CHEF 1305
Sanitation and Safety

Instructor: Swee Goh
Phone: 
Office: 
Office Hours: As posted.
E-mail: shgoh@dcccd.edu
Class Days/Hours: T-3:00P-5:50P/ W-1:00P-3:50P Room: C 165 Lec / C 150 Lab
Business and Public Services Division Office: M-1100 Phone: 214-860-2202
Kitchen Phone: 214-860-2217

Course Description:

The CHEF 1305 course is a part of a certification program prepares students to assume entry –level management positions in the dining rooms of hotels, restaurants, clubs, coffee shops and other types of food service operations. Credits earned may be applied toward an Associate of Applied Science in Food and Hospitality Services or Associate of Applied science in Culinary Arts

The CHEF 1305 course is designed as an introductory level course to introduce the study of personal cleanliness; sanitary practices in food preparation; causes, investigation, control of illness caused by food contamination (Hazard Analysis Critical Control Points); and work place safety standards

This is a 3 credit and 1 lab hour course (3Lec 1 lab.)

WECM End of Course Outcomes:

- Identify causes of and prevention procedures for food-borne illness, intoxication, and infection;
- Demonstrate good personal hygiene and safe food handling procedures; describe food storage and refrigeration techniques;
- Explain sanitation of dishes, equipment, and kitchens including cleaning material, garbage, and refuse disposal
- Discuss Occupational Safety and Health Administration (OSHA) requirements and effective workplace safety programs.

Student Learning Outcomes:

- As a result of participating in this CHEF 1305 course, the student will be able to
- Identify and explain the principles of food safety and sanitation
• Identify the five diseases that should result in the employee’s exclusion from the operation, their characteristics, causes and prevention.
• Develop a HACCP plan.
• Calibrate a thermometer
• Demonstrate proper lifting techniques.
• Successfully complete the National Restaurant Association ServSafe exam.

**Required Course Materials:**


A student of El Centro College is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.  **THECB TAC Rule 4.218 (c)**

**Optional Course Materials:**

*Essentials of Food Safety and Sanitation* McSwane, D., Rue, N., Linton, R.

*Essentials of Food Sanitation* Marriott, G., Norman, G.

*Serve Safe Essentials Course Book* Educational Foundation, NRA.

**Subject Matter:**

• Providing Safe Food
• The Microworld: Contamination, Food Allergens and Foodborne Illnesses
• Safe Food Handler
• The Flow of Food: Purchasing and Receiving; Storage and Preparation;  Service
• Principles of HACCP
• Sanitary Facilities and Equipment
• Cleaning and Sanitizing
• Integrated Pest Management
• Food Safety Regulation
• Employee Training
• Fire Safety
• Accident Prevention and Action for Emergencies
• City Ordinances

**Method of Evaluation:**

Quizzes, midterm and a final exam will evaluate the students understanding of the Sanitation and Safety of the food and Hospitality Industry.

**Disclaimer**

The provisions contained in this syllabus do not constitute a contract between the student and El Centro College. These provisions may be changed at the discretion of the Coordinator/Instructor. When necessary, appropriate notice of such changes will be given to the student.
The instructor-of-record may provide additional information to enhance the course to meet the needs of the enrolled students, provided that the enhancements do not conflict with the official course syllabus.

**DCCCD OIE Faculty Syllabi Statement**

The Office of Institutional Equity, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and implementing compliance policies and procedures. The Institutional Equity and Compliance Officer and the Office of Institutional Equity will ensure compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion.

**Students with Disabilities:**
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please request that the DSO send your accommodation letter to me as soon as possible (students are encouraged to contact DSO at the beginning of the semester). For more information regarding the College Disability Services Office, please visit the Student Services website: dcccd.edu/DSO Offices or contact DCCCD Office of Institutional Equity at (214) 378-1633.

**College Disability Services Offices**

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<thead>
<tr>
<th>College</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Brookhaven</td>
<td>972-860-4673</td>
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<td>Cedar Valley</td>
<td>972-860-8119</td>
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<tr>
<td>Eastfield</td>
<td>972-860-8348</td>
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<td>El Centro</td>
<td>214-860-2411</td>
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<tr>
<td>Mountain View</td>
<td>214-860-8677</td>
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<td>North Lake</td>
<td>972-273-3165</td>
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<td>Richland</td>
<td>972-238-6180</td>
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**A Note on Harassment, Discrimination and Sexual Misconduct**

We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence, stalking), retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity, and/or gender expression, please contact your College Title IX Coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students, and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If students wish to keep the information confidential, please contact the college Counseling or Student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the College Title IX Coordinator or District Title IX Coordinator. The Title IX Coordinator will contact the student and determine if further investigation is needed. For more information about policies, resources or reporting options, please contact your college Title IX Coordinator or visit www.dcccd.edu/titleIX.

**College Title IX Coordinators**
Brookhaven          Terri Edrich     TitleIX-BHC@dcccd.edu     972-860-4825
Cedar Valley       Grenna Rollings  TitleIX-CVC@dcccd.edu     972-860-8181
Eastfield          Rachel Wolf      TitleIX-EFC@dcccd.edu     972-860-7358
El Centro          Shanee’ Moore    TitleIX-ECC@dcccd.edu     214-860-2138
Mountain View      Regina Garner    TitleIX-MVC@dcccd.edu     214-860-8561
North Lake         Kent Seaver      TitleIX-NLC@dcccd.edu     972-273-3430
Richland           Bill Dial        TitleIX-RLC@dcccd.edu     972-238-6386
Dallas Colleges Online  Le’Kendra Higgs  TitleIX-LEC@dcccd.edu     972-669-6672

District Title IX Coordinator
Office of Institutional Equity  LaShawn Grant      TitleIX-District@dcccd.edu     214-378-1633

Policies

Students should click on the links below and read all of these policies.

General institutional policies:
www.elcentrocollege.edu/syllabipolicies
Course-related institutional policies
http://www.elcentrocollege.edu/admissions/schedule/syllabus/Course-Related-Policies.pdf