I. Course Description

An understanding of the global food system for poultry products is important for protecting public health. This course will describe the poultry food system from farm to retail. Participants will visit a poultry processing plant to see the care and handling of the animals and discuss animal health and environmental issues related to the safety of poultry products. They also will visit a retail and/or food
service establishment handling poultry products to examine the storage, handling and sale of poultry products. The product distribution system will be mapped, and processing and distribution issues related to food safety will be discussed. Examples of real foodborne disease outbreaks involving poultry products will illustrate critical control points in the production of safe poultry products.

**Competencies**

The core competencies in Public Health Preparedness and Response identified in the CDC planning model that apply to this course include:

**Domain 1: Model Leadership**
1.1 Solve problems under emergency conditions
1.3 Facilitate collaboration with internal and external partners

The core competencies identified in the HRSA Council of Linkages model that apply to this course include:

**2. Policy Development/Program Planning Skills** Tier 2:
2.1. Analyzes information relevant to specific public health policy issues

**8. Leadership and Systems Thinking Skills** Tier 2:
8.4. Analyzes internal and external problems that may affect the delivery of Essential Public Health Services

**II. Course Prerequisites**

None

**III. Course Goals and Objectives**

Upon completion of this course, students will be able to:

- Describe the elements food system as it relates to poultry products
- Identify the major industry groups involved in the poultry food system and give examples of products and byproducts produced by the system.
- Trace a consumer poultry product from the farm to the consumer.
- Understand the context in which food safety policy must be formulated and implemented.
- Promote the concept of food system biosecurity as a prerequisite for safe, abundant, affordable and diverse poultry products.

**IV. Methods of Instruction and Work Expectations**

The course will consist of a 2-hour overview of the poultry industry from farm to consumer and a full day interactive field experience. Students will interact with producers, processors, retailers and government regulatory officials during the field experience.

Attendance is required for both the overview and the field activity. Students not participating in both the overview and the field experience will be assigned a failing grade.

Course grading will be determined on the basis of an assignment completed during the field experience and a written assignment due within 5 days of the completion of the field experience.

**In class assignment (completed during field trip): 100 points**
Assignment description: Short answers about the process at each facility visited

**Post field trip assignment: 100 points**
Assignment description: Approximately 15 short answers and flow diagrams. Questions will focus on important steps in the production process from farm-to-table including drawing a flow diagram describing the process for one product, identifying risk of introducing contamination (pathogens and non-pathogens) at different stages, and prevention strategies to maximize the safety of food products. Sufficient time to
complete the assignment will be offered at the end of the class period, however, the deadline will be 1 week after completion of the field trip.

WAIVERS/AGREEMENTS/CONFIDENTIALITY
The sites you are visiting may require you to sign a variety of visitor agreements including a waiver and release of liability, confidentiality or non-disclosure agreements, disclosure of exposure, and agreements to follow manufacturing and food defense policies established by the individual plants and/or sites. Failure to sign the documents will exclude you from participation in the course and violation of the terms in any of the agreements may result in a failing grade”.

V. Course Text and Readings

Required online readings & websites listed on the syllabus can be accessed by clicking on the weblink, if provided. Journal articles and other readings are available as PDF documents on the Moodle site associated with this course. Or, you can access them through PubMed or the University Libraries. Students are responsible for downloading all course materials and completing pre-course assignments.

Access Course Moodle Site

- go to www.umn.edu click on the “myU” button
- login with your University ID and password
- scroll to your course and click on the Moodle site link.

Readings:


VI. Course Outline/Weekly Schedule

<table>
<thead>
<tr>
<th>Day 1</th>
<th>Overview (2 hours)—Targets Poultry Industry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day 2</td>
<td>Experiential activity (all day)—Visits to farms, processing and retail</td>
</tr>
</tbody>
</table>
VII. Evaluation and Grading

Course grading will be determined on the basis of an assignment competed during the field experience and a written assignment due within 5 days of the completion of the field experience.

- Field notes 100 points/50% of grade
- Written assessment 100 points/50% of grade

Students may make up the exam with the consent of the instructor. Attendance is required. Students who miss class without prior consent of the instructor will receive a failing grade.

This course is offered S/N only

- S/N option must complete all assignments to a C- level (70%):

<table>
<thead>
<tr>
<th>S</th>
<th>Achievement that is satisfactory which is equivalent to a C- or better (achievement is at the discretion of the instructor but may be no lower than a C-).</th>
</tr>
</thead>
<tbody>
<tr>
<td>N</td>
<td>Represents failure (or no credit) and signifies that the work was either (1) completed but at a level of achievement that is not worthy of credit or (2) was not completed and there was no agreement between the instructor and the student that the student would be awarded an I.</td>
</tr>
</tbody>
</table>

Course Evaluation

Beginning in fall 2008, the SPH will collect student course evaluations electronically using a software system called CoursEval: www.sph.umn.edu/courseval. The system will send email notifications to students when they can access and complete their course evaluations. Students who complete their course evaluations promptly will be able to access their final grades just as soon as the faculty member renders the grade in SPHGrades: www.sph.umn.edu/grades. All students will have access to their final grades through OneStop two weeks after the last day of the semester regardless of whether they completed their course evaluation or not. Student feedback on course content and faculty teaching skills are an important means for improving our work. Please take the time to complete a course evaluation for each of the courses for which you are registered.

Incomplete Contracts

A grade of incomplete “I” shall be assigned at the discretion of the instructor when, due to extraordinary circumstances (e.g., documented illness or hospitalization, death in family, etc.), the student was prevented from completing the work of the course on time. The assignment of an “I” requires that a contract be initiated and completed by the student before the last official day of class, and signed by both the student and instructor. If an incomplete is deemed appropriate by the instructor, the student in consultation with the instructor, will specify the time and manner in which the student will complete course requirements. Extension for completion of the work will not exceed one year (or earlier if designated by the student’s college). For more information and to initiate an incomplete contract, students should go to SPHGrades at: www.sph.umn.edu/grades.

University of Minnesota Uniform Grading and Transcript Policy - A link to the policy can be found at onestop.umn.edu.

VIII. Other Course Information and Policies

Grade Option Change

For full-semester courses, students may change their grade option, if applicable, through the second week of the semester. Grade option change deadlines for other terms (i.e. summer and half-semester courses) can be found at onestop.umn.edu. The grading option for Public Health Institute courses may not be changed after the second day of class for 4-day courses. Grading options for 2 day courses may not be changed after the first day class.

Course Withdrawal

Students should refer to the Refund and Drop/Add Deadlines for the particular term at onestop.umn.edu for information and deadlines for withdrawing from a course. As a courtesy, students should notify their instructor and, if applicable, advisor of their intent to withdraw.
Students wishing to withdraw from a course after the noted final deadline for a particular term must contact the School of Public Health Office of Admissions and Student Resources at sph-ssc@umn.edu for further information.

WITHDRAWAL POLICY FOR PUBLIC HEALTH INSTITUTE COURSES
School of Public Health students may withdraw from a 4-day course through the second day of class without permission and no "W" will appear on the transcript. Students enrolled in 2-day courses may withdraw only through the first day of class. After these withdrawal deadlines pass students are required to do the following.

- The student must contact and notify their advisor and course instructor informing them of the decision to withdraw from the course.
- The student must send an e-mail to the SPH Student Services Center (SSC) at sph-ssc@umn.edu. The email must provide the student name, ID#, course number, section number, semester, and year with instructions to withdraw the student from the course, and acknowledgement that the instructor and advisor have been contacted.
- The advisor and instructor must email the SSC acknowledging the student is canceling the course. All parties must be notified of the student's intent.
- The SSC will complete the process by withdrawing the student from the course after receiving all emails (student, advisor, and instructor). A "W" will be placed and remain on the student transcript for the course.

Student Conduct Code
The University seeks an environment that promotes academic achievement and integrity, that is protective of free inquiry, and that serves the educational mission of the University. Similarly, the University seeks a community that is free from violence, threats, and intimidation; that is respectful of the rights, opportunities, and welfare of students, faculty, staff, and guests of the University; and that does not threaten the physical or mental health or safety of members of the University community.

As a student at the University you are expected adhere to Board of Regents Policy: Student Conduct Code. To review the Student Conduct Code, please see:

Note that the conduct code specifically addresses disruptive classroom conduct, which means "engaging in behavior that substantially or repeatedly interrupts either the instructor's ability to teach or student learning. The classroom extends to any setting where a student is engaged in work toward academic credit or satisfaction of program-based requirements or related activities."

Use of Personal Electronic Devices in the Classroom
Using personal electronic devices in the classroom setting can hinder instruction and learning, not only for the student using the device but also for other students in the class. To this end, the University establishes the right of each faculty member to determine if and how personal electronic devices are allowed to be used in the classroom. For complete information, please reference:

Scholastic Dishonesty
You are expected to do your own academic work and cite sources as necessary. Failing to do so is scholastic dishonesty. Scholastic dishonesty means plagiarizing; cheating on assignments or examinations; engaging in unauthorized collaboration on academic work; taking, acquiring, or using test materials without faculty permission; submitting false or incomplete records of academic achievement; acting alone or in cooperation with another to falsify records or to obtain dishonestly grades, honors, awards, or professional endorsement; altering, forging, or misusing a University academic record; or fabricating or falsifying data, research procedures, or data analysis. (Student Conduct Code: http://regents.umn.edu/sites/default/files/policies/Student_Conduct_Code.pdf) If it is determined that a student has cheated, he or she may be given an "F" or an "N" for the course, and may face additional sanctions from the
The Office for Student Conduct and Academic Integrity has compiled a useful list of Frequently Asked Questions pertaining to scholastic dishonesty: http://www1.umn.edu/oscai/integrity/student/index.html. If you have additional questions, please clarify with your instructor for the course. Your instructor can respond to your specific questions regarding what would constitute scholastic dishonesty in the context of a particular class—e.g., whether collaboration on assignments is permitted, requirements and methods for citing sources, if electronic aids are permitted or prohibited during an exam.

**Makeup Work for Legitimate Absences**

Students will not be penalized for absence during the semester due to unavoidable or legitimate circumstances. Such circumstances include verified illness, participation in intercollegiate athletic events, subpoenas, jury duty, military service, bereavement, and religious observances. Such circumstances do not include voting in local, state, or national elections. For complete information, please see: http://policy.umn.edu/Policies/Education/Education/MAKEUPWORK.html.

**Appropriate Student Use of Class Notes and Course Materials**

Taking notes is a means of recording information but more importantly of personally absorbing and integrating the educational experience. However, broadly disseminating class notes beyond the classroom community or accepting compensation for taking and distributing classroom notes undermines instructor interests in their intellectual work product while not substantially furthering instructor and student interests in effective learning. Such actions violate shared norms and standards of the academic community. For additional information, please see: http://policy.umn.edu/Policies/Education/Education/STUDENTRESP.html.

**Sexual Harassment**

"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature. Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working or academic environment in any University activity or program. Such behavior is not acceptable in the University setting. For additional information, please consult Board of Regents Policy: http://regents.umn.edu/sites/default/files/policies/SexHarassment.pdf.

**Equity, Diversity, Equal Opportunity, and Affirmative Action**

The University will provide equal access to and opportunity in its programs and facilities, without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression. For more information, please consult Board of Regents Policy: http://regents.umn.edu/sites/default/files/policies/Equity_Diversity_EO_AA.pdf.

**Disability Accommodations**

The University of Minnesota is committed to providing equitable access to learning opportunities for all students. Disability Services (DS) is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations.

If you have, or think you may have, a disability (e.g., mental health, attentional, learning, chronic health, sensory, or physical), please contact DS at 612-626-1333 to arrange a confidential discussion regarding equitable access and reasonable accommodations.

If you are registered with DS and have a current letter requesting reasonable accommodations, please contact your instructor as early in the semester as possible to discuss how the accommodations will be applied in the course.

For more information, please see the DS website, https://diversity.umn.edu/disability/.

**Mental Health and Stress Management**

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. University of Minnesota services are available to
assist you. You can learn more about the broad range of confidential mental health services available on
campus via the Student Mental Health Website: http://www.mentalhealth.umn.edu.

**Academic Freedom and Responsibility: for courses that do not involve students in research**

Academic freedom is a cornerstone of the University. Within the scope and content of the course as defined
by the instructor, it includes the freedom to discuss relevant matters in the classroom. Along with this
freedom comes responsibility. Students are encouraged to develop the capacity for critical judgment and to
engage in a sustained and independent search for truth. Students are free to take reasoned exception to the
views offered in any course of study and to reserve judgment about matters of opinion, but they are
responsible for learning the content of any course of study for which they are enrolled.*

Reports of concerns about academic freedom are taken seriously, and there are individuals and offices
available for help. Contact the instructor, the Department Chair, your adviser, the associate dean of the
college, or the Vice Provost for Faculty and Academic Affairs in the Office of the Provost. [Customize with
names and contact information as appropriate for the course/college/campus.]

* Language adapted from the American Association of University Professors "Joint Statement on Rights and
   Freedoms of Students".

Template update 9/2013