




**Department of Public Health Sciences  
Health Promotion Program Syllabus**

<b>Course Name:</b>	<b>Fundamentals of Nutrition</b>
<b>Course No:</b>	HSCI 2302
<b>Course CRN:</b>	14486
<b>Semester/Year</b>	Fall 2020
<b>Undergraduate credit hrs.</b>	3
<b>Class location:</b>	On-line (Synchronous) Students will be required to virtually meet at schedule days and time – Link available on BB – TR 12:00pm – 1:20pm
<b>Class instructor:</b>	<b>Ximena Burgos-Monzón, PhD.</b>
<b>Course Communication:</b>	<p>Please feel free to contact me throughout the semester using the <b>Blackboard Email</b>. Please note that as a rule I do not reply to emails on weekends (Friday late afternoon until Monday morning). I will make every attempt to respond to your e-mail within 24-48 hours of receipt.</p> <p>When e-mailing me, be sure to email from your UTEP course messages on Blackboard. In the body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number.</p> <p>If you send a message via email that you think requires my urgent attention, you may type "URGENT HSCI 2302 CRN: _____" in the subject line. Please save such messages for real urgent cases</p> <p><b><u>Important:</u></b> When using a cell phone to send an email always include a courteous greeting and closing.</p>
<b>Office hours:</b>	<p>We will not be able to meet on campus, but I will still have office hours for your questions and comments about the course. My office hours will be held on <b>Blackboard Collaborate</b> by appointment.</p> <p>You can locate the link it on the left hand menu on the course.</p>
<b>Course description:</b>	Includes a study of the nutrients and their sources, their metabolic functions and effects of wellbeing and health problems; also the components of adequate diets and local, national and world nutritional problems.
<b>Course pre-requisites:</b>	BIOL 1305 with a grade of "C" or better.
<b>Major learning expected Learning Outcomes:</b>	<p><b><i>By the end of this course, students will be able to:</i></b></p> <ol style="list-style-type: none"> <li>1. Understand the importance of good nutrition</li> <li>2. Identify primary goals and objectives as described in <i>Healthy People 2020</i> and <i>Dietary Guidelines for Americans 2015</i></li> <li>3. Identify and explain the function of the major organs involved in the digestion and absorption of food</li> <li>4. Identify and describe the physiological function, sources, and requirements for major nutrients (e.g. proteins, carbohydrates, fats, vitamins, minerals, and water) by our body</li> <li>5. Identify the different components of a food label; learn how to read and interpret the label information given related to one's own nutritional needs</li> <li>6. Learn about different nutrients which are positively related to health and identify those that increase risk of developing chronic disease</li> <li>7. Analyze the relationship between energy balance and weight management</li> <li>8. Identify the basic principles of food sanitation, safety and food insecurity</li> <li>9. Identify the principles of optimum nutrition and mindful eating.</li> </ol>



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<b>Required textbooks</b>	 <p><b>Sizer - Bundle: Nutrition: Concepts and Controversies, Loose-leaf Version, 15th + MindTap 1 term Printed Access Card</b> OR <b>Sizer/Whitney - MindTap for Sizer/Whitney's Nutrition: Concepts and Controversies, 1 term Printed Access Card</b> OR <b>Cengage - Cengage Unlimited, 1 term (4 months) Instant Access</b></p> <p>The materials required for this class—and any other classes using Cengage products—are included in ONE Cengage Unlimited subscription. For \$119.99 per semester, you get access to ALL your Cengage eTextbooks and online homework in ONE place. Four FREE hardcopy textbook rentals are also available for select titles; just pay \$7.99 S&amp;H each.</p> <p><b>Note:</b> You only need to purchase one Cengage Unlimited subscription to add any Cengage eTextbook or online homework for other classes to your dashboard at no additional cost.</p> <p>Download the free <i>Cengage Mobile App</i> to get your Cengage eTextbooks and study tools on your phone. Ask for Cengage Unlimited in the bookstore or visit <a href="http://cengage.com/unlimited">cengage.com/unlimited</a> to try it free.</p> <p>Beware of sites that are selling discounted Cengage Unlimited subscriptions. These sources are likely unauthorized sellers who have acquired access codes illegally, and transactions with such sources may pose a risk to your personal information</p>
<b>Technology Requirements</b>	<p>Course content is delivered via the Internet through the Blackboard learning management system. Ensure your UTEP e-mail account is working and that you have access to the Web and a stable web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, update your browser, clear your cache, or try switching to another browser.</p> <p>You will need to have access to a computer/laptop, scanner, a webcam, and a microphone. You will need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Check that your computer hardware and software are up-to-date and able to access all parts of the course.</p> <p>If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about <a href="#">Microsoft Office 365</a> and follow the instructions.</p> <p><b>IMPORTANT:</b> If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP <a href="#">Help Desk</a> as they are trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you!</p>



<b>Course Name:</b>	<b>Fundamentals of Nutrition</b>														
<b>Assessment strategies:</b>	<p><b>Assessments</b></p> <ol style="list-style-type: none"> <li><b>Dietary Analysis (DA):</b> Students will complete the Dietary Analysis using Mind Tap Diet &amp; Wellness website. Additional Instruction on this assignment and necessary forms required can be found on Mind Tap and Blackboard. Late work policy: <u>15 points will be deducted for late DA, for every class day that these is late.</u></li> <li><b>Exams:</b> There will be a total of <u>5 exams</u>. There will be NO make-up exam if missed. The lowest of the five exams grade will be <b>dropped</b> (final exam will not be dropped). Each exam will be based on material covered since the previous exam. <i>However, one must realize that information in nutrition is cumulative and highly interrelated. Therefore, just because a concept appears on an Exam does NOT mean that it will not appear on future exam or quizzes.</i></li> <li><b>Participation:</b> Will be assessed by the use of Blackboard and Mind Tap- additional information can be found on Blackboard.</li> <li><b>Attendance</b> - Students are required to attend synchronous virtual class. Link to access will be available on Blackboard on the left hand menu under Live Class.</li> <li><b>Discussion boards-</b> three discussion boards are available on BB.             <ol style="list-style-type: none"> <li>Introduction: use this board to introduce yourself to your classmates</li> <li>Dietary Guidelines 2015</li> <li>Help Board (ungraded)</li> </ol> </li> <li><b>Final Exam</b> is comprehensive and will be available On-line on the day Final exam is scheduled according to the University's Calendar. The final exam will make use of Respondus LockDown Browser inside of Blackboard to promote academic integrity. You are encouraged to learn more about how to use the program prior to the first test.</li> </ol>														
<b>Grading Scale &amp; Criteria</b>	<p><b>Student performance</b> Work must be <b>neatly and professionally</b> typed, unacceptable written assignments will have points deducted. Additional instructions and necessary forms required for each assignment can be found on Blackboard.</p> <p><b>100% of the Grade- Assignments:</b></p> <table border="1" data-bbox="456 1325 1487 1570"> <tr> <td>1. Dietary Analysis</td> <td>280</td> </tr> <tr> <td>2. Four Exams (60 points each)</td> <td>240</td> </tr> <tr> <td>3. "Attendance (Synchronous Sessions)</td> <td>100</td> </tr> <tr> <td>4. Participation (Mind Tap &amp; Blackboard assignments)</td> <td>280</td> </tr> <tr> <td>5. Final Exam Comprehensive</td> <td>100</td> </tr> <tr> <td>Total</td> <td>1000 = 100%</td> </tr> <tr> <td>*-Extra Credit Available on Mind Tap</td> <td>55 points</td> </tr> </table> <p>Grading Scale:            900 – 1000 = A            800 – 899 = B            700 – 799 = C            600 – 699 = D            599 and Below = F</p> <p>* In order to obtain all points work must be clean, professional, and creative</p>	1. Dietary Analysis	280	2. Four Exams (60 points each)	240	3. "Attendance (Synchronous Sessions)	100	4. Participation (Mind Tap & Blackboard assignments)	280	5. Final Exam Comprehensive	100	Total	1000 = 100%	*-Extra Credit Available on Mind Tap	55 points
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<b>Course Name:</b>	<b>Fundamentals of Nutrition</b>
<b>Incomplete policy:</b>	<p>An “I” (incomplete grade) can be considered only if requested by the student in advance of the conclusion of the course and only for legitimate, documented <b>emergencies</b>. Failure to request and negotiate the terms of an “Incomplete” grade before the conclusion of the course will result in a denial except in the most extraordinary circumstances.</p> <p>Talk to the instructor immediately if you believe an incomplete is warranted. If granted, the instructor and student will establish a contract of work to be completed with deadlines.</p>
<b>Attendance and Participation:</b>	<p>It is expected that all students enrolled in <b>HSCI 2302 Fundamentals of Nutrition</b> to participate in all instructional activities. Online courses are no different from classroom courses in regards to attendance. Participation is defined accordingly under assignment strategies. Students “attendance” on online courses is defined as active participation on the course as described in the course syllabus.</p> <p>Online courses will have, at minimum, weekly mechanism for student participation, which can be documented by any or all of the following methods:</p> <ol style="list-style-type: none"><li>1. Reading/viewing all course materials to ensure understanding of assignment requirements.</li><li>2. Participating in engaging discussion with your peers on the discussion boards (grading rubric provided in the “grading information” area of each forum)</li><li>3. Participating in scheduled Blackboard Collaborate sessions</li><li>4. Other activities as indicated in the weekly modules</li><li>5. Submission/completion of assignment and evaluations</li><li>6. Communication with the instructor</li></ol> <p>Students who do not log on to the course within the drop/add period for the course will be dropped from the course. Students who fail to maintain an active participation in an online course as defined in the course syllabus will be processed in accordance with the university’s current attendance policy.</p> <p><b>Other Attendance Policy:</b> Class participation is a <b>mandatory</b> component of this course. It is the student’s responsibility to get all assignments and/or class notes. Not knowing about an exam or assignment due date because lack of participation in the course is not a valid excuse.</p>
<b>Reading assignments &amp; Test Proctoring Software:</b>	<p>All assigned readings need to be completed prior to coming to the next scheduled class session. Example: the reading assignments for week 2 need to be completed prior to coming to the week 2 class session.</p> <p>Please review the following guidelines regarding testing:</p> <ul style="list-style-type: none"><li>• The assessments will only be available at the times identified on the course calendar.</li><li>• You may take the test at any time during the available time-frame window.</li><li>• A reliable Internet connection is essential to completing the exam. If you must go to a location to take the exam (such as the library), be sure to follow their health and safety requirements.</li><li>• You have two attempts to take the test. Once the window closes, your answers will be saved, and no changes can be made. The first score saved will be recorded.</li></ul>



	<ul style="list-style-type: none"><li>• Respondus Lockdown Browser will require that all internet tabs are closed prior to the start of the test – only the final exam will be required to use this software.</li><li>• Respondus Monitor requires a webcam and microphone.</li><li>• You will be required to show the webcam your student ID prior to the start of the test.</li><li>• Your face should be completely visible during the test. Blocking the camera will disable the test.</li><li>• No notes or textbook materials are permitted during the test. Respondus Monitor requires you to take a video of your surrounding area (desk, chair, walls, etc.)</li><li>• You should not have conversations with other people and/or leave and return to the area during the test.</li></ul>
<b>Class recordings:</b>	<p>The use of recordings will enable you to have access to class lectures and group discussions. Our use of such technology is governed by the Federal Educational Rights and Privacy Act (FERPA) and UTEP’s acceptable-use policy. Any recording of class sessions will be kept and stored by UTEP, in accordance with FERPA and UTEP policies.</p> <p>Your instructor will not share the recordings of your class activities outside of course participants, which include your fellow students, teaching assistants, or graduate assistants, and any guest faculty or community-based learning partners with whom we may engage during a class session. <b>You may not share recordings outside of this course.</b> Doing so may result in disciplinary action.</p>
<b>Writing standards</b>	<p>Effective public health leaders and practitioners are also effective written as well as oral communicators. Written communication is a critical element of the communication process. Our MPH graduate program both recognizes and expects good writing to be the norm for course work. Please feel free to seek out assistance from the UTEP Writing Center. It is free and they are very helpful.</p>
<b>Netiquette</b>	<p>As we know, sometimes communication online can be challenging. It’s possible to miscommunicate what we mean or to misunderstand what our classmates mean given the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.</p> <ul style="list-style-type: none"><li>• Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other’s ideas.</li><li>• Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.</li><li>• When reacting to someone else’s message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.</li><li>• Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.</li></ul>



<b>Policy for late assignments</b>	Due dates for homework, exams, presentations and other assignments are designed for fairness to all students. No exceptions to those dates will be made excepting in cases of university-designated closures. All assignments due dates are specified in the course calendar. Please see additional document. Once the assignment closed, it will not be reopened unless
<b>Permission to record lectures &amp; discussions</b>	Not permitted without express permission of the instructor



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<p><b>Excused Absences and/or course drop policy:</b></p>	<p>According to UTEP Curriculum and Classroom Policies, “When, in the judgment of the instructor, a student has been absent to such a degree as to impair his or her status relative to credit for the course, the instructor may drop the student from the class with a grade of “W” before the course drop deadline and with a grade of “F” after the course drop deadline.” See academic regulations in the UTEP Undergraduate Catalog for a list of excuse absences. Therefore, if I find that, due to non-performance in the course, you are at risk of failing, I will drop you from the course. I will provide 24 hours advance notice via email</p>
<p><b>Accommodations Policy:</b></p>	<p>The University is committed to providing reasonable accommodations and auxiliary services to students, staff, faculty, job applicants, applicants for admissions, and other beneficiaries of University programs, services and activities with documented disabilities. In order to provide them with equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University.</p> <p>Students requesting an accommodation based on a disability must register with the <a href="#">UTEP Center for Accommodations and Support Services</a> (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at <a href="mailto:cass@utep.edu">cass@utep.edu</a>, or apply for accommodations online via the <a href="#">CASS portal</a>.</p>
<p><b>Student conduct:</b></p>	<p>Students are expected to be above reproach in all scholastic activities. Students who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and dismissal from the university. “Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, and the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another student, any act designed to give unfair advantage to a student or the attempt to commit such acts.” <u>Regent’s Rules and Regulations</u>, Part One, Chapter VI, Section 3.2, Subdivision 3.22. Since scholastic dishonesty harms the individual, all students, and the integrity of the University, policies on scholastic dishonesty will be strictly enforced. From the UTEP Dean of Student Affairs (<a href="http://studentaffairs.utep.edu/Default.aspx?tabid=4386">http://studentaffairs.utep.edu/Default.aspx?tabid=4386</a>) “It is an official policy of university that all suspected cases or acts of alleged scholastic dishonesty must be referred to the Dean of Students for investigation and appropriate disposition.</p> <p>Any student who commits an act of scholastic dishonesty is subject to discipline.</p> <p><u>Scholastic dishonesty includes, but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts”.</u></p> <p>Examples of “<b>cheating</b>” include:</p> <ul style="list-style-type: none"> <li>• Copying from the homework, on-line work or exams, engaging in written, oral, or any other means of communication with another student during an exam or homework assignment, or giving aid to or seeking aid from another student</li> </ul>



during a test;

- Possession and/or use during an exam or home test of materials which are not authorized by the person giving the test, such as class notes, books, or specifically designed “crib notes”;
- Using, obtaining, or attempting to obtain by any means the whole or any part of non-administered test, test key, homework solution, or computer program; using a test that has been administered in prior classes or semesters but which will be used again either in whole or in part without permission of the instructor; or accessing a test bank without instructor permission;
- Collaborating with or seeking aid from another student for an assignment without authority;
- Substituting for another person, or permitting another person to substitute for one's self, to take a test;

Falsifying research data, laboratory reports, and/or other records or academic work offered for credit.

“**Plagiarism**” means the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own academic work offered for credit, or using work in a paper or assignment for which the student had received credit in another course without direct permission of all involved instructors. NOTE: This includes cutting-and-pasting and photocopying from on-line and other material.

“**Collusion**” means the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any provision of the rules on scholastic dishonesty

Some of your course work and assessments may be submitted to Safe Assign, a plagiarism detecting software. Safe Assign software will be used for review of assignment submissions for originality. The software will help you learn how to properly attribute sources rather than paraphrase.





<b>Course Name:</b>	<b>Fundamentals of Nutrition</b>
<b>COVID-19 Precautions:</b>	<p>You must STAY AT HOME and REPORT if you (1) have been diagnosed with COVID-19, (2) are experiencing COVID-19 symptoms, or (3) have had recent contact with a person who has received a positive coronavirus test. Reports should be made at <a href="http://screening.utep.edu">screening.utep.edu</a>. If you know of anyone who should report any of these three criteria, you should encourage them to report. If the individual cannot report, you can report on their behalf by sending an email to <a href="mailto:COVIDaction@utep.edu">COVIDaction@utep.edu</a>.</p> <p>For each day that you attend campus—for any reason—you must complete the questions on the UTEP screening website (<a href="http://screening.utep.edu">screening.utep.edu</a>) prior to arriving on campus. The website will verify if you are permitted to come to campus. Under no circumstances should anyone come to class when feeling ill or exhibiting any of the known COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, and alternative instruction will be provided. Students are advised to minimize the number of encounters with others to avoid infection.</p> <p>Wear face coverings when in common areas of campus or when others are present. You must wear a face covering over your nose and mouth at all times in this class. If you choose not to wear a face covering, you may not enter the classroom. If you remove your face covering, you will be asked to put it on or leave the classroom. Students who refuse to wear a face covering and follow preventive COVID-19 guidelines will be dismissed from the class and will be subject to disciplinary action according to Section 1.2.3 <i>Health and Safety</i> and Section 1.2.2.5 <i>Disruptions</i> in the UTEP Handbook of Operating Procedures.</p> <p><b>(classes with on-campus meetings)</b> Please note that if COVID-19 conditions deteriorate in the City of El Paso, all course and lab activities may be transitioned to remote delivery</p>