

FN 206 Introductory Foods – Fall 2020

Important Note: This syllabus, along with course assignments and due dates, are subject to change. It is the student's responsibility to check our Canvas course site for corrections or updates to the syllabus. Any changes will be clearly noted in a course announcement or through email.

Instructor Information

Instructor: Deborah Tang

Office: CPS 240B

Virtual Office Hours: I have tentatively set aside Tuesdays from 9:00 – 10:00 a.m. as office hours. Please email me at least 24 hours in advance to schedule your appointment. If this time does not work for you, we can determine another time that is mutually convenient. Information on accessing Zoom is located within our Canvas course site under the "Begin Here" module and Online (Virtual) Office hours or on the left side tab under Zoom.

Office Telephone: (715)346-2749

E-mail: dtang@uwsp.edu (preferred method of contact)

Course Information

Course Description: Introduction to basic physical and chemical properties of foods; interaction and reaction of food in food preparation procedures; evaluation of prepared products.

Credits: 3

Prerequisite: By instructor consent.

Lecture Schedule: 100% Online in Canvas

Lab Schedule: Home labs for students living at home or off campus with their own kitchens.

Face-to-Face labs in CPS 211 on Wednesdays from 9:00-11:50 a.m. for students living in the dorms (subject to change according to university guidance). **First lab meeting is on Wednesday, September 16.**

All students will transition to home labs on and after the week of November 23

Expected Instructor Response Times

- I will attempt to respond to student emails within 24 hours between Mondays to Fridays. If you have not received a reply from me within 24 hours, please resend your email.
 - ***If you have a general course question (not confidential or personal in nature), please post it to the Muddiest Forum found on the course homepage. I will post answers to all general questions there so that all students can view them. Students are encouraged to answer each other's questions too.
- I will attempt to assess student discussion posts within 72 hours of discussions & replies closing.
- I will attempt to grade written work within one week of the due date.

Textbook & Course Materials

Required Text: Brown, Amy. *Understanding Food – Principles & Preparation*. 6th Edition. Thomson Wadsworth, 2019.

ISBN: 978-1-337-55756-6

Textbook is available for rent from UW-Stevens Point Text Rental. Refer to the document “Text Rental Information for Online Students” posted under the Student Resources section.

Additional Readings and Resources: Posted on Canvas

Course Technology Requirements

- Minimum recommended computer and internet configurations for online courses can be found [here](#).
- You will also need access to the following tools to participate in this course.
 - webcam
 - microphone
 - printer
 - a stable internet connection (don't rely on cellular)

Technical Assistance

If you need technical assistance at any time during the course or to report a problem with Canvas you can:

- Visit with a Student Technology Tutor: <https://www.uwsp.edu/tlc/Pages/techTutoring.aspx>
- Seek assistance from the [IT Service Desk](#) (Formerly HELP Desk)
- IT Service Desk Phone: 715-346-4357 (HELP)
- IT Service Desk: <https://www.uwsp.edu/infotech/Pages/ServiceDesk/default.aspx>

Course Structure

This course uses Canvas, the New Learning Management System (LMS) being adapted across the UW System. Canvas can be accessed via a launch portal at www.uwsp.edu/canvas using your campus login and password. Help in Canvas is available at the bottom of the launch portal, and through the “Help” menu within Canvas. A student orientation / training course is available for self-registration at <https://uws.instructure.com/enroll/FNRAL8>.

Student Expectations

In this course you will be expected to complete the following types of tasks.

- communicate via email
- download and upload documents to the learning management system (LMS)
- read the textbook

- read documents online
- view online videos
- complete lab experiments in your kitchen or in our lab (see Lab Schedule, above)
- take photos of your ingredients and finished products using your cell phone
- upload short videos taken from your cell phone to the LMS
- participate in online discussions
- complete quizzes/tests online
- submit assignments online
- participate in synchronous meetings with the instructor using Zoom, as needed
- feel free to post questions that are not of a personal nature, or reply to a peer's question(s) in our Muddiest Forum (under the General Questions Module)

Course Learning Objectives

Students will be able:

1. To integrate basic information needed for food selection and preparation.
2. To apply and demonstrate basic principles of food preparation for both quality and nutrient retention.
3. To evaluate food products based on established standards.
4. To apply acceptable food safety and sanitation procedures for handling food products.
5. To apply basic principles for modification of recipes for health, economic or cultural factors.
6. To identify culinary terms and techniques.

You will meet the outcomes listed above through a combination of the following activities in this course:

- Complete assigned readings from the textbook and other sources shared within Canvas.
- Take practice quizzes to test your understanding.
- Follow instructions to complete the lab assignments in your own kitchen.
- Participate in online discussions by sharing your own experiences as well as responding and providing feedback to others.

Topic Outline/Schedule

Important Note: Refer to the Canvas course calendar for specific due dates. Activity and assignment requirements will be explained in detail within each week's corresponding learning module. If you have any questions, please contact your instructor.

Module	Topic	Readings and Activities	Due Date	Points for Graded Activities
Begin Here		Discussion Post: All About You	Sept 3	
1	Introduction	Chapter 5 Appendix A and D, Glossary BH&G Cookbook, pp. 7-14 (Scanned document) Wisconsin Food Code Fact Sheets (4) Basic Technique: Mise en Place - link	Sept 4	

		<p>Video – Grains and Beans Cooking with Deb – Tofu & Roasted Vegetables</p> <p>Vegetables Practice Quiz Lab Assignment 2 – Vegetables Cookery</p> <p>Discussion Post 4 – Veggie Tales Discussion Reply</p> <p>Module 4 Weekly Quiz (available from Sept 25-27)</p>	<p>Sept 25 Sept 27</p> <p>Sept 25 Sept 27</p> <p>Sept 27</p>	<p>5 10</p> <p>5 (3 – post) (2 – reply)</p> <p>15</p>
5	Starch and Pasta	<p>Chapters 3, 16, and 18 (pages specified within module) Lecture Recording: Starch, Pasta, and Cereal Grains Video – A Tasting of Culinary Science - Starch Cooking with Deb – Rice Pilaf</p> <p>Starch Practice Quiz Lab Assignment 3 – Pasta</p> <p>Discussion Post 5 – All about Mac N Cheese Discussion Reply</p> <p>Module 5 Weekly Quiz (available from Oct 2-4)</p>	<p>Oct 2</p> <p>Oct 2 Oct 4</p> <p>Oct 2 Oct 4</p> <p>Oct 4</p>	<p>5 10</p> <p>5 (3 – post) (2 – reply)</p> <p>15</p>
6	Salads and Dressings	<p>Chapters 15 and 22 (pages specified within module) MyPlate website Video – Nature and use of emulsifiers in food Video – Jamie Oliver’s Principles for Superb Salads Video – How to make homemade mayonnaise</p> <p>Discussion Post 6 – Eating Greens Discussion Reply</p> <p>Module 6 Weekly Quiz (available from Oct 9-11)</p>	<p>Oct 9</p> <p>Oct 9 Oct 11</p> <p>Oct 11</p>	<p>5 (3 – post) (2 – reply)</p> <p>15</p>
7	Eggs and Egg Substitutes	<p>Chapter 12 Egg Structure Diagram Lecture Recording: Eggs & Egg Cookery Video – Eggs from the Classic to the Contemporary Video – Whipping egg whites to perfect peaks Video – How to whip and fold egg whites Cooking with Deb – Caramel Flan</p> <p>Eggs Practice Quiz</p> <p>Lab Assignment 4 – Omelet Made to Order</p> <p>Discussion Post 7 – Eggcellent Cookery Discussion Reply</p>	<p>Oct 16</p> <p>Oct 16 Oct 18</p> <p>Oct 16 Oct 18</p>	<p>5 10</p> <p>5 (3 – post) (2 – reply)</p>

		Module 7 Weekly Quiz (available from Oct 16-18)	Oct 18	15
8	Poultry and Seafood	<p>Chapters 8 and 9 Video – How to Bake Chicken Breast Lecture Recording: Fish & Shellfish Wisconsin Food Code Fact Sheets (2)</p> <p>Poultry and Seafood Practice Quiz Lab Assignment 5 – Chicken Cutlet</p> <p>Discussion Post 8 – Winner, Winner Chicken Dinner Discussion Reply</p> <p>Module 8 Weekly Quiz (available from Oct 23-25)</p>	<p>Oct 23</p> <p>Oct 23 Oct 25</p> <p>Oct 23 Oct 25</p> <p>Oct 25</p>	<p>5 10</p> <p>5 (3 – post) (2 – reply)</p> <p>15</p>
9	Stocks, Soups, and Sauces	<p>Chapters 15 and 18 (pages specified within module) Lecture Recording: Stocks and Soups Lecture Recording: Sauces Video – Sauces, From Beurre Blanc to Bechamel Video – Stocks and Broths, The Foundation Cooking with Deb – Teriyaki Sauce</p> <p>Lab Assignment 6 – Cheese Sauce</p> <p>Discussion Post 9 – It’s So Cheesy Discussion Reply</p> <p>Module 9 Weekly Quiz (available from Oct 30-Nov 1)</p>	<p>Oct 30</p> <p>Nov 1</p> <p>Oct 30 Nov 1</p> <p>Nov 1</p>	<p>10</p> <p>5 (3 – post) (2 – reply)</p> <p>15</p>
10	Meat	<p>Chapter 7 Lecture Recording: Meat & Meat Cookery, Part 1 Wisconsin Food Code Fact Sheets (2) Video – Pat LaFrieda Demonstrates How Meat is Graded and What to Look for When Choosing USDA Meat Lecture Recording: Meat & Meat Cookery, Part 2 Video – Steak Tenderizing Experiment</p> <p>Meat Practice Quiz Lab Assignment 7 – Beef Stir-Fry</p> <p>Discussion Post 10 – Wokie Talkie Discussion Reply</p> <p>Module 10 Weekly Quiz (available from Nov 6-8)</p>	<p>Nov 6</p> <p>Nov 6 Nov 8</p> <p>Nov 6 Nov 8</p> <p>Nov 8</p>	<p>5 10</p> <p>5 (3 – post) (2 – reply)</p> <p>15</p>
11	Milk and Cheese	<p>Chapters 10 and 11 (pages specified within module) Lecture Recording: Milk – Part 1 Lecture Recording: Cheese – Part 2</p>	<p>Nov 13</p>	

		<p>Video – The Cheese Queen Cooking with Deb – A Lesson on Cheese</p> <p>Milk Practice Quiz Lab Assignment 8 – Cheese Sampling and Evaluation</p> <p>Discussion Post 11 – Just Say Cheese Discussion Reply</p> <p>Module 11 Weekly Quiz (available from Nov 13-15)</p>	<p>Nov 13 Nov 15</p> <p>Nov 13 Nov 15</p> <p>Nov 15</p>	<p>5 10</p> <p>5 (3 – post) (2 – reply)</p> <p>15</p>
12	Yeast Breads	<p>Chapters 17 and 20 (pages specified within module) Lecture Recording: Yeast Breads Video - Sponge Yeast Pre-ferment Video – Yeast Breads, Just the Facts. Breadworld reference Cooking with Deb – English Muffin Bread</p> <p>Yeast Breads Practice Quiz Lab Assignment 9 – Classic Dinner Rolls</p> <p>Discussion Post 12 – Keeping the Yeast Alive Discussion Reply</p> <p>Module 12 Weekly Quiz (available from Nov 20-22)</p>	<p>Nov 20</p> <p>Nov 20 Nov 22</p> <p>Nov 20 Nov 22</p> <p>Nov 22</p>	<p>5 10</p> <p>5 (3 – post) (2 – reply)</p> <p>15</p>
13	Cakes	<p>Chapter 23 Lecture Recording: Cakes Video – Mixing it Up – Methods for Cakes Video – How to Make Angel Food Cake Cooking with Deb – Chocolate Angel Food Cake</p> <p>Everyone switches to home labs from weeks 13-15: Lab Assignment 10 – Angel Food Cake (this lab is extra credit)</p> <p>Module 13 Weekly Quiz (available from Nov 27-30*) *Extension for holiday</p>	<p>Nov 27</p> <p>Nov 30</p> <p>Nov 30</p>	<p>10 (EC)</p> <p>15</p>
14	Quick Breads	<p>Chapters 17 and 19 Lecture Recording: Quick Breads Tips for Making Muffins and Quick Breads – link Cooking with Deb – Banana Muffins</p> <p>Quick Breads Practice Quiz Lab Assignment 11 – Make-it-Mine Muffins</p> <p>Discussion Post 13 – So Many Muffins, So Little Time Discussion Reply</p>	<p>Dec 4</p> <p>Dec 4 Dec 6</p> <p>Dec 4 Dec 6</p>	<p>5 10</p> <p>5 (3 – post) (2 – reply)</p>

		Module 14 Weekly Quiz (available from Dec 4-6)	Dec 6	15
15	Pastry and Beverages	Chapters 24 and 27 Lecture Recording: Pastries & Pies Video – Blue Ribbon Winners – Pies and Biscuits Lecture Recording: Beverages Video: The Story of Bottled Water Cooking with Deb – BA’s Best Apple Pie	Dec 11	
		Lab Assignment 12 – Fruit Pie	Dec 13	10
		Discussion Post 14 – Mile High Fruit Pie Discussion Reply	Dec 11 Dec 13	5 (3 – post) (2 – reply)
		Module 15 Weekly Quiz (available from Dec 11-13)	Dec 13	15
There is no final exam for this course				

Graded Course Activities

Description	Points
8 Practice Quizzes	40
2 Graded Activities (1 – 5 points, 1- 10 points)	15
11 Lab Assignments (10 points each, option to drop the lowest score)	100 - 110
14 Discussion Posts (5 points each, option to drop the lowest score)	65 - 70
15 Module Quizzes (15 points each, option to drop the lowest score)	210 - 225
Extra credit lab assignment 10 – angel food cake (up to 10 points)	
Total Points Possible	430 - 460

Participation

Students are expected to participate in all online activities as listed on the course calendar.

Completing Assignments

All assignments for this course will be submitted electronically through Canvas unless otherwise instructed. You may work ahead but you should not fall behind. Assignments must be submitted by the given deadline or special permission must be requested from instructor *before the due date*. Extensions will not be given beyond the assignment due date except under extreme circumstances.

All discussion assignments must be completed by the assignment due date and time. Late or missing discussion assignments will affect the student’s grade.

Stay connected with the course by turning on email/text notifications. Go to the Account tab at the far left, hit settings to enter your email and cell phone in “ways to contact” (top right corner) and then hit notifications to tell Canvas to alert you of due dates, announcements, grades posted, etc. Then, click Notifications on the far left, choose which course details you want to get reminders about and when you get the alerts.

Practice Quizzes

There is a practice quiz added to most units to help assess your understanding. Each quiz contains 5 multiple choice or fill in the blank questions. The deadline for taking a quiz is **Friday by 11:59 p.m.** for that week’s content. You have unlimited attempts to take each quiz before the deadline and the highest score will be kept for your final grade.

Weekly Quizzes

Each module has a weekly quiz to assess your learning and comprehension. The format of these quizzes are multiple choice or true/false questions. You can take the module quiz at any time during that week between Friday to Sunday from 8 a.m. to 11:59 p.m. Each quiz is timed, once you begin the quiz, you have 15 minutes to complete it. If you would like to use your mobile phone, you can download the free Canvas Student app for iPhone or Android from the App Store. This would allow you to take the quiz even if you are not by a computer. **Please note that Canvas tracks visits to other pages while you are taking the quiz so be sure to remain on that page until you are done.**

Correct answers for the previous week’s quizzes will be available on the following Tuesday from 4:00 – 11:59 p.m.

Late Work Policy

Be sure to pay close attention to deadlines—there will be no make-up assignments or quizzes, or late work accepted without a serious and compelling reason and written instructor approval.

Viewing Grades in Canvas

Points you receive for graded activities will be posted to the Canvas Grade Book. Click on the Grades link to view your points.

I will update the online grades each time a grading session has been complete—typically within one week following the assignment due date. You will see a visual indication of new grades posted on your Canvas home page under the link to this course.

Letter Grade Assignment

Final grades assigned for this course will be based on the percentage of total points earned and are assigned as follows:

Letter Grade	Percentage
A	93-100%
A-	90-92.9%
B+	87-89.9%
B	83-86.9%
B-	80-82.9%
C+	77-79.9%
C	73-76.9%
C-	70-72.9%
D+	67-69.9%
D	60-66.9%
F	0-59.9%

Course Policies

Netiquette Guidelines

Please refer to the Online Discussion Guidelines posted in the Begin Here section of the course.

Build Rapport

If you find that you have any trouble keeping up with assignments or other aspects of the course, make sure you let your instructor know as early as possible. As you will find, building rapport and effective relationships are key to becoming an effective professional. Make sure that you are proactive in informing your instructor when difficulties arise during the semester so that we can help you find a solution.

Understand When You May Drop This Course

It is the student's responsibility to understand when they need to consider unenrolling from a course. Refer to the UWSP [Academic Calendar](#) for dates and deadlines for registration. After this period, a serious and compelling reason is required to drop from the course. Serious and compelling reasons includes: (1) documented and significant change in work hours, leaving student unable to complete assigned tasks, or (2) documented and severe physical/mental illness/injury to the student or student's family.

Incomplete Policy

Under emergency/special circumstances, students may petition for an incomplete grade. An incomplete will only be assigned if the student has maintained regular contact with the course instructor about

his/her situation. All incomplete course assignments must be completed by the last day of classes of the following semester.

Inform Your Instructor of Any Accommodations Needed

If you have a documented disability and verification from the [Disability and Assistive Technology Center](#) and wish to discuss academic accommodations, please contact your instructor as soon as possible. It is the student's responsibility to provide documentation of disability to Disability Services and meet with a Disability Services counselor to request special accommodation *before* classes start.

The Disability and Assistive Technology Center is located in 609 Albertson Hall and can be contacted by phone at (715) 346-3365 (Voice) (715) 346-3362 (TDD only) or via email at datctr@uwsp.edu
mailto:datctr@uwsp.edu

Statement of Policy

UW-Stevens Point will modify academic program requirements as necessary to ensure that they do not discriminate against qualified applicants or students with disabilities. The modifications should not affect the substance of educational programs or compromise academic standards; nor should they intrude upon academic freedom. Examinations or other procedures used for evaluating students' academic achievements may be adapted. The results of such evaluation must demonstrate the student's achievement in the academic activity, rather than describe his/her disability.

If modifications are required due to a disability, please inform the instructor and contact the Disability and Assistive Technology Center in 609 ALB, or (715) 346-3365.

Commit to Integrity

As a student in this course (and at this university) you are expected to maintain high degrees of professionalism, commitment to active learning and participation in this class and integrity in your behavior in and out of the classroom.

UWSP Academic Honesty Policy & Procedures

Student Academic Disciplinary Procedures

UWSP 14.01 Statement of principles

The board of regents, administrators, faculty, academic staff and students of the university of Wisconsin system believe that academic honesty and integrity are fundamental to the mission of higher education and of the university of Wisconsin system. The university has a responsibility to promote academic honesty and integrity and to develop procedures to deal effectively with instances of academic dishonesty. Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others' academic endeavors. Students who violate these standards must be confronted and must accept the consequences of their actions.

UWSP 14.03 Academic misconduct subject to disciplinary action.

(1) Academic misconduct is an act in which a student:

- (a) Seeks to claim credit for the work or efforts of another without authorization or citation;

- (b) Uses unauthorized materials or fabricated data in any academic exercise;
- (c) Forges or falsifies academic documents or records;
- (d) Intentionally impedes or damages the academic work of others;
- (e) Engages in conduct aimed at making false representation of a student's academic performance; or
- (f) Assists other students in any of these acts.

(2) Examples of academic misconduct include, but are not limited to: cheating on an examination; collaborating with others in work to be presented, contrary to the stated rules of the course; submitting a paper or assignment as one's own work when a part or all of the paper or assignment is the work of another; submitting a paper or assignment that contains ideas or research of others without appropriately identifying the sources of those ideas; stealing examinations or course materials; submitting, if contrary to the rules of a course, work previously presented in another course; tampering with the laboratory experiment or computer program of another student; knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.

Students Recording and Sharing Class Lecture

Lecture materials and recordings for FN 206 are protected intellectual property at UW-Stevens Point. Students in this course may use the materials and recordings for their personal use related to participation in this class. Students may also take notes solely for their personal use. If a lecture is not already recorded, you are not authorized to record my lectures without my permission unless you are considered by the university to be a qualified student with a disability requiring accommodation.

[Regent Policy Document 4-1](#)

Students may not copy or share lecture materials and recordings outside of class, including posting on internet sites or selling to commercial entities. Students are also prohibited from providing or selling their personal notes to anyone else or being paid for taking notes by any person or commercial firm without the instructor's express written permission. Unauthorized use of these copyrighted lecture materials and recordings constitutes copyright infringement and may be addressed under the university's policies, UWS Chapters 14 and 17, governing student academic and non-academic misconduct.

Religious Beliefs

Relief from any academic requirement due to religious beliefs will be accommodated according to UWS 22.03, with notification within the first three weeks of class.

Resources on Campus

Please know that there are resources available to you on campus. The UWSP Counseling Center is located on the 3rd Floor of Delzell Hall. Office Hours: Monday-Friday: 8:00am to 4:30pm. Telephone: (715) 346-3553. Email: counsel@uwsp.edu.

Health Services offers nutrition counseling appointments with the campus dietitian. These visits are

covered by the health fee at no additional cost to the student. Appointments can be made directly by calling 715-346-4646 or a Student Health Service clinician can help coordinate a referral.

Care Team

The University of Wisconsin-Stevens Point is committed to the safety and success of all students. The Office of the Dean of Students supports the campus community by reaching out and providing resources in areas where a student may be struggling or experiencing barriers to their success. Faculty and staff are asked to be proactive, supportive, and involved in facilitating the success of our students through early detection, reporting, and intervention. As your instructor, I may contact the Office of the Dean of Students if I sense you are in need of additional support which individually I may not be able to provide. You may also share a concern if you or another member of our campus community needs support, is distressed, or exhibits concerning behavior that is interfering with the academic or personal success or the safety of others, by reporting [here](#).

Additional Campus Policies:

FERPA

The Family Educational Rights and Privacy Act (FERPA) provides students with a right to protect, review, and correct their student records. Staff of the university with a clear educational need to know may also have access to certain student records. Exceptions to the law include parental notification in cases of alcohol or drug use, and in case of a health or safety concern. FERPA also permits a school to disclose personally identifiable information from a student's education records, without consent, to another school in which the student seeks or intends to enroll.

Reporting Incidents of Bias/Hate

It is my intent that students from all diverse backgrounds and perspectives be well-served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that the students bring to this class be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of diversity: gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally, or for other students or student groups.

If you have experienced a bias incident (an act of conduct, speech, or expression to which a bias motive is evident as a contributing factor regardless of whether the act is criminal) at UWSP, you have the right to report it: <https://www.uwsp.edu/dos/Pages/Anonymous-Report.aspx>.

You may also contact the Office of the Dean of Students directly at dos@uwsp.edu. Diversity and College Access is available for resources and support of all students:

<https://www.uwsp.edu/dca/Pages/default.aspx>.

Clery Act

The US Department of Education requires universities to disclose and publish campus crime statistics, security information, and fire safety information annually. Statistics for the three previous calendar years and policy statements are released on or before October 1st in our [Annual Security Report](#). Another requirement of the Clery Act is that the campus community must be given timely warnings of ongoing safety threats and immediate/emergency notifications. For more information about when and how these notices will be sent out, please see our [Jeanne Clery Act](#) page.

Face Coverings

- At all UW-Stevens Point campus locations, the wearing of face coverings is mandatory in all buildings, including classrooms, laboratories, studios, and other instructional spaces. Any student with a condition that impacts their use of a face covering should contact the Disability and Assistive Technology Center to discuss accommodations in classes. Please note that unless everyone is wearing a face covering, in-person classes cannot take place. This is university policy and not up to the discretion of individual instructors. Failure to adhere to this requirement could result in formal withdrawal from the course.

Other Guidance:

- Please monitor your own health each day using this [Screening Tool](#). If you are not feeling well or believe you have been exposed to COVID-19, do not come to class; email your instructor and contact Student Health Service (715-346-4646).
 - As with any type of absence, students are expected to communicate their need to be absent and complete the course requirements as outlined in the syllabus.
- Maintain a minimum of 6 feet of physical distance from others whenever possible.
- Do not congregate in groups before or after class; stagger your arrival and departure from the classroom, lab, or meeting room.
- Wash your hands or use appropriate hand sanitizer regularly and avoid touching your face.
- Please maintain these same healthy practices outside the classroom.