DIE4125L - Food Sys Manage Lab

Course Syllabus
DIE 4125 LAB
Fall, 2021
"We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity."

Instructor
Beth T. Gankofskie, PhD, MS, RDN.
Office: Building 120, room 104E
Phone: 352-273-3471
Email: gankofskie@ufl.edu
Office Hours: NOTE all office hours are via Zoom for fall 2021 until further notice
Tuesday 9-10:30 am email to schedule: Rachel Vinyard: rvinyard@ufl.
Wednesday 1-3pm email to schedule: Rachel Vinyard: rvinyard@ufl.edu
        (other hours available by appointment)
Course Location & Meeting Time
Place: Virtual platform using Zoom link with hybrid synchrony. Check schedule for activities and requirements.
Place: Foods Lab, FSHN Bldg, ground floor (across from advising).
Class Meetings: Monday or Wednesday, 9:35 – 11:30 A.M.
 Lab Manager: Ms. Sharyn Passeretti
                FSHN rm. 325, 392-1991, ext. 223; Office
hours   by appointment
Teaching Assistant: Kailyn Grange, kaitlyngrange@ufl.edu
TA Office Hours: Contact for Zoom/phone appointment
Prerequisites: FOS 3042 Introduction to Food Science; Dietetics Major
Co-Requisite: DIE 4125 Food Systems Management Lecture
   Note: Instructor reserves the right to make changes to the syllabus assignment schedule as needed. Students will receive the updated information in a timely manner.
Course Description: The application of principles of food service production and management, including production, service and food sanitation and safety. This course must be taken concurrently with DIE4125. (2 credit hours)

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

1. KRDN 2.1:Demonstrate effective and professional oral and written communication and documentation (measured through research on a food and nutrition topic and the written and oral presentation of a poster demonstrating use of good communication skills).
2. KRDN 2.2: Describe the governance of nutrition and dietetics practice, such as scope of nutrition and dietetics practice and the code of ethics for the profession and Nutrition and Dietetics practice and describe inter-professional relationships in various practice settings. (Measured through a case study on how a food systems dietitian communicates and practices dietetics through food preparation and accommodation of patient needs

including but not limited to contact with other health professionals to improve patient dietary compliance).

3. <u>KRDN 2.</u>6: Demonstrate an understanding of cultural competence. (Measured through food selection for project, preparation, tasting and discussion).
4. Demonstrate ability to use and clean major foodservice equipment-demonstrated through video in-service.
5. Apply principles of foodservice production to preparation of menu items.
6. Demonstrate presentation skills in food production.
7. Evaluate issues related to delivery of menu items.
8. Recognize and apply elements of good service.
9. Determine costs of services or operations, prepare a budget and interpret financial data.
10. Apply the systems approach to a foodservice operation.
11. 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.) .

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

In this course, student learning outcomes will be assessed through an individual systems analysis of the final project.

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.

The course uses Food Processor software available by remote login.

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.)

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.).

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.).

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 Resources

U Matter, We Care: If you or someone you know is in distress, please contact 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.](#)

[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/

Career Resource Center, 2nd Floor ,Reitz Union , 392-1601,

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

0001 Reid Hall, 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 (found in DPD Student Handbook 2017-20 at http://fshn.ifas.ufl.edu/dietetics/undergraduate/home.shtml):

- *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.

Class attendance: Attendance and being on time are **mandatory (see assigned days);**. Attendance will be taken weekly at the beginning of class and will be assigned points for the final grade. **If you are more than 5 minutes late, you will not receive attendance credit.**

Class participation: Class participation is required in this lab class. You are expected to participate in the preparation and tasting of products unless you are excused for a medical or religious reason.

Communication: We will be using UF Canvas for course communication, including announcements, assignments, and resources. Group discussion boards can also be set up for group communication as needed.

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 your friend about your evening plans, checking your Facebook page or surfing the web during class.

In lab face to face only: Dress: this is included only for reference for fall semester 2020. In any lab session where food preparation is occurring, you are expected to wear closed toed, non-skid shoes (sneakers are acceptable, soft fabric shoes are not), shirts with sleeves (no bare midriffs), appropriate length shorts (not short-shorts) or long pants, no dangling jewelry, and hair covering (either hairnet or hat) and no nail polish. It is preferred that you not use nail polish. **You will not be allowed to participate in the lab if you are not dressed appropriately and/or do not have hair covering and will be given a "0" for**

attendance.

Assignments and Grading:

1. Food Service training tool and demonstration:Each student will develop a training tool on a designated subject or piece of foodservice equipment in the foods/dietetics lab. You will be limited to **keeping it brief but readable for the average new foodservice employee.** The training tool will include directions for use, cleaning and safety concerns and anything else the employee will need to operate the equipment or activity without in person guidance. The student will be responsible for training the whole class on their assigned subject by demonstrating to the class via recorded video.
2. Simulation Meal Kit Menu Project: This is a major project that will be ongoing throughout the semester. Students will interview the assigned POD and take a needs assessment, use the data to prepare a 7 day simulated menu including put not limited to special diets, medication limitations, allergies, likes and dislikes and several other components (see assignment for more details).
3. Read and reflect: there are a variety of articles to read and reflect on the focus and presentation of the information, validity and usefulness for future practice.
4. Lab reports: Each assigned lab will need to have a written lab report including pictures of the ingredients, production of the food, outcome assessment and evaluation.
5. Poster presentation: There will be 4-8 teams/groups of students and each team will use the data they collected to compare simulated menu plans and then develop a poster, to be presented online as assigned. There will be further instruction and poster development information throughout the semester.
6. Video watch and reflect; All students are assigned several videos to watch and reflect on the content.
7. Attendance: Each week will have different activities and assignments. Attending lab on assigned days is required unless otherwise noted. Since it is a graded component, it is an "assignment".

Grading:

Demonstration/training in-service X 2	25
Videos watch and reflect	50
Meal Management Event Project project	150
Articles Read and reflect 6 X 10 pts Online	60
Attendance (prepared for online learning)	30
Lab report 6-10 as assigned	60
Presentation of poster	25

ServSafe Exam (80 and above)	10
Assigned activities (TBA)	40
Total	450 points

The University grading policy can be found at https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx (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 is as follows:

Letter Grade	Grade Points	Scale	Points
A	4.0	93.34-100	420-450
A-	3.67	90-93.33	405-419
B+	3.33	86.68-89.9	390-404
B	3.0	83.34-86.67	375-389
B-	2.67	80-83.33	360-374
C+	2.33	76.68-79.9	346-359
C	2.0	73.34-76.67	330-345
C-	1.67	70-73.33	315-329
D+	1.33	66.68-69.9	300-314
D	1.0	63.34-66.67	285-299
D-	0.67	60-63.33	270-284
E	0.00	59-below	Below 270

Web access and email
Grades and course materials are posted on E-Learning-Canvas. For more information on E-Learning go to https://elearning.ufl.edu/ (Links to an external site.) .
No assigned text .
Technical assistance found here:
For or resolving technical issues (e.g. visit the helpdesk website or call (Links to an external site.)352-392-4357).

Communication: this course will use UF individual email/Gator email NOT Canvas email. Canvas email is only used to return work to students after grading.

Recording class sessions

Note: Our class sessions may be audio visually recorded for students in the class to refer back 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. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited. Please notify instructor if you aren't able to allow recording.

Student communication in class and online:

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Click here for guidance on how to give feedback in a professional and respectful manner. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals.

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. Allother purposes are prohibited. Specifically, students may not publish recorded lectureswithout 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 orbetween 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.