

**Collin College Syllabus**  
**Division of Business, Engineering & Information Technologies**  
**Hospitality & Food Service Management**

Course Number: RSTO 1380

Course Title: Cooperative Education – Restaurant, Culinary and Catering Management

Course Description: Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.

Course Credit Hours      3 credits              1 Lecture              0 Lab              20 Ext              336 Total Contact Hours

Prerequisite: Nine credit hours of any combination of HAMG courses

Corequisite: None

College Repeat Policy: *A student may repeat this course only once after receiving a grade, including "W".*

Course Delivery Method: Career related work experience averaging 20 hours per week and an average of one seminar hour per week.

Textbook: None

Supplies: None

Student Learning Outcomes: As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.

Course Requirements: Student must attend an orientation, a goal setting workshop, and ethics workshop if required by the faculty or division, and an additional 12-14 hours of scheduled seminar sessions, establish five specific competency based goals, complete 320 work hours at an approved work site, and complete a 3 to 5 page double spaced, typed, "Reflection Paper."

Method of Evaluation: The final course grade will be based upon completion of the following components: 320 documented work hours, 16 documented seminar hours, learning contract with 5 competency-based goals, reflection paper (3-5 typed pages), employer evaluation, CWE faculty coordinator's evaluation.

Attendance Policy: See Faculty Syllabus  
See the current *Collin Registration Guide* for the last day to withdraw.

**Religious Holy Days:** please refer to the current *Collin Student Handbook*

ADA Statement: It is the policy of Collin County Community College to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to contact the ACCESS office, SCC-G200 or 972.881.5898 (V/TTD: 972.881.5950) in a timely manner to arrange for appropriate accommodations.

Academic Ethics: The College District may initiate disciplinary proceedings against a student accused of scholastic dishonesty. Scholastic dishonesty includes, but is not limited to, statements, acts, or omissions related to applications for enrollment or the award of a degree, and/or the submission as one's own work material that is not one's own. Scholastic dishonesty may involve, but is not limited to, one or more of the following acts: cheating, plagiarism, collusion, use of annotated texts or teacher's editions, and/or falsifying academic records.

**Plagiarism** is the use of an author's words or ideas as if they were one's own without giving credit to the source, including, but not limited to, failure to acknowledge a direct quotation.

**Cheating** is the willful giving or receiving of information in an unauthorized manner during an examination, illicitly obtaining examination questions in advance, copying computer or Internet files, using someone else's work for the assignments as if it were one's own, or any other dishonest means of attempting to fulfill the requirements of a course.

**Collusion** is intentionally aiding or attempting to aid another in an act of scholastic dishonesty, including but not limited to, providing a paper or project to another student; providing an inappropriate level of assistance; communicating answers to a classmate during an examination; removing tests or answer sheets from a test site, and allowing a classmate to copy answers.

Tentative Course Calendar: See Faculty Syllabus