
- 2) Train staff of fire prevention techniques.
- 3) Demonstrate CPR and first aid skills

### III. THECB Learning Outcomes (WECM)

1. Identify causes of and prevention procedures for food-borne illness, intoxication, and infection.
2. Discuss personal hygiene and safe food handling procedures.
3. Describe food storage and refrigeration techniques.
4. Explain sanitation of dishes, equipment, and kitchens including cleaning material, garbage, and refuse disposal.
5. Discuss Occupational Safety and Health Administration (OSHA) requirements and workplace safety programs.

### IV. Evaluation

A. Pre-assessment

Instructors should check each student's prerequisites the first week of class; those who do not qualify should be sent back to Admissions. Students should pass any applicable safety tests during the first week. The instructor should counsel students regarding specific safety issues.

B. Challenge Exam

Students who wish to challenge the course should contact the Testing Center and the Instructional Dean. Challenges must be accomplished before the census cut-off date. Students who have previously received a W or a letter grade for the course are not eligible to challenge this course.

C. Post-Assessment

1) The instructor will maintain a continuous record of each student's progress on an institutionally approved grade sheet or computerized substitute. All instructors must keep records in such a way that information would be clear to a second party having to check grade computation in special cases. An explanatory legend should be provided on the grade sheet.

2) The evaluation of the students work should be based on the student's mastery of the assigned objectives. In addition to Sanitation and Safety work, the instructor may require quizzes and exercises on cooking methods, terminology, and use of tools. The instructor may also require researching of recipes.

It is essential that student do assignments throughout the semester. These units are to be seen as overlapping and intertwined with one another.

Any projects will be devised at the instructor's discretion. In addition to Sanitation and Safety work, projects may include but are not limited to the following: entrée preparation, starch and vegetable

preparation, and dessert plate-ups. Instructors are strongly encouraged to require that recipe research be typed or composed on a word processor or computer.

D. Final Examination

A final examination is required in all Culinary and Restaurant Management Classes. The exam should consist of (or at least include) a written test and/or a hands-on preparation given in class/lab during the scheduled final examination period.

If the instructor determines the final Sanitation and Safety work and/or written exam do not reflect a satisfactory mastery of the course objectives, the exam may be used as a justification for failing the student for the course. In such cases, it is advisable to have one other instructor confirm the evaluation of the work.

If the instructor judges that the final Sanitation and Safety work and/or written exam meet the course objectives satisfactorily, the work will be graded and may be averaged in with the other course work to determine the course grade.

E. Grading Percentages

Grade percentages for determining the course grade may be devised by the individual instructor, but the in-class projects will account for at least 70% of the student's grade. At the instructor's discretion, the grade for the final exam may be averaged as part of the 70%.

F. Remediation

At the instructor's discretion, students may be allowed to retest for higher grades. Students seeking additional help may obtain tutoring assistance from the Chef Instructor as time permits.

G. Grading Scale:

A = 90 – 100	I = Incomplete
B = 80 – 89	W = Withdrew/ Withdrawn
C = 70 – 79	
D = 60 – 69	
F = below 60	

**V. Disability Statement (Americans with Disabilities Act [ADA])**

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Students with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

**VI. 6 Drop Rule**

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemptions may apply. Refer to the EPCC catalog and website for additional information.

## **VII. Title IX and Sex Discrimination**

Title 9 (20 U.S.C. 1681 & 34 C.F.R. Part 106) states the following "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." The Violence Against Women Act (VAWA) prohibits stalking, date violence, sexual violence, and domestic violence for all students, employees and visitors (male and female). If you have any concerns related to discrimination, harassment, or assault (of any type) you can contact the Assistant to the Vice President for Student and Enrollment Services at 915-831-2655. Employees can call the Manager of Employee Relations at 915-831-6458. Reports of sexual assault/violence may also be reported to EPCC Police at 915-831-2200.