Course Syllabus
DIE4125-2498(12550) - Food Systems Management

Course Syllabus

DIE 4125 FOOD SYSTEMS MANAGEMENT (Lecture)

Course Outline and Syllabus

Fall 2023

<mark>*"We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity."*</mark>

Instructor:	Beth T. Gankofskie, Ph.D., M.S., R.D/N
Office:	Building 120 (Taste Panel building) Suite 104E
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Office hours:

Wednesday 2:00 –3:00 by appointment; schedule appointment gankofskie@ufl.edu

Additional time will be available through appointment.

Teaching Assistant: Aliya McLean *email*: **aliyahmclean@ufl.edu**

TA Office Hours: Email to schedule appointment with TA

Class Meetings: In Person

Location: MCCA 2196

Occasionally it may take place via Zoom:
Join Zoom Meeting link
https://ufl.zoom.us/j/96066538602?pwd=eElLa0JaNDEzUkNKbk5CeXNyZmdxdz09

Tuesday, 11:45 –1:40

Thursday, 12:50-1:40

Required Text: National Restaurant Association (Food Code 2015/17). *ServSafe Manager.*7th Edition. This text is shared between lecture and lab.

Required Exam: ServSafe Certification Exam costs $40.00 administered in class.

Suggested text as needed:

ISBN:9781284164879, 128416487X
Published:August 23, 2021
Publisher:Jones & Bartlett Learning
Author:Karen Eich Drummond, Mary Cooley, Thomas J. Cooley
Reference Text: Gregoire, MB. Foodservice Organizations: A Managerial and Systems Approach (9th edition) Great preparation for DI's and the CDR registration exam.

Prerequisite: FOS3042   Introduction to Food Science

Co-Requisite: DIE4125L Food Systems Management Lab

Other Requirements: Access to:

1. WWW and UF E-Learning: Canvas
2. Power Point
3. Academy of Nutrition and Dietetics membership (to access *JAND* articles)

 **DIE4125 uses UF Canvas for weekly postings of Power Point slides, announcements, grade posting and other information. If you are not familiar with UF E-Learning, you should review the website - http://lss.at.ufl.edu (Links to an external site.) (Links to an external site.)

   Note: the instructor reserves the right to make changes to syllabus as needed. Students will be informed of changes to assure timely updates.

Course Description: The management of human resources, food, equipment and facilities to provide a quality product and service to customers is an integral component in dietetic education. As the "food and nutrition" expert, the dietitian is responsible for the planning, organizing, leading, staffing and controlling in the foodservice or clinical nutrition management area. Management and leadership are two key skills required for effective dietetic practice.

Course Objectives: By the end of the semester, the students will be able to:

1. KRDN 1: Demonstrate how to locate, interpret, evaluate and use professional literature to make ethical and evidence-based decisions. (measured with Literature Review).
2. KRDN 1.2: Use current information technologies to locate and apply evidence-based guidelines and protocols. (measured with nutritional analysis assignment).
3. KRDN 1.3: Apply critical thinking skills. (measured by the success of the production schedule project and/or the lab report project)
4. KRDN 2.3: Assess the impact of a public policy position on nutrition and dietetics practice. (measured by the federally sponsored food program menu project).
5. KRDN 2.4: Discuss the impact of healthcare policy and different healthcare delivery systems on food and nutrition services (measured through the quiz on meal delivery systems).
6. KRDN 2.8: Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others. (measured using the equipment demonstration by requiring students to mentor others on use of the equipment).
7. KRDN 3.1: Use the Case Study- to make decisions, identify nutrition-related problems and determine and evaluate nutrition intervention as a FSM RDN.
8. KRDN 3.2: Develop an educational session or program/educational strategy. (measured with the large equipment demonstration-peer reviewed).
9. KRDN 3.4: Explain the process involved in delivery of quality food and nutrition services. (measured by quiz on food delivery systems).
10. KRDN 4.1: Apply management theories to the development of programs and services. (measured through the theme meal/special event project, including but not limited to HR, time management, procurement, cost control, portion size).
11. KRDN 4.2: Evaluate a budget and interpret financial data. (Case Study on budget).
12. KRDN 4.4: Apply human resource management to different situations. (measured with an HR Case study).
13. KRDN 4.5: Describe safety principles related to food, personnel and customers. (measured by passing ServSafe exam).
14. KRDN 4.6: Analyze data for assessment and evaluate data to be used in decision-making for continuous quality improvement. (measure in reflection and assessment assignment after completing the team theme meal project).
15. Apply the systems approach to a foodservice operation.
16. Work effectively as a team member.

Academic Learning Compacts:

The University of Florida has mandated that each major will have an academic learning compact that describes the communication, critical thinking and knowledge for each student after program completion. You can read more about them on the website [https://catalog.ufl.edu/ugrad/current/agriculture/alc/food-science-and-human-nutrition-dietetics.aspx (Links to an external site.) (Links to an external site.)](https://catalog.ufl.edu/ugrad/current/agriculture/alc/food-science-and-human-nutrition-dietetics.aspx) .

Academic Learning Compacts relevant to this course include:

1. Apply management and business theories and principles to the development, marketing and delivery of programs and services.
2. Develop outcome measures, use informatics principles and technology to collect and analyze data for assessment and evaluate data for use in decision-making.

This learning outcome will be assessed through exam questions and case studies.

It is assumed all work will be completed independently unless the assignment is defined as a group project, in writing by the instructor. This policy will be vigorously upheld throughout this course.

Software Use:

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

Grades and Grade Points

For information on current UF policies for assigning grade points, see [https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx (Links to an external site.) (Links to an external site.)](https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx)

Absences and Make-Up Work

Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at: [https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx (Links to an external site.) (Links to an external site.)](https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx).

Academic Honesty

As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: *"We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity."* You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied: "*On my honor, I have neither given nor received unauthorized aid in doing this assignment*."

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: [http://www.dso.ufl.edu/SCCR/honorcodes/honorcode.php (Links to an external site.) (Links to an external site.)](http://www.dso.ufl.edu/SCCR/honorcodes/honorcode.php).

Campus Helping Resources

Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal

problems or lacking clear career or academic goals, which interfere with their academic performance.

Health and Wellness

U Matter, We Care: If you or someone you know is in distress, please contact [umatter@ufl.edu,](mailto:umatter@ufl.edu) 352-392-1575, or visit [U Matter, We Care website (Links to an external site.)](#) to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: [Visit the Counseling and Wellness Center website (Links to an external site.)](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.

Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website (Links to an external site.)](#).

University Police Department: [Visit UF Police Department website (Links to an external site.)](#) or call 352-392-1111 (or 9-1-1 for emergencies).

UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road,

Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website (Links to an external site.)](#)

E-learning technical support: Contact the [UF Computing Help Desk (Links to an external site.)](#)at 352-392-4357 or via e-mail at [helpdesk@ufl.edu.](mailto:helpdesk@ufl.edu)

Career Connections Center (Links to an external site.): Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

Library Support (Links to an external site.): Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center (Links to an external site.): Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

Writing Studio: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints On-Campus: Visit the Student Honor Code and Student Conduct Code webpage for more information (Links to an external site.).

On-Line Students Complaints: View the Distance Learning Student Complaint Process (Links to an external site.).
University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575, **counseling.ufl.edu/cwc/** (Links to an external site.) (Links to an external site.)

 Career Connections Center, First Floor JWRU, 392-1601,   https://career.ufl.edu/

Services for Students with Disabilities

The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic

accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

 Contact: 352-392-8565, **www.dso.ufl.edu/drc/ (Links to an external site.)** (Links to an external site.)

Other Information: Lecture material and information are the property of the University of Florida and the course instructor and may not be used for any commercial purpose. Students found in violation may be subject to disciplinary action under the University's Student Conduct Code. Only students formally registered for the course are permitted to attend lectures and take quizzes/tests.

DPD Policy:

- *Attendance is required for all DIE courses. Attendance will be taken at the beginning of each class. Excused absence will only be granted for the following reasons:*
    - *Death in the family as documented by a dated obituary.*
    - *Illness or hospitalization as documented by a physician's note related to that illness (vague notes such as "was seen" are not acceptable).*
    - *Religious holiday as documented by a written statement to the professor before the holiday.*
    - *Professional/graduate school interviews with documentation of interview letter and travel arrangements.*
    - *Accident as documented by a copy of the police report.*

Only students with excused absences will be allowed to make up the original work or suitable alternative if an exam or in-class assignment is missed. Absence from class will result in (penalty as determined by faculty member) unless there are unavoidable extenuating circumstances subject to the faculty member's discretion that can be documented to the faculty member's satisfaction.

- *Tardiness is unacceptable in the workplace and is also not appropriate in the classroom. It shows disrespect for the professor, other students in the class and the course content. Students who are tardy (as defined by the professor in each class) will be penalized according to the policy established for that class.* (DPD Student Handbook 2013 at [http://fshn.ifas.ufl.edu/dietetics/undergraduate/home.shtml(Links to an external site.) (Links to an external site.)](http://fshn.ifas.ufl.edu/dietetics/undergraduate/home.shtml))

COURSE POLICIES:

Class attendance: Attendance will be taken at the beginning of class; if you are more than 5 minutes late, you will be marked absent. Attendance represents 10% of the final grade.

Class participation: This course requires that you participate in class discussions. You should read the chapter before class and be prepared to contribute to the discussion by sharing your experiences, asking questions and sharing opinions on the various topics. To be successful in foodservice management, you must always be thinking and problem solving; hopefully, you will do the same in this class.

Smart phone/cell phone/computer use in class: All of us love our smart phones, etc. and use them constantly to keep in touch with friends and what is going on outside of the classroom. My goal is to have our class time dedicated to the course. If you need to access something on your computer or phone that pertains to the class that we are having, feel free!! Please refrain from texting/searching for non-course related materials during class.

Communication: We will be using UF Canvas for course communication, including announcements, assignments, resources and Power Point presentations. You must have Power Point software to access the slides. Please use my UF email: gankofskie@ufl.edu

ASSIGNMENTS AND GRADING:

Exams

There are three/four non-cumulative exams during the semester and a final exam. Exams must be taken as scheduled. Students who miss exams will forfeit those exam

opportunities. Students may only reschedule if there is an excused absence or illness (documented by a physician's note) and you notify the professor by email before the exam that you will miss the exam.

Grade Assignment

The University grading policy: Information can be found at http://www.registrar.ufl.edu/catalog/policies/regulationgrades.html (Links to an external site.) (Links to an external site.) .

The dietetics program has adopted the plus-minus grading scale for all DIE courses. The grade scale for this course is as follows:

Letter Grade	Grade Points	Scale	Points
A	4.0	93.34-100	700-750
A-	3.67	90-93.33	675-699
B+	3.33	86.68-89.9	650-674
B	3.0	83.34-86.67	625-649
B-	2.67	80-83.33	600-624
C+	2.33	76.68-79.9	575-599
C	2.0	73.34-76.67	550-574
C-	1.67	70-73.33	524-549
D+	1.33	66.68-69.9	500-523
D	1.0	63.34-66.67	475-499
D-	0.67	60-63.33	450-474

E   0.00   59-below   Below 450

Recording information-please read

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A "class lecture" is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To "publish" means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.