

General Course Information

Instructor:	Alison Crerar, MA
<i>Email</i>	acrerar@uoguelph.ca
<i>Office Hours</i>	Macdonald Stewart Hall (MACS), Room 206 By appointment, please email me.
<i>Department/School</i>	School of Hospitality, Food and Tourism Management

Graduate Teaching Assistants

Allysa Solberg (asolberg@uoguelph.ca)

Lecture Times: The course format consists of 1- weekly taped lecture (posted at beginning of week), 1 - 90-minute virtual / live lecture (Thursday), **and** one 1 – 60 minute virtual / live Q & A seminar (Tuesday). For sections 101 – 103 a weekly 2 hour lab.

Pre-requisites: None

Course Description Scientific principles and their application to food preparation and food consumption. An integrated lecture and laboratory approach is used to study the chemical and physical properties of foods.

In particular, **Applied Human Nutrition** students will develop an appreciation of the importance of appropriate food preparation methods in order to maintain the nutritional quality of foods. An understanding of the physical and chemical properties of foods will be important to AHN students planning to apply for a Dietetic Internship because they must take Restaurant Operations Management (HTM*3090) in 3rd year.

An understanding of the physical and chemical properties of foods in food preparation will be important to **HTM:RAF** majors when they take Restaurant Operations Management (HTM*3090) in their 3rd year.

Upon successfully completing this course, you will be able to:

Knowledge and Understanding:

- 1) Describe and explain how the physical and chemical properties of foods affect their preparation and use in recipes by analyzing the products prepared in lab.
- 2) Describe and explain the chemical and physical changes that take place in foods under various preparation and cooking conditions (e.g. the effects of temperature, water, pH, enzymes).
- 3) Identify and describe various food preparation and processing methods through product preparation in the lab.
- 4) Identify which foods are most likely to become contaminated, describe how this occurs and explain which procedures should be used to prevent contamination.
- 5) Identify biological, chemical and physical food safety hazards and the 3 major types of foodborne illness.

Discipline/Professional and Transferable Skills:

- 6) Develop problem solving skills by analysing new recipes and applying course theories related to the chemical and physical properties of foods.

Indicative Content

A pre-recorded lecture will be posted on Courselink at the beginning of the week. It will be theoretical in nature, providing basic theory which will then be applied in the recipes listed in the Coursepack. The Thursday lecture will be 'virtual / live' and will integrate the theory with the practical applications observed with what recipe you chose to make at home.

Tuesday afternoon seminar is 'virtual / live' and is intended as 'student office hours / help session'. This will be unstructured time where students can ask questions about course material or to seek clarification on assignments.

Students can expect to spend a **minimum of 6-8 hours per week on the course outside of attending / viewing the lectures**. This time will be needed to prepare weekly material (reading the Laboratory Background Information), reviewing lecture material, doing the Lab Reports, Recipe Reflection and studying for exams.

Course Assessment

			Associated Learning Outcomes	Date
Assessment 1:	20%	Midterm 1	1, 2, 3, 4, 5 and 6	<i>February</i>
Assessment 2:	20%	Midterm 2	1, 2, 3 and 6	<i>March</i>
Assessment 3:	18%	6 Lab Reports	1, 2 and 3	<i>Throughout the semester</i>
Assessment 4:	12%	5 Recipe Reflections	1 and 2	<i>Bi-Weekly</i>
Assessment 5:	30%	Final Exam	1, 2, 3 and 6	<i>TBA on Webadvisor</i>
TOTAL	100%			

Course Resources

Required Texts:

Crerar, A., [Understanding Foods Course Package](#), University of Guelph, *Revised October 2020*. To be purchased from *The University of Guelph Bookstore*

Additional Costs:

Students will assume costs of ingredients used to make recipes they choose each week (from the lists provided in the Coursepack). All cooking for Winter 2021 semester will be conducted in their personal space / kitchen.

Course Policies

Laboratory Reports (18% of final grade):

- Students can download the Lab Report Sheets from the HTM*2700 CourseLink website
- Students are responsible for submitting their lab reports by the deadline date posted on Courselink. A total of 6 lab reports will be submitted.
- **Lab reports must:**
 - include the questions **and** marking scheme with the answers
 - use minimum font size of 11 point
- **Late Reports** - Students who find themselves unable to hand-in a lab report on time due to medical, psychological or compassionate circumstances beyond their control should discuss their situation with Professor Alison and make arrangements regarding a new due date. Lab Reports handed-in late for other reasons will be penalized 10% per day
- **Individual assignments** –Please note: **lab reports are individual assignments and must be completed independently**. No two reports should look like they came from the same computer file, with a word or two changed to keep them from being identical. IF you write independently, and put your report into your own words you don't have to worry about it looking like someone else's. DO NOT share your lab reports with anyone else in the class. **Plagiarizing another student's answers constitutes academic misconduct**. Plagiarism includes the act of copying or paraphrasing significant portions of someone else's material and representing it as one's own. Suspected cases of plagiarism will be reported to the Associate Dean - Academic of the College.
- **Referencing:** You must reference where you obtained your information from for each of your lab report answers. All answers can be found in your lecture notes and in the coursepack. The guidelines for referencing are as follows: (Salad Lecture: *Date*) or (Coursepack: pg. 19)
- **Lab Report Due Dates**
For specific weeks / dates please refer to Courselink

Recipe Reflections (12%):

- Students can download the Recipe Reflection pdf file from the HTM*2700 CourseLink website
- Students are responsible for submitting their Recipe Reflection by the deadline date posted on Courselink. There are 5 recipe reflections that are to be completed throughout the course.
- **Students who are in the virtual lab:** are required to choose a recipe from the HTM*2700 Coursepack each week, make it and take a photo of what they made. Students are able to choose between a specific two week period which recipe they would like to write their reflection on.
- **Students in the face to face lab:** will be working on a recipe with a partner during the lab. Take a photo and write a reflection on what you made (choice of which specific two week period)
- The Recipe Reflection pdf is a fillable template where students are to answer the questions asked and then submit to the Dropbox before the deadline.
- A rubric has been created for this assignment in order to know what is required.
- **Recipe Reflection Due Dates:** For specific weeks / dates please refer to Courselink

Laboratory Quizzes (for practice of learning the material):

- Lab quizzes are to be done on-line through the HTM*2700 CourseLink website: <https://courselink.uoguelph.ca/shared/login/login.html> .
- Information that will be on the quizzes is found in the “*Background Information*” sections of the Course Package and any associated readings for that lab (e.g. Fruit quiz will be on “*Fruit Background Information*” and readings).
- Each quiz will consist of 10 questions and you will have 15 minutes to complete the quiz. Each quiz can only be taken once.
- Once your quiz is completed you will be given your mark and answers to the questions you got wrong.
- There are a total of 10 quizzes.

Midterm 1 (20% of final grade):

- Midterm 1 will test any material covered from the start of classes to the end of VEGETABLE.

Midterm 2 (20% of final grade):

- The second midterm will test all material covered on STARCH, EGGS, MILK and CHEESE

Final Examination (30%):

- The final exam will be cumulative and therefore include all material studied in the course. However, the exam will emphasize information covered after Midterm 2 (Alt. Proteins, Meats, Quick Breads and Leavened breads).

NOTES:

- Both midterms and the final exam will be a combination of multiple-choice and short answer questions.
- Any student not writing a midterm or the final exam at the scheduled time will receive a grade of zero unless they have valid documentation to verify a medical, psychological or compassionate reason for missing the midterm.
- Students are responsible for ensuring that they do not have a time conflict with final exams in other courses. The Final Exam Schedule is available through WebAdvisor for Students. In the event of a conflict the student must drop one of the courses.
- **Religious Holidays** - Should you need to miss tests for religious reasons, please advise Professor Crerar at least 2 weeks in advance so that arrangements can be made.

Course Policy regarding use of electronic devices and recording of lectures

Recording of classes is provided by the instructor and copying or distributing recordings is expressly forbidden without consent of the instructor. Recordings are solely for the use of the registered student and may not be reproduced, or transmitted to others.

****NEW** Special Course Guidelines on COVID-19 and in-class labs**

I recognize since March 2020 things have been difficult and even as we move forward there is still uncertainty. Your safety, health, and well-being is a primary concern for me and I am willing to support you in any way that I can. In order to ensure safety in the face-to-face classroom I'm asking that we all must do our part to reduce risk to ourselves and others.

Expected Behavior:

Wearing Masks in the Classroom is Mandatory

It is necessary for all students, faculty, and staff to wear facemasks or cloth face coverings in classrooms, laboratories and other public spaces where in-person instruction occurs. We require the wearing of masks covering the nose and mouth in all physical classrooms to help mitigate the transmission of COVID-19. The University of Guelph as a community views the adoption of mask wearing as a sign keeping others safe. Students who cannot wear a face covering due to a medical condition or disability, or who are unable to remove a mask without assistance, should contact their professor.

Health-related Class Absences

Please regularly evaluate your own health according to Guelph – Wellington Public Health (<https://www.wdgpulichealth.ca/>) or <https://www.uoguelph.ca/covid19/covid-info-for-students> . Do not attend class if you are ill / having any COVID symptoms.

You are encouraged to seek appropriate medical attention, the UofG Student Wellness Centre (<https://wellness.uoguelph.ca/>) is available to book an appointment with a medical professional.

In the event of having COVID-19 or other contagious illness, please do not come to class. Instead, email me about your absence as soon as you are able so that appropriate accommodations can be explored.

Please note that documentation (a Doctor's note) for medical absences is not required. As part of their commitment to maintain confidentiality, to encourage more appropriate use of healthcare staff resources, and to support meaningful dialogue between instructors and students, Student Health Services will not provide documentation of illness.

I am committed to working with students with pre-existing medical and mental health needs, as well as new needs that may arise within the semester. I encourage you to reach out to me as early as possible to discuss any adjustments you think may be necessary in this course. Reasonable accommodations may include leveraging the course modules that have been developed in creative ways to maximize your access during times when students need to quarantine due to COVID exposure, or during an absence related to a disability or COVID-19 diagnosis. While I cannot guarantee any specific outcome, I am committed to working with you to explore all the options available in this course.

University Policies

Academic Consideration

When you find yourself unable to meet an in-course requirement because of illness or compassionate reasons, please advise the course instructor in writing, with your name, id#, and e-mail contact. While the University will not require verification of illness (doctor's notes) for the Fall 2021 semester it is still recommended to contact the instructor in order to discuss missed work.

Please note that the ongoing COVID-19 pandemic may necessitate a revision of the format of course offerings and academic schedules. Any such changes will be announced via CourseLink and/or class email. All University-wide decisions will be posted on the COVID-19 website (<https://www.uoguelph.ca/covid19/>) and circulated by email.

Academic Misconduct

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community, faculty, staff, and students to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring.

University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection. Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt.

Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

The Academic Misconduct Policy is detailed in the Undergraduate Calendar:

<http://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08...>

Accessibility

The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community's shared commitment to an open and supportive learning environment. Students requiring service or accommodation, whether due to an identified, ongoing disability or a short-term disability should contact the Centre for Students with Disabilities as soon as possible.

Equity, Diversity & Inclusion

At the Lang School of Business and Economics, we are committed to developing leaders with a social conscience, an environmental sensibility, and a commitment to their communities. A core tenet within this vision is that diversity is a strength with which we can experience greater connection and understanding.

As such, we affirm the importance and shared responsibility of our students, faculty, and staff creating and promoting equity and inclusion within our learning spaces. Creating these kinds of learning cultures is a process, not a destination; it requires ongoing willingness on the part of each person to thoughtfully and critically listen, unlearn, learn, and engage as they are exposed to a multitude of perspectives and lived experiences. We encourage dialogues between students and instructors to address and advance opportunities for fostering greater diversity and inclusion in the learning environment. Openness to conversations with each other enables us to reflect and grow as we learn from one another respectfully and holistically.

As a department that is training the professionals of the future, we expect our learning spaces to abide by all institutional policies and guidelines, in particular those outlined by the Office of Diversity and Human Rights and the [University of Guelph Human Rights Policy](#). Discrimination and harassment, as defined by our policies, will not be tolerated. Individuals should inform the appropriate party as per University policies if they experience any such behaviours.

Drop date: The last date to drop one-semester courses, without academic penalty, is **last day of semester classes**. For regulations and procedures for Dropping Courses, see the Academic Calendar:

Date Submitted to Chair:	Aug. 30 th , 2021
Chair Signature (Approval):	
Date Approved by Chair:	