FSCI 4344/5344
Food Safety and Sanitation

Instructor: Dr. Loree Branham
Email: loree.branham@angelo.edu
Phone: 325.486.6749
Office: VIN 221

Graduate Assistants – Kalynn Hardegree
Kiana Thomas

Course Time – MW 9:00-9:50 VIN 263
M 1:00 – 1:50 VIN 250

Office Hours:
Monday and Wednesday 10:00 – 11:00, Thursday 1:30 - 4:00, by appointment
* Note: Due to ongoing research, there may be times during my scheduled office hours when I will not be available- please make an appointment if possible.

Course Information

Course Description

Foodborne pathogens and their control in a foodservice and retail setting. Topics include sanitation, food hygiene, FDA Model Food Code Regulations, and HACCP. Course provides opportunity for certification in applied food service sanitation management from the National Restaurant Association.

Student Learning Outcomes

Upon completion of this course, students will be able to:

• The knowledge necessary to obtain Foodservice Sanitation certification.
• Be familiar with basic concepts of food microbiology.
• Be familiar with specific foodborne pathogens and identify symptoms associated with specific foodborne illnesses.
• Identify biological, chemical and physical hazards associated with food service and identify methods to control foodborne hazards.
• Know proper sanitation procedures for foodservice establishments, including good personal hygiene and facilities sanitation.
• Understand proper food receiving, storage, preparation, handling and serving procedures to avoid potential contamination.
• Be familiar with the major principles of HACCP and how they are implemented in the food processing and food service industries.
• Know the functions of the primary federal and state regulatory agencies involved in food manufacturing, service and retailing.

Course Delivery

This is a face-to-face course with learning resources and supplemental materials posted in Blackboard.
Please refer to this Health and Safety web page\textsuperscript{1} for updated information about campus guidelines as they relate to the COVID-19 pandemic.

**Texts and Materials**

ServSafe Coursebook 7th Ed, English, with Exam Answer Sheet  DO NOT PURCHASE A USED BOOK.

**Technology Requirements**

To successfully complete this course, students need access to a computer with the capacity to access the internet, play videos, and audio content. This course will utilize Blackboard

**Communication**

Faculty will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

**Written communication via email:** All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line.

**Virtual communication:** Office hours and/or advising may be done with the assistance of the telephone, Collaborate, Skype, etc.

**Grading**

**Evaluation and Grades**

Course grades will be determined as indicated in the table below.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Possible Points</th>
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<tbody>
<tr>
<td>PDF Submitted Handwritten notes</td>
<td>100</td>
</tr>
<tr>
<td>10 Mini Exams/Assignments (30 points each)</td>
<td>300</td>
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<tr>
<td>1 Certification Exam (Cumulative)</td>
<td>200</td>
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<tr>
<td><strong>Total Points Possible</strong></td>
<td><strong>600 points</strong></td>
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The dates for lab quizzes and lecture exams will be announced by your instructor.

(optional) **COMPREHENSIVE FINAL EXAM – Wednesday May 12th  @ 8:00 am**

**Grading System**

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

- A = 90.00-100\% of points
- B = 80.00-89.99\% of points
- C = 70.00-79.99\% of points
- D = 60.00-69.99\% of points
- F = 0-59.99\% of points (Grades are not rounded up)
Course Topics

<table>
<thead>
<tr>
<th>Reading Assignment</th>
<th>Topic</th>
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<tbody>
<tr>
<td></td>
<td>Introduction importance of food safety and sanitation, case study</td>
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<td>Providing Safe Foods</td>
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<td>The Microworld</td>
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<td>Foodborne Pathogens, Contaminants and Foodborne illness</td>
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<td>Safe Food Handler</td>
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<td>The Flow of Food: An Introduction</td>
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<td>The Flow of Food: Purchasing and Receiving</td>
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<td>The Flow of Food: Storage</td>
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<td>The Flow of Food: Preparation</td>
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<td>The Flow of Food: Service</td>
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<td>Food Safety Management Systems</td>
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<td>Sanitary Facilities and Equipment</td>
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<td>Cleaning and sanitizing</td>
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<td>Integrated Pest Management</td>
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<td>Food Safety Regulations and Standards</td>
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<td>Employee Food Safety Training</td>
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Exact dates of reading assignments will be announced periodically in class.

Assignment and Activity Descriptions

All Notes Submissions will be due 96 hours after we complete the packet of notes in lecture. The due date and time will be posted on blackboard calendar within 24 hours of us completing the notes packet in class.

In order to considered for maximum points for Notes Submissions, Any submissions submitted after the posted day/time will only be considered for maximum 50% credit for up to 7 days that time. Any submissions turned in past the one week extension will not be graded for any points.

ATTENDANCE:

Students are expected to attend class daily; attendance is important and required. You are allowed five unexcused absences (lecture and lab combined) before your grade is adversely affected. Absences will be excused for illness if a physician’s note is provided (or notification is made to the professor by Student Life office in cases of Covid illness or mandated quarantine), proof of a family member’s death, or absences due to travel related to a University function (A memo from sponsoring faculty member is required- it is the students responsibility to confirm the professor has received the memo notification). No Make-up Exams or Quizzes will be given. If you know you will be absent on the day of an exam, notification is required at least one full week in advance in order to take an exam early. Absences due to an unforeseen emergency which occur on an exam day will be dealt with as they occur.
Classroom Decorum
Students are asked to place cell phones on silent mode. **Text messaging during class is not permitted. If texting occurs, student will be warned once and then asked to leave classroom.** Please refrain from any tobacco use while in lecture. Please refrain from talking to other students during lecture. Professional behavior toward instructor(s) and fellow students is expected and required. **Students are permitted to use laptop computers, tablets, and voice recorders to take notes only AFTER obtaining permission of the professor.** Feel free to ask questions of the instructor or relate pertinent information at any time during class. Questions and comments are encouraged and appreciated.

General Policies Related to This Course
All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)²
- [Angelo State University Catalog](#)³

Academic Integrity
Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU. The College of Science and Engineering adheres to the university’s [Statement of Academic Integrity](#)⁴.

Accommodations for Students with Disabilities
ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the [Student Disability Services website](#).⁵ The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford  
Director of Student Disability Services  
Office of Student Affairs  
325-942-2047  
dallas.swafford@angelo.edu  
Houston Harte University Center, Room 112
Incomplete Grade Policy
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

Plagiarism
Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the ASU Writing Center.

Student Absence for Observance of Religious Holy Days
A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information.

Title IX at Angelo State University
The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

Michelle Miller, J.D.
Special Assistant to the President and Title IX Coordinator
Mayer Administration Building, Room 210
325-486-6357
michelle.boone@angelo.edu

You may also file a report online 24/7.
If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information, visit the Title IX website.11

**Required Use of Masks/Facial Coverings by Students**

As a member of the Texas Tech University System, Angelo State University has adopted the mandatory [Facial Covering Policy](https://www.angelo.edu/current-students/disability-services/)12 to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

**Modifications to the Syllabus**

This syllabus, including grade evaluation and course schedule, is subject to modification. In particular, the COVID-19 pandemic may require significant changes in course delivery and content on potentially short notice.

**Course Schedule**

Instructor will announce quiz dates in class (as well as post the quiz dates on the Blackboard Course Calendar as they get scheduled. Instructor will give at least one week notification prior to quiz dates. Once scheduled, the instructor will try and adhere to this schedule as close as possible, these dates are subject to change - The instructor will communicate any change in assessment dates via email to your angelo.edu email address. Please check your email daily for any course updates or announcements.

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1 https://www.angelo.edu/covid-19/returning-to-campus/health-and-safety.php
2 https://www.angelo.edu/current-students/student-handbook/
3 https://www.angelo.edu/academics/catalog/
5 https://www.angelo.edu/current-students/disability-services/
6 https://www.angelo.edu/content/files/14197-op-1011-grading-procedures
7 https://www.angelo.edu/live/files/27603-student-handbook-2020-21#page=96
8 https://www.angelo.edu/current-students/writing-center/academic_honesty.php