



SYLLABUS: FST 4410 HAZARD ANALYSIS AND CRITICAL CONTROL POINTS SPRING 2018

TUESDAYS 12:10-2:00 PM
PARKER 118

Course overview

Instructor

Instructor: Mary Kay Pohlschneider, PhD

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Phone number: 614-292-3867

Office: 214B Howlett Hall

Office hours: by appointment

Course description

This course will teach the basics of HACCP and how it fits into food safety systems.

Course learning outcomes

By the end of this course, students should successfully be able to:

- Understand the relationship of GMPs, SSOPs, the pre-HACCP steps and the seven basic HACCP principles.
- Develop a basic food safety system for a food product of their choice

Course materials

Required reading materials

All course material will be provided on Canvas.

It is expected that all material is viewed prior to class time. Class will be used to work on food safety system plans as groups. **It is highly suggested that you bring a computer to work in class on the material.**

Grades

Assignment or category	Points
Material quizzes (online)	75
GMPs	100
SSOPs	75
Product Pre-requisites	75
Hazard Analysis (Form A part 1)	100
Critical Control Points and Critical Limits (Form A part 2)	75
Form B (Monitoring and Verification)	75
Validation	150
Record forms	75
Group evaluations	100
Final - Food Safety System presentation	100
Total	1000

See course schedule, below, for due dates. Each assignment is due one week after it is listed on the schedule.

Grading scale

93–100: A	87–89.9: B+	77–79.9: C+	67 –69.9: D+
90–92.9: A-	83–86.9: B	73–76.9: C	60 –66.9: D
	80–82.9: B-	70 –72.9: C-	Below 60: E

All of the assignments will compile to make the final food safety plan. Students will work in groups, however, each will be expected to contribute to each section, and will be evaluated by the other group members. The final will be a group presentation of the entire system.

Class attendance is not mandatory, nor is it graded. HOWEVER, it is essential that you work together as a group. If a group decides to work online, or outside of class time, it is expected that you make that clear to the instructor. It is requested that you use Carmen to communicate with your group, there are discussion boards, cloud service, and video chat capabilities available there.

Academic integrity policy

The Ohio State University's *Code of Student Conduct* (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the University, or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the University's *Code of Student Conduct* is never considered an "excuse" for academic misconduct, so I recommend that you review the *Code of Student Conduct* and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the University's *Code of Student Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Accommodations for accessibility

Requesting accommodations

If you would like to request academic accommodations based on the impact of a disability qualified under the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, contact your instructor privately as soon as possible to discuss your specific needs. Discussions are confidential.

In addition to contacting the instructor, please contact the Office for Disability Services at [614-292-3307](tel:614-292-3307) or ods@osu.edu to register for services and/or to coordinate any accommodations you might need in your courses at The Ohio State University.

Go to <http://ods.osu.edu> for more information.

Course schedule

****The dates given here are the class period in which you will be working on this section. It is expected that the material provide on Canvas will be reviewed prior to class.** The quiz and associated assignment will be due by the following class period.

Week	Topics, Readings, Assignments Deadlines
1	Introduction; syllabus
2	Good Manufacturing Practices
3	Sanitation Standard Operating Procedures
4	Pre-Requisites (Flow Charts, Product descriptions and ingredient statements)
5	Hazards and Hazard Analysis
6	Critical Control Points
7	Critical Decision Making
8	Critical Limits
9	Monitoring
*	SPRING BREAK
10	Verification
11	Validation
12	Record keeping
13	Group presentations
14	Group presentations