

**ARKANSAS TECH UNIVERSITY
HOSPITALITY ADMINISTRATION AND CULINARY
MANAGEMENT
HA/CUL 1013 SANITATION SAFETY MT1
FALL 2014**



Hospitality Administration Mission Statement:

The mission of the Hospitality Administration Program is to provide quality education in hospitality administration, build a foundation for professional growth and development and encourage lifelong learning.

Program Learning Outcomes

At the conclusion of the program, students will be able to:

1. Exhibit professional hospitality administration knowledge, skills, and abilities.
2. Execute core management concepts in the areas of hospitality accounting, finance, human resources, marketing, operations, and technology.
3. Describe the fundamental principles of leadership and demonstrate successful leadership skills.
4. Utilize critical thinking, problem solving, written and oral communication, and investigative skills specific to hospitality administration.
5. Apply experiential learning experiences acquired through courses, work experience, and internship to become a successful professional.
6. Demonstrate best practices to meet ever changing guest needs and expectations.

Food and Beverage Management Emphasis Learning Outcomes

At the conclusion of the program, students will be able to:

1. Understand and analyze the function of food and beverage operations.
2. Manage the entire operation; coordinate and evaluate all aspects of food and beverage services.

Catalog Description: A survey of food service industry to include its history, various food service systems, organization and operations, and franchising. Emphasizes the aspects of sanitation. Upon passing Servsafe exam, results in certification from the Educational Foundation of the National Restaurant Association.

HA Course	HA Course Title	Learning Outcomes	Performance Measures
HA/CUL1013	Sanitation and Safety	<i>Identify and demonstrate</i> critical food safety handling practices and risk management associated with safe food handling and storage.	NRAEF Servsafe Certification,

Instructor: Susan West
Office and Hours: Williamson #106
Tuesday 9:00 AM - NOON
Thursday 9:00 AM -4:00 PM
Office Telephone: 479-356-6205
Email: swest7@atu.edu

Class Time: TUESDAYS 1-2:20 pm. **Location:** 205 Williamson **BLACKBOARD

Required Materials:

MYSERVSAFELAB FOR SERVS SAFE COURSEBOOK

Edition: 6THISBN: 9780133068146 By: NATIONAL RESTAURANT ASSOCIATION

SERVS SAFE MANAGER CERTIFICATION ONLINE EXAM VOUCHER

Edition: 6THISBN: 9780135026694 By: NATIONAL RESTAURANT ASSOCIATION

eText

Access to ServSafe Coursebook Edition by National Restaurant Association

Blackboard and

Pearson access through:

<http://www.pearsonmylabandmastering.com/northamerica/myservsafelab/>

Fall 2014 Section I

Evaluation and Grading: By the conclusion of this course, my hopes and goals for you are to better understand the principles of sanitation, cleaners and sanitary equipment in plant design and control of food processing operations. While there are lectures, it will be your responsibility to keep up with the readings. The intent of this course is to provide an understanding and overview of safe food practices that effect the hospitality industry.

▪ Grading Scale	90% and up	= A
	80% - 89%	= B
	70% - 79%	= C
	60% - 69%	= D
	59% and below	= F

Class Policies

Course Requirements

The following are course requirements for Sanitation:

- Completion of PostTests
- Practice Exam
- Completion of all assignments in a timely manner. I will NOT accept late assignments
- Completion of Review Questions and assignments
- Pass of 75% or higher for National ServSafe test

Accommodation Needs

Anyone who has special needs or considerations to assist in learning or test taking should speak with the instructor privately so that adjustments may be made. This should be done within the first two weeks of classes or as soon as the need arises. Students with special needs must register with the Disability Coordinator/University Testing Center at 479-968-0302.

Academic Honesty

Cheating will not be tolerated in this course.

Any student caught cheating or plagiarizing someone else's work on a test or assignment will be given an "F" for the work. Students may be asked to provide proof of original work if there is a question of cheating or plagiarism.

ATU Attendance Policy

"Regular class attendance is considered essential if students are to receive maximum benefit from any course. Control of class attendance is vested in the teacher, who has the responsibility of defining early in each course his/her standards and procedures. A student accumulating an excessive number of unjustifiable absences in a course may be dropped from the course by the instructor with a grade of "FE." A student who is dropped from three courses in a semester for unsatisfactory class attendance may be immediately suspended."

Source of Grades**Dynamic Study Modules**

Use the Dynamic Study Modules to review learning materials mapped to each chapter's learning objectives. You will assess your progress by completing the Posttest. The Post Tests schedule is attached. Total Points: 236

Practice Exam-This study will provide an example of what the NRA Test will cover. Total Points: 90

Assignments-I will also provide assignments on Blackboard and in class. Total Points: 150

Discussion and Review Questions

Questions designed to make you think about some of the important food safety concepts presented in the chapter. Total Points: 118

TOTAL POINTS FROM MyServSafeLab

Chapter	PostTest	Review
1	16	6
2	10	10
3	8	5
4	26	10
5	10	7
6	22	10
7	14	6
8	16	12
9	18	8
10	12	8
11	34	12
12	24	8
13	10	6
14	8	4
15	8	6
TOTAL POINTS	236	118

ScheduleSubject to change if needed****

Sept 2 nd	Welcome to Class-Instructions Lecture on Chapter 1-2-3-4 Chapter 1-2-3-4 REVIEW QUESTIONS DUE 9-8-14
Sept 9 th	Post Tests over Chapters 1-2-3-4 DUE ON BLACKBOARD Lecture on Chapters 5-6-7-8-9 Chapters 5-6-7-8-9 REVIEW QUESTIONS DUE 9-16-14
Sept 16 th	Post Tests over Chapters 5-6-7-8-9 DUE ON BLACKBOARD Lecture on Chapters 10-11-12 Chapters 10-11-12 REVIEW QUESTIONS DUE 9-15-14
Sept 23 rd	Post Tests overs Chapters 10-11-12 DUE ON BLACKBOARD Lecture on Chapters 13-14-15 Chapters 13-14-15 REVIEW QUESTIONS DUE 9-22-14
Sept 30 th	Post Tests over Chapters 13-14-15 DUE ON BLACKBOARD Review for NATIONAL EXAM Chapters 13-14-15 REVIEW QUESTIONS DUE 9-29-14
Oct 7 th	NRA NATIONAL EXAM-IF DO NOT PASS, will have 2 more opportunities to re-take throughout semester