

## Common Course Syllabus

Fall/Spring 2025-2026

**Department:** Culinary Arts

**Discipline:**

**Course Number:** CHEF 1305

**Course Title:** Sanitation and Safety

**Credit:** 3 **Lecture:** 3 **Lab:** 0

Does this course satisfy a core curriculum requirement? No

**Prerequisites:** None

**Available Formats:** Conventional, INET, ITV

**Campuses:** Levelland, Reese, Lubbock Center, Plainview, and Dual Credit Campuses

**Textbook:** ServSafe Manager, 8th Edition

**Course Specific Instructions:** Internet – go to Blackboard. Each instructor will attach his/her course specific instructions.

**Course Description:**

This course builds on knowledge from Introduction to Culinary Arts, providing students with hands-on experiences in food preparation, safety and sanitation, nutrition, and career readiness. Students will develop skills that can be applied in both personal and professional settings. As part of the curriculum, students will prepare for and have the opportunity to obtain the **ServSafe Manager Certification**.

**Course Purpose/Rationale/Goal:** The **ServSafe Manager Certification** is designed to verify that students understand essential food safety principles and can apply them in real-world foodservice environments. It ensures students know how to prevent foodborne illnesses, follow proper sanitation practices, and meet industry standards required by law in many states.

**Course Requirements:** To maximize the potential to complete this course, a student should attend all class meetings and/or login to internet courses at least twice weekly. In addition, satisfactorily complete all homework assignments and examinations in a timely manner, and satisfactorily complete all other projects or papers as assigned in the course-specific instructions.

**Course Evaluation:** See the instructor's course information sheet for specific items used in evaluating student performance.

**Attendance Policy:** Whenever absences become excessive and in the specific instructor's opinion, minimum course objectives cannot be met due to absences, the student may be withdrawn from the course. Each instructor will have additional information about attendance on his/her course information sheet.

## Student Learning Outcomes (SLOs)/Competencies:

Upon successful completion of this course, students will have earned the ServSafe Manager's certification.

### **Core Objectives addressed:**

- Communication skills-** to include effective written, oral and visual communication.
- Critical thinking skills-** to include creative thinking, innovation, inquiry and analysis, evaluation and synthesis of information.
- Empirical and Quantitative skills-** to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
- Social Responsibility-** to include the demonstrated intercultural knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national and global communities.

**Disability Accommodations:** While it is the faculty's responsibility to ensure that the learning environment is accessible, students must request accommodations. Faculty must include the following statements on their syllabus, which directs students with disabilities to the Disability Services Office. SPC Standard Disability Statement Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. Processing time could take up to 30 days once paperwork has been submitted. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-7162577, Reese Center (Building 8) & Lubbock Center 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

**Non-Discrimination Statement** South Plains College does not discriminate on the basis of race, color, religion (creed), gender, gender expression, marital status, sexual orientation, military status, national origin, sex, disability or age in its programs and activities. All SPC courses meet federal regulations under Title II of the ADA, Sections 504 of the Rehabilitation Act of 1973. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College -1401 College Avenue, Box 5, Levelland, TX 79336, 806716-2360.

**Title IX Pregnancy Statement** If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations.

**Academic Integrity:** You are expected to do your own work. You may not work with another person to complete your assignments, discussions, or when taking your exams. You may not copy another student's work and present it as your own. You may not allow another student to copy your work. Complete honesty is required of the

student in the presentation of any and all phases of course work. If the instructor determines an assignment to be plagiarized, the result can range from a zero for that assignment to failure of the course. The result will be determined by the instructor. See SPC College Catalog for additional information.

**Equal Opportunity:** South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, religion, gender, disability or age. In short, “Bigotry will not be tolerated.” (Student Guide)

## Instructor's Course Information: Khris Oaks

**Course Information:** CHEF 1305

**Office Hours:** Monday to Friday 3:14-4:02

**Email Address:** koaks@southplainscollege.edu

**Course Websites:** Blackboard (southplainscollege.blackboard.com)

### **Classroom Policies:**

- **Respect for Fellow Students:** All students will maintain respect for fellow classmates' personal beliefs, values, morals and life situations. Insensitivity concerning race, religion, sex/gender, sexual orientation, mental/physical disability, psychological disorders, age, or socio-economic status (family situation) will not be tolerated.
- **Electronic Devices:** The **use of cell phones** is not permitted in the classroom; they should be silenced and put away while in the classroom. Devices used for note-taking are permitted, but should be used responsibly and should not create distractions for you or others.
- **Tardiness:** Please do your best to manage your time well and be on time to class. If you are tardy, please enter the room *quietly* and take a seat as close to the door as you can get. Being late to class is disruptive to your fellow classmates.
- **Disruptive Behavior:** "Failure to comply with lawful directions of a classroom teacher relative to maintaining good order is considered misconduct on the part of the student. Disruptive behavior will be handled in compliance with the Levelland High School and LISD code of conduct. "Repeated violations of disrupting a class will result in the student being dropped from the course."
  - **Attendance & Administrative Drop Policy:** Attendance will be taken during each class session. Students will be responsible for material presented and discussed in class. Due to South Plains College attendance policies, any student who fails to attend 5 classes during the semester or fails to complete two major grades **may** be dropped from the course with 'X'.

**Late Work and Missed Work:** The work is due on the dates assigned and will have late penalties (10 points per day) if that date is missed. You cannot wait till the end of the semester to do the work.

### **Text Book:**

**ServSafe Manager, 8th edition**

**Grading Policy and Method of Evaluation:** It is possible to earn up to 960 points in this course, as follows:

Description	Possible Points
15 Chapter Assignments @ 100 points	1500
2 Projects @100 points	200
16 Exams @ 100 points	1600

Final Grades will be determined by calculating the total number of points earned by you this year. These points are percentages of the scores in the previous chart.

A=90% of 3300, which is 2970 to 3300

B=80% of 960, which is 2640 to 2969

C=70% of 960, which is 2310 to 2639

D=60% of 960, which is 1980 to 2309

F=less than 60% below 1979

