



Walters State Community College Course Syllabus

Course Information

Course Number and Name: CULA 2550 Meat Cutter I-Work Based Learn

Section ID: 81421.202380

Semester and Year: Fall 2023

Credit Hours: 3

Start Date: August 21, 2023

End Date: December 08, 2023

Course Format: CON - Conventional Methodology

Catalog Course Description: This class will provide the opportunity for the student to work with an industry partner who will provide work-based learning and training with oversight in the fabrication of beef, poultry and pork. The student will also receive training in the niche of the industry that the student chooses to engage (such as harvest floor employee, meat market manager, meat inspector, retail/wholesale meat processor).

Meeting Details: TBD

Course Drop Deadline: October 27, 2023

Instructor Information

Name: Alan Abrams

Role: Butchery Instructor

Office Location: CAPE 147

Office Hours: Scheduled as needed

Office Phone: 865-774-5817

Email: Alan.Abrams@ws.edu

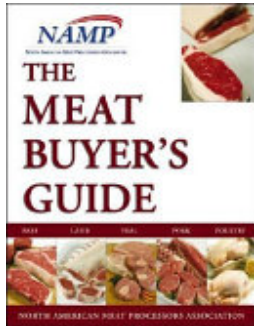
Supervisor Name: Joe Cairns

Supervisor Phone: 865-774-5816

Secretary Name: Deb Peachey

Secretary Phone: 865-774-5817

Required Textbook(s) and Materials



The Meat Buyers Guide

ISBN: 9780471747215

Authors: NAMP North American Meat Processors Association

Publisher: John Wiley & Sons

Publication Date: 2006-04-07

Additional Information

We will also be using Open Educational Resources to be provided throughout the semester.

Supplemental or Optional Materials

We will also be using Open Educational Resources to be provided throughout the semester.

Student Learning Outcomes/Objectives

- 1. Maintain an ongoing journal for documentation of daily experiences.
 2. With the support of on-site mentor, butchery students will check off items completed from an inclusive competency list, done throughout the semester as the student meets each competency.
 3. Identify different primal and sub-primal cuts of meats for retail and wholesale merchandising.
 4. Successfully fabricate different cuts of meat for optimal retail and wholesale merchandising.
 5. Successfully understand the sanitation needs of a USDA/TDA inspected butchery facility.
 6. Understand how to fully utilize all components of the animal carcasses for optimal consumption.
 7. Successfully prepare and present value-added items for display and sale.

Instructional Approach and Methods

This class is a work-based learning class. The student will provide the work based learning site employer with the contract agreement. This contract should be completed prior to the student starting

at the host site. Each student will have an on-site mentor, which will usually be the supervisor overseeing the work of the student. With the guidance of the Walters State work based learning coordinator, the student will work with the on-site mentor to complete the competencies as they are fulfilled each week. It is advisable that the student confirm that the competency list is being completed on an ongoing basis. If this is not happening, the student should contact the instructor of record to rectify. If the host site is unable to complete this work in support of the butchery student, the student may be asked to re-locate to a different work site.

Assessment, Evaluation and Testing Procedures

Students will work with the on site "mentor" to achieve all competencies listed inclusively on eLearn. Student will also track the work done each week via journal entries and competency check offs, done with the support of the on-site mentor.

Item Graded	Percentage	Point Value
Weekly Journal Entries (13)	20%	200 points
Competencies Met	60%	600 points
Student Mid-Term Evaluation	5%	50 points
Employer Mid-Term Evaluation	5%	50 points
Student Final Evaluation	5%	50 points
Employer Final Evaluation	5%	50 points
TOTAL	100%	1000 points

Grading Scale

A	100%-90% (90-100)
B	89%- 80% (80-89)
C	79%- 70% (70-79)
D	69%- 60% (60-69)
F	59% and below (59 and below)

Assignments

Students will complete weekly journal entries. These journals will be brought into class each week to be submitted to the instructor. The student will also have a competency list that will be reviewed each week with the guidance and support of class instructor. Students are expected to complete a journal entry each day worked, listing out the items achieved in the workplace. The mentor will sign off on the competencies met for the student each week as well.

Each student is also expected to complete a mid-term evaluation of the internship/work-based learning experience. The student will also provide the mentor with a host site mid-term evaluation on the student worker. Lastly, each student is expected to complete an end of semester final evaluation of the working experience. The student will provide the mentor with a final evaluation form to provide insight into the student work experience from the employer perspective. These documents should be submitted in a timely manner, as shown in the provided outline located in eLearn.

Class Participation

Students are required to work a minimum of 300 hours of "work-based learning" during each semester. These hours are documented on the weekly journal submissions which the student will provide each week to the class instructor. Over the semester, the student should work an average of 24 hours if working 13 weeks, and an average of 20 hours if working for 15 weeks. If a student is unable to complete these hours or is not paced to do so, the instructor will work with the student to provide additional time as needed to complete the expected work-based learning hours.

Course and Class Policies/Procedures

Students of the Walters State Butchery Program are expected to be "ambassadors" of the program when working off site. The same expectations of professionalism will apply in the workplace as in the on-campus classes. Should a student be dismissed from their job during the semester due to issues with professionalism, attendance or performance, the student grade will be affected. Any inconsistencies in the workplace should be communicated to the instructor as soon as they become apparent.

Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions). Plagiarism includes, but is not limited to the following:
 - a. Using cut/paste tool from original document with no references given.
 - b. Copying another student's work and submitting it as one's own.

- c. Forging or otherwise altering signatures.
 - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
- a. Utilizing old tests, projects, notes or written papers.
 - b. Providing unauthorized information to a fellow student about exam content.
 - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
 - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
 - e. Consulting with a classmate or others when taking a computerized test.
 - f. Disregarding other specific policies and procedures outlined for a particular class.
 - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
 - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

Student Resources

TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](https://www.walters.edu/academics/humanities/writing-lab)
[ws.edu/academics/humanities/writing-lab](https://www.walters.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://www.walters.edu/academics/mathematics/learning-lab)
[ws.edu/academics/mathematics/learning-lab](https://www.walters.edu/academics/mathematics/learning-lab)

TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](https://helpdesk.walters.edu)
helpdesk.walters.edu

STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](https://www.walters.edu/student-services/disability/)
[ws.edu/student-services/disability/](https://www.walters.edu/student-services/disability/)

SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

College Policies

STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog](http://catalog.ws.edu/).(opens in new window)
catalog.ws.edu/

[Walters State Timetable of Classes](http://ws.edu/admissions/registration/).(opens in new window)
ws.edu/admissions/registration/

PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student

information system (MyWS) will not be allowed to remain in class or receive credit for this course.

- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

FINANCIAL AID

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](#)

ws.edu/home/

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above

paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](#)
ws.edu/set/

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)