# **Kennebec Valley Community College logoKENNEBEC VALLEY COMMUNITY COLLEGE**

**FAIRFIELD, MAINE**

# **CUL 111, Food Safety and Sanitation**

Alfond Campus, Averill Hall, Room 110

## **Credit Hours**: 3

## **Instructor**: Chef Kelly Anne Clarke

207-453-3681 (office hours by appointment only), [kclarke@kvcc.me.edu](mailto:kclarke@kvcc.me.edu)

## **Course Materials:**



1 National Restaurant Association- ServSafe Course book w/ Paper Exam Form Sixth Edition NOTE: USED BOOKS WILL NOT HAVE THIS EXAM FORM! ISBN 978-1-58280-301-2

**Course Objectives:**

Upon successful completion of this course, the student be able to:

Students will demonstrate knowledge of the causes and prevention of food borne illness.

Students will review and interpret food service laws for consumer protection and standards for employee working conditions.

Students will demonstrate knowledge of active manage­rial control and Hazard Analysis of Critical Control Point (HACCP) for the prevention of food-borne illnesses, safe food handling, personal hygiene, sanitary design and care of facilities and equipment, pest control, and self-inspection.

Student will demonstrate knowledge of proper temperatures for receiving, storing, cooking, cooling, reheating and serving of foods.

Students will demonstrate knowledge of the methodology of dishwash­ing systems for the best sanitation results as well as proper techniques for cleaning and sanitizing procedures

Students are also introduced to causes, and prevention of accidents and discussion of elementary first aid including the Heimlich Maneuver are covered with emphasis on employee training.

Upon successful of the exam the student will receive a certificate from the National Restaurant Association.

## **Course Content:**

Basic overview of kitchen safety and hand washing

FATTOM, the Microworld including food borne illness signs, symptoms, side effects and origins

Food Allergies- how to identify, avoid, treat and handle from a legal standpoint

The flow of food including purchasing, receiving, storing, prepping, cooking, holding, cooling, reheating, and serving

Food Safety Management Programs that include HACCP and Active Managerial Control

Cleaning and sanitizing including the different classifications and safety information

Facility Design including flooring, walls, equipment placement, lighting

Pest Control including rodents, insects’ contracts, hiring a Pest Control Professional and contracts

Training- includes needs, deficits, and training methods

Training Projects where student will create a training course, facilitate the course and measure outcomes.

The NRAEF ServSafe exam will be taken by all students.

## **Grading:**

Assignments and Homework 30%

Lab Grades 40%

Projects and Paper 20%

Practical Exam 10%

## **Grading Scale:**

| "Plus" (+) and "minus" (-) grades may be used with the following values assigned: LETTER | GRADE | SCALE |
| --- | --- | --- |
| A | 4.00 grade points per credit hour | 95-100 |
| A- | 3.67 grade points per credit hour | 90-94 |
| B+ | 3.33 grade points per credit hour | 87-89 |
| B | 3.00 grade points per credit hour | 83-86 |
| B- | 2.67 grade points per credit hour | 80-82 |
| C+ | 2.33 grade points per credit hour | 77-79 |
| C | 2.00 grade points per credit hour | 73-76 |
| C- | 1.67 grade points per credit hour | 70-72 |
| D+ | 1.33 grade points per credit hour | 65-69 |
| D | 1.00 grade points per credit hour | 60-64 |
| F | 0.00 grade points per credit hour | Below 60 |

## **Attendance Policy:**

To participate, students must attend class. After four (4) absences the student will receive a failing grade for the semester.

## **Classroom Policies:**

I will communicate via Blackboard so please check often for announcements and updates. I will post classroom documents on Blackboard as well.

There is NO make up for exams and quizzes. Most quizzes will be taken online via Blackboard and will be timed.

Assignments handed in late will lose one full letter grade for each day submitted late.

Recording devices must be approved by the instructor prior to class.

NO Electronic media will be allowed during the Certification exam. The use of these items during an exam will void the exam and will require a retake at a later date. Additional exam fees would be required.

All assignments are to be typed, printed, and handed in at the beginning of class. Work will not be accepted electronically.

The instructor reserves the right to change the class agenda at any time.

## **Cell Phones and Text Messaging**

Please refrain from using your cell phone of text messaging during class. Be sure to turn off your phones, or silence the ring tone before class begins.

The use of recording devices is prohibited.

## **Class Grading**

Servsafe Exam Grade 45%

Quizzes 30%

Training Project 10%

Homework and Assignments 15%

Total 100%

## **Emails and Phone Calls**

I will make every effort to return emails and phone calls to students, however…

Do not call at an unreasonable hour (say after 10 during the week) and expect me to be available. Do not email at 2 am and expect and answer right away. I will return emails and phone calls after 9am in most cases. If I am going to be out of touch I will give ample warning.

Quizzes are due by Sunday Evening 9 pm after they are covered in class. Assignments are due Monday’s after the chapter lecture has been completed.

The Discussion/Study questions are due for each chapter- Due the Monday after we have covered them in class. Please see agenda for other due dates.

If we have a weather related cancellation assignments will be collected on the next class day.

## **Notice about Essential Abilities**

The purpose and goal of the Culinary Arts Program is to prepare students for employment in the culinary arts field. Generally speaking, successful careers in kitchen-based positions in the culinary arts often require certain essential physical and intellectual abilities. Accordingly, successful completion of the laboratory portion of the curriculum for the Culinary Arts Associate in Applied Science Degree requires many of the same abilities.

Consistent with the requirement of state and federal law, the College provides reasonable accommodations for students with documented disabilities. Generally speaking, an accommodation is not reasonable if it would alter the integrity of a program by removing or diluting an essential eligibility requirement of the program. Because the following abilities are generally considered essential to the integrity of the program, the College’s ability to accommodate or change them is more limited:

• Lift 50 pounds and carry it a minimum of 20 feet

• Carry culinary equipment and supplies

• Stand and walk for long periods of time (i.e., 4-9 hours depending upon course/schedule)

• Bend, twist, stoop and kneel

• Withstand high and low temperature environments

• See and hear adequately to understand equipment signals and gauges

• Use knives and other potential dangerous equipment safely

• Perform certain math calculations common in food service

• Comply with oral instructions and designated safety standards

• Tolerate exposure to certain allergens, dyes and chemicals common in kitchens

• Work effectively as a member of a team

If you have concern about whether you have a disability that affects your ability to successfully perform these tasks or otherwise successfully complete the College’s program, please contact the College’s Disabilities Coordinator. The Coordinator can discuss with you what, if any, reasonable accommodations may be offered. If you have questions about the different types of kitchen-based and other culinary arts careers that are available to students who successfully complete the program, please feel free to speak with the experts in our faculty.

## **Students with Disabilities (2014)**

In accordance with state and federal law, this College is committed to assisting qualified students with disabilities achieve their educational goals.

***If you are in need of an accommodation in this course:***

• Students must contact the Dean of Students, Enrollment Services Center, Frye Building, 207-453-5019, [knormandin@kvcc.me.edu](mailto:knormandin@kvcc.me.edu)

• Students must provide current, appropriate documentation of their disability.

• Students must make a timely request for accommodation to the Dean of Students.

• Accommodations will not be provided until the faculty member receives a letter requesting accommodations. This letter is created with the Dean of Students and is supported by the documentation of said disability.

• Requests for accommodation must be renewed each semester for each course.

This document is available in enlarged print and on audio tape. Please contact the Dean of Students at 207-453‑5019 or [knormandin@kvcc.me.edu](mailto:knormandin@kvcc.me.edu)

## **NOTICE OF NON-DISCRIMINATION (2014):**

Kennebec Valley Community College does not discriminate on the basis of disability in the admission to, access to, or operation of its programs, services or activities. Students requesting classroom accommodation should be forwarded to the Dean of Students, Enrollment Service Center, Frye Building, phone: 207-453-5019 or the Director of the Learning Commons, Lunder Library, phone: 207-453-5084

Complaints about College decisions related to disability accommodations or discrimination must be forwarded to Affirmative Action Officer and ADA Compliance Officer, Dean of Academic Affairs, Enrollment Services Center, 92 Western Avenue, Fairfield, ME 04937, phone: 207-453-5822.

The Growing Maine Project at KVCC Center for Farm-to-Table Innovation is funded by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. KVCC is an equal opportunity employer. Adaptive equipment is available upon request for individuals with disabilities. Equipment is available upon request for individuals with disabilities.

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