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

<table>
<thead>
<tr>
<th>Course name:</th>
<th>Fundamentals of Nutrition</th>
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<tbody>
<tr>
<td>Course no.:</td>
<td>HSCI 2302</td>
</tr>
<tr>
<td>Course CRN:</td>
<td>26383</td>
</tr>
<tr>
<td>Semester/year</td>
<td>Spring 2016</td>
</tr>
<tr>
<td>Undergraduate credit hours:</td>
<td>3</td>
</tr>
<tr>
<td>Class location:</td>
<td>Online</td>
</tr>
<tr>
<td>Class meeting time:</td>
<td>N/A</td>
</tr>
<tr>
<td>Class instructor:</td>
<td>Ximena Burgos-Monzon, Ph.D.</td>
</tr>
<tr>
<td>Office location:</td>
<td>CHS 413</td>
</tr>
<tr>
<td>Phone:</td>
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**Email:**
Please feel free to contact me throughout the semester using the my regular email address [xburgos@utep.edu](mailto:xburgos@utep.edu)

Please note that as a general rule I do not reply to email on weekends (Friday late afternoon until Monday morning). If you send a message via email that you think requires my urgent attention, you may type “URGENT HSCI 2302” in the subject line. Please save such messages for real urgent cases

**Important:** Please include your course CRN in the subject line along with a brief description for the reason of the email. When using a cell phone to send an email always include a courteous greeting and closing.

**Office hours:**
By email or by appointment

**Preferred contact method:**
Email [xburgos@utep.edu](mailto:xburgos@utep.edu)

**Course description:**
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.

**Course pre-requisites:**
BIOL 1305 with a grade of "C" or better.

**Required textbooks:**
NUTR, By Michelle Kay McGuire/Kathy A. Beerman. 2013 Wadsworth Cengage Learning

**Supplemental reading/Resources:**
Super Tracker/Food Tracker [https://www.supertracker.usda.gov/default.aspx](https://www.supertracker.usda.gov/default.aspx) (Free from USDA)

Computer with Internet access

**Course format:**
Online

**Major learning objectives (must be numbered):**
By the end of this course, students will be able to:

1. Understand the importance of good nutrition
2. Identify primary goals and objectives as described in Healthy People 2020
3. Identify and explain the function of the major organs involved in the digestion and absorption of food
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
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
6. Learn about different nutrients which are positively related to health and identify those that increase risk of developing chronic disease
7. Analyze the relationship between energy balance and weight management
8. Identify the basic principles of food sanitation, safety and food insecurity
9. Identify the principles of optimum nutrition

**Assessment strategies: (must be numbered)**

Written Examinations
1. There will be 4 module exams and one comprehensive final exam. Final exam will comprise text chapters and lecture notes.
2. There will be NO make-up exams if exam is missed.
3. Work must be **neatly and professionally** written or typed, unacceptable written assignments will have points deducted. 5 points will be deducted for late work, for every class day that these are late.
4. Additional instructions on homework assignments and necessary forms required for these assignments can be found on Blackboard.
5. Quizzes will be given every other week throughout the semester. Each quiz will be completed using Blackboard. Students will have 30 minutes to complete the quiz which will be worth 10 points (2% total grade). A total of 8 quizzes will be given but only the five highest grades will be part of the final grade. Therefore, there will be **NO Makeup Quizzes**. Quizzes will be based on class notes, handouts, and materials in the textbook or additional readings. Each quiz will be based on material covered since the previous quiz. **However, one must realize that information in nutrition is cumulative and highly interrelated. Therefore, just because a concept appears on a quiz or exam does NOT mean that it will not appear on future tests and quizzes.**

**Grading scale & criteria**

**Student performance**
Work must be **neatly and professionally** typed, unacceptable written assignments will have points deducted.
Additional instructions and necessary forms required for each assignment can be found on Blackboard.

<table>
<thead>
<tr>
<th>Components of the Grade</th>
<th>% of the grade</th>
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<tbody>
<tr>
<td>Exams (10% each)</td>
<td>50%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>10%</td>
</tr>
<tr>
<td>Dietary Analysis*</td>
<td>15%</td>
</tr>
<tr>
<td>Recipes*</td>
<td>10%</td>
</tr>
<tr>
<td>Discussion*</td>
<td>10%</td>
</tr>
<tr>
<td>Vitamins and Minerals*</td>
<td>5%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
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**Grading Scale:**
- >90% ......................... A
- 80%-89.4 ..................... B
- 70%-79.4% .................... C
- 60%-69.4% ..................... D
- <59.4% ........................ F

* In order to obtain all points work must be clean, professional and creative

**Incomplete policy:**
An “I” (incomplete grade) can only be considered only if requested by the student in advance of the conclusion of the course and only for legitimate, documented
emergencies. 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.

### Course/Instructor & Institutional Policies

#### Attendance:
It is expected that all students enrolled in HSCI 2302 Fundamentals of Nutrition to participate in all instructional activities. Online courses are no different from classroom courses in regards to attendance. Participation must be defined accordingly. Students “attendance” in online courses will be defined as active participation in the course as described in the course syllabus. Online courses will have, at minimum, weekly mechanism for student participation, which can be documented by any or all of the following methods:
1. Student participation in discussion
2. Submission/completion of assignment and evaluations
3. Communication with the instructor.

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.

**Other Attendance Policy:** Class participation is a **mandatory** 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 class is not a valid excuse.

#### Reading assignments:
All assigned readings need to be completed prior to next scheduled class online session. Example: the reading assignments for week 2 need to be completed prior to week 2 is over.

#### Writing standards
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 undergraduate 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.

#### Policy for late assignments
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. Five (5) points will be deducted for each day an assignment is late (including weekend days).

#### Permission to record lectures & discussions
Not permitted without express permission of the instructor

### Student conduct:
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.”
Regent’s Rules and Regulations, 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 (http://studentaffairs.utep.edu/Default.aspx?tabid=4386) “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. Any
student who commits an act of scholastic dishonesty is subject to discipline.
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, taking an examination for another person, any act
designed to give unfair advantage to a student or the attempt to commit such acts”.

Examples of “cheating” include:

- 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 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.