



Course Syllabus

Course #: HSP 1100

Course Name: Food and Beverage Safety

Division: Business Technologies

Class Days:

Class Time:

Location: Classroom:

Laboratory:

Credit Hours: 3

Contact Hours: 3

Lab Hours: 0

Lecture Hours: 3

Instructor:

Office Location:

Phone:

Email Address:

Office Hours:

Division Office/Location: B 104

Division Fax: 419-334-9414

Full-time Contact Person:

Phone(s):

Course Description:

Students will be introduced to the essentials of food safety and sanitation. Major concepts include: food safety and sanitation management, hazards to food safety, factors that affect food-borne illness, following the food flow, the hazard analysis critical control point system, a safety assurance process, sanitizing operations, environmental sanitation and maintenance, accident prevention and crisis management, education and training, and food safety regulations.

Prerequisite(s):

None

Corequisite(s):

None

Entry Level Skills and Knowledge:

College-level reading, writing, and listening skills.

Required Texts, Supplies and Equipment:

THE HACCP FOOD SAFETY TRAINING MANUAL by Tara Paster
Copyright 2007.
Published by John Wiley and Sons, Inc.

Grading:

Five Tests @ 80 points = 400 points

360-400 points = A

320-359 points = B

280-319 points = C

240-279 points = D

0-239 points = F

Learning Outcomes:

General Education

Technical

Upon completion of the course and a careful reading of the textbook, the student should be able to do the following:

1. Explain the Codex Alimentarius Commission.
2. Identify the causes of most foodborne illnesses.
3. Apply FDA and USDA initiatives to your foodservice operation.
4. Explain the seven HACCP principles.
5. Identify the key points of HACCP.
6. Follow standard operating procedures for food safety.
7. Apply standard operating procedures for food defense in your operation.
8. Explain how to conduct a hazard analysis.
9. Identify three classifications of recipes.
10. Determine critical control points.
11. Apply correct critical limits.
12. Complete monitoring forms.
13. Determine effective corrective actions.
14. Explain the verification process.
15. Apply documentation and record keeping to your operation.

(The above objectives are from the textbook on page xii.)

Assessment of Student Learning:

This course may include a project that is one of several that will be used by faculty to assess student academic performance in the program. A panel of faculty will review all (projects or whatever assessment activity you are doing), then assess and summarize the academic performance of students at this point in the program. The results of this assessment will be shared among the department faculty, used to identify needed changes or improvements, and submitted to the Student Academic Assessment Committee as part of the College's overall student academic assessment effort.

Assessment Project and Measurement in course (if any):

Plan of Work:

Session	Date	Activities
1		Developing Prerequisite Programs, pp. 2-8
2		Understanding Food Safety, pp. 9-15
3		Common Foodborne Illnesses, pp. 16-20
4		Common Foodborne Illnesses, pp. 20-28 International Food Safety Icons, p. 29 Food Safety Match Game, p. 30
5		Responsibilities Related to Food Safety, pp. 31-36
6		Do Not Cross-Contaminate, pp. 37-41 Potentially Hazardous Foods: Time/Temperature Control for Safety of Food (PHF/TCS), pp. 42-49
7		Temperature Danger Zone (TDZ), pp. 50-53 Cook All Foods Thoroughly, pp. 54-57
8		Cold Holding and Hot Holding, pp. 58-59 Cooling Food, pp. 60-63 Wash, Rinse, Sanitize, pp. 64-66
9		Pest Control, p. 67 Serving Food and Operating Self-Service Bars, p. 68 Serving Food, pp. 68-69 Self-Service Areas, pp. 70-71
10		Prerequisite Programs Star Conclusion, p. 72 Are You a Food Safety “Superstar”?, pp. 73-74 Summary of Food Safety Standard Operating Procedures (SOPs), p. 75
11		TEST #1 (HACCP STAR POINT 1--PREREQUISITE PROGRAMS) OVER PAGES 1-98
12		Federal Action Taken to Protect Our Food, p. 100 Evolution of Food Defense, p. 100 Food Defense vs. Food Security vs. Food Safety vs. Hoaxes, pp. 101-102 Hoaxes, p. 103 Why is Food Defense Important?, pp. 103-112
13		Reality Check, p. 113
14		Training Employees in Food Defense, pp. 114-136
15		Are You a Food Defense “Superstar”?, pp. 137-140
16		TEST #2 (HACCP STAR POINT 2—FOOD DEFENSE) OVER PAGES 99-140
17		HACCP Introduction, p. 142 What is HACCP?, p. 142 Why is HACCP Important?, pp. 143-146
18		The HACCP Philosophy, pp. 147-148 Principle 1: Conduct a Hazard Analysis, p. 149 Biological Hazards, pp. 150-152 Chemical Hazards, pp. 153-155

Plan of Work: (Continued)

Session	Date	Activities
19		Physical Hazards, p. 156
20		Hazard Analysis: A Two-Stage Process, pp. 157-182
		Principle 2: Determine Critical Control Points, p. 183
		Critical Control Point Guidelines, p. 184
		Decision Trees to Determine Critical Control Points, pp. 184-192
21		TEST #3 (HACCP STAR POINT 3—CREATE A HACCP PLAN) OVER PAGES 141-192
22		Principle 3: Establish Critical Limits, pp. 194-195
		Examples of Time and Temperature Critical Limits, pp. 196-197
		Critical Limits: Minimum Internal Temperatures, p. 198
23		Principle 4: Establish Monitoring Procedures, p. 199
		How Do You Monitor?, pp. 199-204
		Principle 5: Identify Corrective Actions, p. 205
24		TEST #4 (HACCP STAR POINT 4—WORK THE PLAN) OVER PAGES 193-214
25		Principle 6: Verify That the System Works, pp. 216-229
26		Principle 7: Record Keeping and Documentation, pp. 230-232
		Sample Record-Keeping Charts, pp. 233-272
27		HAACP Principles Match Game, pp. 273-274
28		Are You a HACCP “Superstar”?, pp. 275-276
29		TEST #5 (HACCP STAR POINT 5—CHECKS AND BALANCES) OVER PAGES 215-276

Course Requirements:

1. Attend class regularly and be punctual.
2. Turn cell phones off BEFORE class.
3. Carefully read and study assigned pages BEFORE each class.
4. Listen respectfully during class and take good notes during the lectures.
5. Cooperate with the instructor's requests and with the fellow classmates.
6. There will be five tests; each test is worth 80 points.

Policies

Course Withdrawing: If for any reason you need to withdraw from this course, be certain that you do so according to College procedure. It is your responsibility to know and follow this procedure. If you simply stop coming to class, without officially withdrawing from the course, your grade is an automatic "F." Please follow official College procedure for withdrawing from this or any course.

College Academic Policies are located in the College Catalog. A copy of the current catalog may be picked up in any of the division offices or admissions. The list of college policies is also available online at <https://www.terra.edu/register/Collegecat/policies.asp>.

Support Services: The College offers a number of support services to assist in your success in this course and all courses. Among these services are the Writing & Math Center in B105, the Office of Learning Support Services, which coordinates the campus disability services and tutoring programs, the computer labs, and the computers in the atriums.

Any student who feels he/she may need an accommodation based on the documentation of a disability should contact the Office of Learning Support Services privately to discuss his/her specific issues. Please contact the OLSS at (419) 334-8400 X 208 or visit 100 Roy Klay Hall (Building A) to coordinate reasonable accommodations.

If you have a documented disability and are receiving academic accommodations through the Office of Learning Support Services, please schedule a meeting with your instructor in a timely manner so that we may discuss how these services will be arranged.

Tutoring services are available to students beginning the second week of every semester. Students requesting tutoring services should obtain a tutor request form from the OLSS in 100 Roy Klay Hall (Building A) or online at the Terra website. Please note that instructor verification and acceptance of the Student Learner Agreement is necessary for all tutoring requests. All requests should be submitted to 100 Roy Klay Hall (Building A).