**FN 449 – Food Service Management Practicum Syllabus**

**Spring 2021**

**Course Description:** To provide the student 90-hours of practical hands on application of food service systems knowledge covered in previous lecture and food lab courses. 2 credit. Prerequisites: FN 347; permission required. 6 hours per week, may be repeated.

**Class Schedule**: Variable hours

**Instructor:** Kim Damrow RD, CD, CLC **Phone:** 715-346-4848 **Email:** [kdamrow@uwsp.edu](mailto:kdamrow@uwsp.edu)

**Office:** CPS 125, within CPS Café **Office Hours**: by appointment

**Course Communications:** Canvas, UWSP email account, and postings in CPS Café.

**Course Objective**: Demonstrate skills in quantity food production, food safety, sanitation (HACCP), recipe standardization, financial controls, inventory management, time and temperature relationships, food delivery, and promotions from a management perspective.

**Course Outcomes:** Upon the completion of this course, learners will have:

1. Communicate 3 features of a sustainable food service operation to different stakeholders (consumer and professional).
2. Identify and recommend 3 community food resources in the Stevens Point area to food insecure populations.
3. Demonstrate awareness of diversity and inclusivity within food systems and how to effectively address health equity

*As students in the College of Professional Studies, you are earning a degree that prepares you to enter the workforce as a professional. Practicum experiences can and should be a training ground for learning and practicing professional behaviors. The values and attitudes that make you a successful student transfer to the workplace and are highly valued by employers.*

**Competencies**

**CRDN 1.1**-Select indicators of program quality and/or customer service and measure achievement of objectives.

**CRDN 1.3**-Justify programs, products, services, and care using appropriate evidence or data.

**CRDN 2.1**-Practice in compliance with current federal regulations and state statues and rules, as applicable, and in accordance with accreditation standards and the Scope of Nutrition and Dietetics Practice and Code of Ethics for the Profession of Nutrition and Dietetics.

**CRDN 3.9** Coordinate procurement, production, distribution and service of goods and services, demonstrating and promoting responsible use of resources.

**CRDN 3.10** Develop and evaluate recipes, formulas and menus for acceptability and affordability that accommodate the cultural diversity and health needs of various populations, groups, and individuals.

**CRDN 4.4**- Apply current nutrition informatics to develop, store, retrieve and disseminate information and data.

**CRDN 4.5**-Analyze quality, financial and productivity data for use in planning.

**CRDN 4.6**-Propose and use procedures as appropriate to the practice setting to promote sustainability, reduce waste, and protect the environment.

**Course Requirements:**

1. Attendance & Participation - a minimum of 90 hours of practicum learning \*may include make up time in cases of University holidays and finals week.
   1. Time Keeping- students will track time with monthly log in Canvas.
   2. Orientation Attendance mandatory for course completion.
   3. Each associate will show professionalism and willingness to learn in the setting they are in for that week’s shift.
2. Electronic Devices - The use of cell phones will not be permitted during shifts in the CPS Café related to sanitation and professionalism. If you are expecting an important phone call or dealing with an emergency, please silence your phone and let the Director know that you may have to receive a call outside the café.
3. Personal hygiene and safety - see section in CPS Café New Associate Manual.
4. Evaluations -
   1. Pre-practicum Questionnaire – completed via email to give Director understanding of experiences to better serve both student and CPS Café.
   2. Orientation Comprehension Quiz – completed via Canvas
   3. Midterm Reflection and Self-Evaluation- completed and submitted via Canvas. Responses used during 1:1 with Director.
   4. Reflection Log - completed via Canvas, minimum 1 paragraph to summarize skills learned, observations, suggestions, to improve operations.
   5. Final Quiz – Overview of semester to test knowledge of CPS Café operations, food safety, and food service management.
5. Projects – as assigned.

**Grading Scale:**

A = 95-100% C+ = 77-79% F = <60%

A-= 90-93% C = 73-76%

B+ = 87-89% C- = 70-72%

B = 83-86% D+ = 67-69%

B- =80-82% D = 60-66%

**Tentative Semester Schedule – all components of Food Service Practicum subject to change**

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| **Dates** | **Week #** | **Notes** |
| 1/25-1/29 | 1 | **Orientation Session: All**  Handbook overview, tour kitchen, syllabus |
| 2/1-2/5 | 2 | Group A – in person Cheese Louise **FEB 3RD**  Group B - in person Cheese Louise **FEB 3RD** |
| 2/8-2/13 | 3 | Group A - in person Pumpkin Curry **FEB 10**  Group B – make and assemble **Etiquette Dinner** to go meals |
| 2/15-2/19 | 4 | Group A – in person Chili **FEB 17**  Group B - in person Chili **FEB 17** |
| 2/22-2/26 | 5 | ADRC Information Session & Project Introduction (Zoom) **FEB 22**  Nutrient analysis 1:1 session, start analyzing |
| 3/1-3/5 | 6 | Group A - in person Chicken Noodle Soup **MARCH 2**  Group B – Nutrient analysis |
| 3/8-3/12 | 7 | Group A – Nutrient analysis  Group B - in person Cheese Louise Soup **MARCH 8** |
| 3/15-3/19 | 8 | Group A & B - Nutrient analysis 1:1 and presentation on **March 19**  Midterm check-in with Director via Zoom |
| 3/22-3/26 |  | **SPRING BREAK** |
| 3/29-4/2 | 9 | Group A–  Group B –  NO FARMSHED NEEDS – FARMER TAKEOVER  MAC AND CHEESE SHOP OPENS |
| 4/5-4/9 | 10 | Group A -  Group B– |
| 4/12-4/16 | 11 | Group A– in person SOUP  Group B - in person SOUP |
| 4/19-4/23 | 12 | Group A – in person  Group B– in person  Distribution of Community Casseroles @ CPS Café **APRIL 21** |
| 4/26-4/30 | 13 | Group A– in person  Group B - |
| 5/3-5/7 | 14 | Group A -  Group B– in person |
| 5/10-5/14 | 15 | Group A– in person  Group B - |
| 5/17-5/21 | 16 | **FINALS WEEK** |