

# Reedley College

## Proposed Course Modification

**Course # / Title**      **FN 20 Sanitation, Safety and Equipment for Food Service**

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### CHECK OFF SHEET

**PRELIMINARY STEPS.** Do before completing Course Modification Form.

**(EACH BOX SHOULD BE CHECKED AS COMPLETED BEFORE SUBMISSION.)**

1. Communicate with the Curriculum Chair regarding intent to modify an existing course outline (recommended, not required).
2. List term for implementation of modifications:  
       Fall \_\_\_\_\_  Spring 2010       Summer \_\_\_\_\_
3. Check one:  
Do not complete Fresno City College course alignment page if:  
  X   No similar course or program at FCC.  
\_\_\_\_\_ Course currently in common with FCC course or accepted in lieu of and changes will not affect status.

Complete Fresno City College course alignment page if:

\_\_\_\_\_ Course currently in common with FCC course or accepted in lieu of. Changes may affect status. Consult with counterparts at FCC and complete alignment page

\_\_\_\_\_ Course not in common or accepted in lieu of but may be with proposed changes consult with FCC counterparts

4. Changes sought in the following:

CSU General Education Code  
Transfer Baccalaureate List

Yes \_\_\_\_\_ No \_\_\_\_\_  
Yes \_\_\_\_\_ No \_\_\_\_\_

If yes to either, schedule an appointment with the Articulation Officer

5. Changes sought in number of repeats for credit:

\_\_\_\_\_ Yes  
\_\_\_\_\_ No

If yes, secure a **Course Repetition** form from the Curriculum Office.

### PROPOSED COURSE MODIFICATION FORM

- Appropriate sections of Course Outline of Record completed.

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**FINAL** steps (Do after completing Course Outline of Record)

1. Signature Form. Secure signatures of the Department Chair and the Associate Dean before submitting the completed course proposal to the Curriculum Office.
2. Program Description. Course modification will change an existing program which is or will be described in the college catalogue.

\_\_\_\_\_ Yes      \_\_\_\_\_ No

If yes, complete **Program Description Form** before submitting modification.

3. Final Check. All items above have been completed and checked off before modification is submitted.

**Reedley College  
PROPOSED COURSE MODIFICATION**

All changes and modifications in the official course outline must come to the Curriculum Committee. Though minor changes may seem obvious, even these need to come to committee for information and to update the official curriculum. Changes in programs or in several department offerings should be submitted together if possible so that the whole picture is clear.

**OUTLINE. Please fill in current existing course number, title, and units for course to be modified.**

Department Food and Nutrition Course No. FN 20  
 Course Title Sanitation, Safety and Equipment for Food Service Units 2  
 Effective Date Spring 2010

**A. PROPOSED CHANGES.  
(Indicate below all proposed changes to be made in the course outline.)**

**I. Cover Page**

- |  |   |
|--|---|
| <input type="checkbox"/> 1. Course ID  | <input type="checkbox"/> 8. Classification (Degree applicable, Non-degree applicable, or Pre-collegiate Basic skills) |
| <input type="checkbox"/> 2. Course Title   | <input type="checkbox"/> 9. General Education Pattern, Graduation Requirement, and Major Category                     |
| <input type="checkbox"/> 3. Units  | <input type="checkbox"/> 10. General Education Pattern/Baccalaureate (CSU)  |
| <input type="checkbox"/> 4. Lecture/Lab Hours                                      | <input type="checkbox"/> 11. Repeatability  |
| <input type="checkbox"/> 5. Grading Basis  | <input type="checkbox"/> 12. Catalog Description  |
| <input type="checkbox"/> 6. Entrance Skills: Basic Skills Prerequisites/Advisories |   |
| <input type="checkbox"/> 7. Subject Prerequisites/Corequisites/Advisories          |   |

**Other pages**

- |  |   |
|--|---|
| <input type="checkbox"/> II. Course Outcomes             | <input type="checkbox"/> VI. Methods of Grading                             |
| <input type="checkbox"/> III. Course Objectives          | <input checked="" type="checkbox"/> VII. Levels of Educational Materials    |
| <input type="checkbox"/> IV. Course Content Outline      | <b>Additional Pages (optional depending on course)</b>                      |
| <input checked="" type="checkbox"/> V. Approved Readings | <input type="checkbox"/> Request for Repeatability/Limitation on Enrollment |

**B. DESCRIPTION OF CHANGES AND MODIFICATIONS.**

ITEM NO.	CHANGED FROM	CHANGED TO	REASON
V	Old Edition	New Edition	
VII	Old Edition	New Edition	

*(Additional sheets may be attached if necessary.)*

**C. EXPLANATIONS.** If course modification results in changes in the program which will require use of the program description form, please give rationale.

**Please attach the complete outline before modifications to this form. If only the first page of the outline is being modified, also attach the new first page. If other pages of the outline are being modified, please attach the complete new outline.**

# SIGNATURE FORM

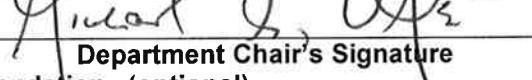
*Submission/Recommendation/Action*


Course Department and Number: FN 20

Course Title: Sanitation, Safety and Equipment for Food Service

Effective Date: Spring 2010

1. Submitted By: Alan B. Avakian  Date: 3/20/09

2. Reviewed by Department:  Date: 3/20/09  
Department Chair's Signature  
Attach department recommendation. (optional)

3. Received/Reviewed by Dean of Instruction:  Date: 3/20/09  
Dean's Signature

4. Approved by Curriculum Committee on: \_\_\_\_\_  
Date

\_\_\_\_\_  
Curriculum Committee Chair Date

\_\_\_\_\_  
Vice President of Instruction Date

5. Reviewed by Articulation Officer: \_\_\_\_\_  
Date:

CSU GE Code submitted for articulation: \_\_\_\_\_



state requirement for food safety certification.

## II. COURSE OUTCOMES:

*(Specify the learning skills the student demonstrates through completing the course and link critical thinking skills to specific course content and objectives.)*

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

- A. Apply the operational structures and the basic principles in the food sanitation and health arena of the hospitality industry to student's career and personal needs.
- B. Use inductive and deductive methods of reasoning to analyze and to make generalizations and reach conclusions in examinations and abstracts of field studies.
- C. Distinguish concepts of food sanitation and health articulately with the appropriate nomenclature.
- D. Apply principles and practices in food sanitation and health in writing business reports similar to executive summaries.

## III. COURSE OBJECTIVES:

*(Specify major objectives in terms of the observable knowledge and/or skills to be attained.)*

In the process of completing this course, students will:

A. Sanitation:

1. Describe food-borne illnesses caused by microorganisms;
2. Explain the basic concepts to prevent food-borne illness in a food service system;
3. Identify the strict standards of sanitation when working in a food production kitchen;
4. Analyze sanitation standards and apply to purchasing, receiving, and storage of food and supplies;

B. Identify the basic concepts of fire safety and accident prevention in food services production.

C. Describe the basic concepts of sanitization.

**IV. COURSE OUTLINE:**

A. Sanitation and health

1. Providing sanitation and maintaining health
2. The microworld
3. Contamination and food borne illness

B. Serving sanitary food

1. Purchasing and receiving safe food
2. Keeping food safe in storage
3. Protecting food in preparation and serving
4. The safe food handler

C. The sanitary and safe food environment

1. Sanitary facilities and equipment
2. Cleaning and sanitizing
3. Organizing a cleaning program
4. Pest control
5. Accident prevention and action for emergencies

D. Managing a sanitary and safe food service

1. Employee sanitation training
2. Dealing with sanitation and safety regulation and standards
3. California Uniform Retail Food Facilities Law
4. County Health Department Food Facility Report
5. Controlling, supervising, monitoring, and evaluating sanitary and safe food service

E. Assembly Bill 1978 certification requirements and examination – food safety certificate

**V. APPROPRIATE READINGS**

*Reading assignments may include but are not limited to the following:*

A. Sample Text Title:

Applied Food Services Sanitation BA Certification Course Book, National Institute for the Food Service Industry, current edition

B. Other Readings

Essentials of Food Safety and Sanitation Mc Swane Rue, & Linton Prentice Hall 2004 4<sup>th</sup> ed

Global or international materials or concepts are appropriately included in this course

Multicultural materials and concepts are appropriately included in this course

If either line is checked, write a paragraph indicating specifically how global/international and/or multicultural materials and concepts relate to content outline and/or readings.

**VI. METHODS TO MEASURE STUDENT ACHIEVEMENT AND DETERMINE GRADES:**

Students in this course will be graded in at least one of the following four categories. Please check those appropriate. A degree applicable course must have a minimum of one response in category A, B, or C.

A. Writing	
Check either 1 or 2 below	
<input checked="" type="checkbox"/>	1. Substantial writing assignments are required. Check the appropriate boxes below and provide a written description in the space provided.
<input type="checkbox"/>	2. Substantial writing assignments are NOT required. If this box is checked leave this section blank. For degree applicable courses you must complete category B and/or C.
<input checked="" type="checkbox"/>	a) essay exam(s)
<input checked="" type="checkbox"/>	d) written homework
<input type="checkbox"/>	b) term or other paper(s)
<input checked="" type="checkbox"/>	e) reading reports
<input type="checkbox"/>	c) laboratory report(s)
<input type="checkbox"/>	f) other (specify)

*Required assignments may include but are not limited to the following:*

1. Essay examinations require the application of food safety concepts.

**B. Problem Solving**

1. Computational or non-computational problem-solving demonstrations, including:

<input checked="" type="checkbox"/>	a) exam(s)	<input type="checkbox"/>	d) laboratory reports
<input type="checkbox"/>	b) quizzes	<input checked="" type="checkbox"/>	e) field work
<input type="checkbox"/>	c) homework problems	<input type="checkbox"/>	f) other (specify):

*Required assignments may include but are not limited to the following:*

1. Field studies require the student to apply food safety concepts in a written report.

**C. Skill demonstrations, including:**

<input type="checkbox"/>	a) class performance(s)	<input type="checkbox"/>	c) performance exams(s)
<input type="checkbox"/>	b) field work	<input type="checkbox"/>	d) other (specify)

*Required assignments may include but are not limited to the following:***D. Objective examinations including:**

<input checked="" type="checkbox"/>	a) multiple choice	<input type="checkbox"/>	d) completion
<input type="checkbox"/>	b) true/false	<input type="checkbox"/>	e) other (specify):
<input type="checkbox"/>	c) matching items	<input type="checkbox"/>	

**COURSE GRADE DETERMINATION:**

Description/Explanation: Based on the categories checked in A-D, it is the recommendation of the department that the instructor's grading methods fall within the following departmental guidelines; however, the final method of grading is still at the discretion of the individual instructor. The instructor's syllabus must reflect the criteria by which the student's grade has been determined. (A minimum of five (5) grades must be recorded on the final roster.)

If several methods to measure student achievement are used, indicate here the approximate weight or percentage each has in determining student final grades.

Exams for course (4)	60%
Exam for certificate	20%
Reading and field studies written report	<u>20%</u>
	100%

**VII. EDUCATIONAL MATERIALS**

For degree applicable courses, the adopted texts, as listed in the college bookstore or instructor-prepared materials have been certified to contain college-level materials.

Validation Language Level (check where applicable):

College-Level Criteria



	Met	
	YES	NO
Textbook	<u>  x  </u>	<u>      </u>
Reference materials	<u>  x  </u>	<u>      </u>
Instructor-prepared materials	<u>      </u>	<u>      </u>
Audio-visual materials	<u>      </u>	<u>      </u>

Indicate Method of evaluation:

- Used readability formulae (grade level 10 or higher)
- Text is used in a college-level course   x
- Used grading provided by publisher
- Other: (please explain; relate to Skills Levels)

*Computation Level* (Eligible for MATH 101 level or higher where applicable)   x         

Content

Breadth of ideas covered clearly meets college-level learning objectives of this course   x         

Presentation of content and/or exercises/projects:

Requires independent thought and study   x         

Applies transferring knowledge and skills appropriately and efficiently to new situations or problems.   x         

List of Reading/Educational Materials

Applied Food Services Sanitation BA Certification Course Book, National Institute for the Food Service Industry, current edition  
 References: Books and trade journals

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Comments:

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