

Syllabus Spring 2024

NFS 1034: Food Safety for Food Service

Modality, Meeting Pattern, Location:

This is an in-classroom class which meets one time per week (M) from 3:30 – 4:20 pm in room 315 L/L Commons.

Instructors Contact Information:

Professor: Dr. Todd Pritchard (aka “Dr. Todd”)
Office: 352 Marsh Life Sciences
Telephone: 656-0135
Email: Todd.Pritchard@uvm.edu
Office Hours: By Appointment. Send Email with request for meeting and we will find a time to either meet in person or to converse via a Team video conference.

Prerequisites:

There is no pre-requisite course for NFS034. Students who have taken NFS 153 and/or NFS 203 prior will find the materials a bit easier but they are not required. Students who have worked in the restaurant business will also have a good basis from which to discuss materials however, it too is not a requirement for the course.

General Education:

This course is a requirement for all students enrolled in the NFS Dietetics Concentration. Others may take the course as an elective credit.

Course Description:

This course utilizes the ServSafe materials prepared by the National Restaurant Association Education Foundation to prepare students for a national examination.

Course Objectives:

Upon completion of the course, students should be able to:

- 1) Understand the major factors involved with keeping food safe
- 2) Identify the obligations of a food service establishment manager
- 3) Evaluate a potentially dangerous situation and determine the major food borne illness factors that need to be addressed
- 4) Identify the major factors influencing the efficacy of sanitizing agents
- 5) Be prepared to take, and pass, a national test on keeping food safe

Modality Description/Outline:

This course is designated as an in person in the classroom setting. Students are expected to actively participate in the discussion of materials.

In the event that a student has a time conflict with another NFS major requirement course students will have the option of reading the materials and taking the quizzes independently. They will have to find a time to come in person for the national exam.

The course will utilize Blackboard as a means of taking quizzes, the distribution of Power Point materials related to lectures, and in some instances, the addition of videos that address the lecture materials.

Required Materials:

The required book for this course is the ServSafe Manager Book 7th ed. with the online voucher. (<https://www.servsafe.com/access/SS/Catalog/ProductDetail/ESV7>)

Students who purchase a used copy of the required book should plan on purchasing the required online voucher in order to take the ServSafe Certification Exam. (<https://www.servsafe.com/access/SS/Catalog/ProductDetail/SSONLINEX>)

Students will be required to visit Blackboard site to obtain Materials relevant to this course. Likewise, quizzes will be administered via Blackboard.

Required Platforms and Software:

The course will require students to have a Blackboard account as well as MS Team. Students are expected to complete quizzes and exams via Blackboard.

The online ServSafe Certification exam will require students to set up an account with ServSafe as well as have access to a computer in order to take the exam.

Attendance Policy and Classroom Expectations:

Attendance is not a requirement of your semester grade. That having been said, the prudent student will attend class to obtain the completeness of the nuances of the discussion of the materials as well as an opportunity to ask clarifying questions.

In the event that a student is required to isolate and/or quarantine due to COVID-19 (or any other such disease the University of Vermont deems a public health threat) students should continue to attend class via Team. They will also be expected to stay on top of the weekly quizzes.

“The [Green and Gold Promise](#) clearly articulates the expectations that UVM has for students, faculty, and staff to remain compliant with all COVID-19 recommendations from the federal CDC, the State of Vermont, and the City of Burlington. This include following all rules regarding facial coverings and social distancing when attending

class. If you do not follow these guidelines, I will ask you to leave the class. If you forget your mask, you cannot enter the class and should go back and retrieve your mask. [The Code of Student Conduct](#) outlines policies related to violations of the Green and Gold Promise. Sanctions for violations include fines, educational sanctions, parent notification, probation, and suspension.”

Grading Criteria:

Grading will include weekly quizzes as well as the ServSafe Certification Exam (SCE).

All quizzes and the ServSafe Certification Exam must be the sole work of the individual who is submitting them for evaluation. To be clear: You may not work with and/or communicate with, another individual(s) on your materials. To do so will be designated as cheating and will be sent to the appropriate UVM office for review.

Any individual who is determined to be cheating during the ServSafe Certification Exam will automatically trigger a hold for ALL individuals who are participating in the same exam session.

All quizzes will be administered via Blackboard and are time sensitive. Failure to meet a deadline for any reason will result in a “0” for the potential points.

All deadlines are based on Eastern Time Zone (i.e. local to Burlington, VT).

The materials will include 14 weekly quiz sections each of which is worth 25 points for a total of 350 points as well as the ServSafe Certification Exam.

Student semester grades will be determined one of two ways:

- 1) Students who fail the SCE will have their grade for the semester determined by calculating the total points obtained on quizzes and dividing that by 350.
- 2) If a student passes the SCE on the first attempt then they will receive an “A” for the course. NOTE: Passing the SCE is the ultimate goal of this course.

NOTE: The SCE requires students to obtain a score of at least 70% in order to receive the actual ServSafe Certificate. Those students who fail to meet this mark may take the exam a second time but will be required to buy another on-line voucher.

In the event that a student fails the SCE and opts to use their quiz grades for their semester grade,

averages will be calculated to the third decimal point and used to determine the grade using the scale noted below. (NOTE: There is no scaling or rounding of averages when determining end of the semester grades.)

A+ = 97 or greater

A	=	93.0 to 96.9X
A-	=	90.0 to 92.9X
B+	=	87.0 to 89.9X
B	=	83.0 to 86.9X
B-	=	80.0 to 82.9X
C+	=	77.0 to 79.9X
C	=	73.0 to 76.9X
C-	=	70.0 to 72.9X
D+	=	67.0 to 69.9X
D	=	63.0 to 66.9X
D-	=	60.0 to 62.9X
F	=	Less and 60.0

Recording Class Sessions:

“Our class sessions may/will be audio-visually recorded for students in the class to refer back to, and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the chat feature, which allows students to type questions and comments live.”

Course Evaluations:

All students are expected to complete an evaluation of the course at its conclusion. The evaluations will be anonymous and confidential, and that the information gained, including constructive criticisms, will be used to improve the course.

I do not see the evaluations until upwards to a month after courses are completed.

Intellectual Property Statement/Prohibition on Sharing Academic Materials:

Students are prohibited from publicly sharing or selling academic materials that they did not author (for example: class syllabus, outlines or class presentations authored by the professor, practice questions, text from the textbook or other copyrighted class materials, etc.); and students are prohibited from sharing assessments (for example homework or a take-home examination). Violations will be handled under UVM’s Intellectual Property policy and Code of Academic Integrity.

Tips for Success:

- Checklist for success in <https://learn.uvm.edu/about/support-for-students/checklist-online-credit-courses/>
- Academic support for online courses: <https://www.uvm.edu/academicsuccess/online-learning-student-resources-remote-instruction>
- 30-minute webinar on online learning success (Mar 2020): https://www.youtube.com/watch?v=Xp_MYsqQyvE

Helpful resources other than the professor (e.g., [Undergraduate/Graduate Writing Center](#), [Supplemental Instruction](#), [Learning Co-op tutors](#), supplemental course materials)

Student Learning Accommodations:

In keeping with University policy, any student with a documented disability interested in utilizing ADA accommodations should contact Student Accessibility Services (SAS), the office of Disability Services on campus for students. SAS works with students and faculty in an interactive process to explore reasonable and appropriate accommodations, which are communicated to faculty in an accommodation letter. All students are strongly recommended to discuss with their faculty the accommodations they plan to use in each course. Faculty who receive Letters of Accommodation with Disability Related Flexible accommodations will need to fill out the Disability Related Flexibility Agreement. Any questions from faculty or students on the agreement should be directed to the SAS specialist who is indicated on the letter.

Contact SAS:

A170 Living/Learning Center;
802-656-7753
access@uvm.edu
www.uvm.edu/access

Important UVM Policies

Religious Holidays:

Students have the right to practice the religion of their choice. If you need to miss class to observe a religious holiday, please submit the dates of your absence to me in writing by the end of the second full

week of classes. You will be permitted to make up work within a mutually agreed-upon time.

<https://www.uvm.edu/registrar/religious-holidays>

Academic Integrity:

The policy addresses plagiarism, fabrication, collusion, and cheating.

<https://www.uvm.edu/policies/student/acadintegrity.pdf>

Grade Appeals:

If you would like to contest a grade, please follow the procedures outlined in this policy:

<https://www.uvm.edu/policies/student/gradeappeals.pdf>

Grading:

For information on grading and GPA calculation, go to <https://www.uvm.edu/registrar/grades>

Code of Student Conduct:

<http://www.uvm.edu/policies/student/studentcode.pdf>

FERPA Rights Disclosure:

The purpose of this policy is to communicate the rights of students regarding access to, and privacy of their student educational records as provided for in the Family Educational Rights and Privacy Act (FERPA) of 1974.

<http://catalogue.uvm.edu/undergraduate/academicinfo/ferparightsdisclosure/>

Promoting Health & Safety:

Center for Health and Wellbeing:

<https://www.uvm.edu/health>

Counseling & Psychiatry Services (CAPS)

Phone: (802) 656-3340

C.A.R.E. If you are concerned about a UVM community member or are concerned about a specific event, we encourage you to contact the Dean of Students Office (802-656-3380). If you would like to remain anonymous, you can report your concerns online by visiting the Dean of Students website at

<https://www.uvm.edu/studentaffairs>

Final Exam Policy:

The University final exam policy outlines expectations during final exams and explains timing and process of examination period. <https://www.uvm.edu/registrar/final-exams>

Alcohol and Cannabis Statement:

The Division of Student Affairs has offered the following statement on alcohol and cannabis use **that faculty may choose to include, or modify for inclusion**, in their syllabus or Blackboard site:

Statement on Alcohol and Cannabis in the Academic Environment

As a faculty member, I want you to get the most you can out of this course. You play a crucial role in your education and in your readiness to learn and fully engage with the course material. It is important to note that alcohol and cannabis have no place in an academic environment. They can seriously impair your ability to learn and retain information not only in the moment you may be using, but up to 48 hours or more afterwards. In addition, alcohol and cannabis can:

- Cause issues with attention, memory and concentration
- Negatively impact the quality of how information is processed and ultimately stored
- Affect sleep patterns, which interferes with long-term memory formation

It is my expectation that you will do everything you can to optimize your learning and to fully participate in this course.