

**The University of Texas at El Paso  
Department of Public Health Sciences  
Course Syllabus**

<b>Course Name:</b>	<b>Nutritional Assessment</b>
<b>Course Number:</b>	HSCI 4322
<b>Course CRN:</b>	13341
<b>Semester/Year</b>	Fall 2023
<b>Undergraduate credit hrs.</b>	3
<b>Class location:</b>	On-line (asynchronous) Students will <b>not</b> be required to meet at specific days or times.
<b>Class instructor:</b>	<b>Ximena Burgos-Monzón, PhD.</b>
<b>Course description:</b>	<p>Introduction to the role of nutrition in promoting, maintaining, and improving the health in the community. Includes nutritional studies of groups and community resources and programs providing nutritional services. Analysis of nutrition problems, and practices in the community with emphasis on underserved populations. Development of nutrition policy and legislation and ethical and legal issues in nutrition practice.</p> <p>Students enrolled in HSCI 4322 should have successfully completed HSCI 2302 Fundamentals of Nutrition with a grade of "C" or better</p>
<b>Course Communication:</b> (How we will stay in contact with each other)	<p>Because this is an online class, we won't see each other in the ways you may be accustomed to: during class time, small group meetings, and office hours. However, there are a number of ways we can keep the communication channels open:</p> <ul style="list-style-type: none"> <li>• <b>Office Hours:</b> 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 ZOOM using this <a href="#">link</a> - and during the following times: <ul style="list-style-type: none"> <li>- Mondays: 11:00a.m. – 12:00p.m. Mountain Time</li> <li>- Thursdays: 4:00p.m. – 5:00p.m. Mountain Time</li> <li>- By appointment</li> </ul> </li> <li>• <b>Email:</b> Blackboard course e-mail is the best way to contact me. I will make every attempt to respond to your e-mail within 24-48 hours of receipt. When e-mailing me, be sure to email from the Blackboard course. 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. If you send a message via email that you think requires my urgent attention, you may type <b>“URGENT HSCI 4322 CRN: _____”</b> in the subject line. Please save such messages for real urgent cases</li> </ul> <p><b><u>Important:</u></b> When using a cell phone to send an email always include a courteous greeting and closing.</p> <ul style="list-style-type: none"> <li>• <b>Discussion Board:</b> If you have a question that you believe other students may also have, please post it in the Help Board of the discussion boards inside of Blackboard. Please respond to other students' questions if you have a helpful response.</li> <li>• <b>Announcements:</b> Check the Blackboard announcements frequently for any updates, deadlines, or other important messages</li> </ul>

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<b>Student Learning Objectives:</b>	<p>Introduction of basic concepts to acquire the ability to assess nutritional status of individuals and communities accurately.</p> <p><b>By the end of this course, students will be able to:</b></p> <ol style="list-style-type: none"> <li>1. Demonstrate knowledge of nutritional assessment and monitoring, use of nutritional reference standards and guidance systems.</li> <li>2. Acquire knowledge about qualitative and quantitative dietary assessment methods and evaluate them against the 2020- 2025 Dietary Guidelines.</li> <li>3. Gain an understanding of the advantages and disadvantages of various approaches used to evaluate the nutritional status of individual and communities.</li> <li>4. Identify and describe basic training in common anthropometric methods.</li> <li>5. Gain an understanding of the appropriate applications of biochemical and clinical methods and interpretation of results in nutritional assessment of individuals and population</li> <li>6. Identify the principles of optimum nutrition and mindful eating.</li> </ol>
<b>Required textbooks</b>	<div data-bbox="456 821 776 1222" data-label="Image"> </div> <p><b>Nutritional Assessment – Clinical and Research Applications</b> by Nancy Munoz</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>

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<b>Assignment and Assessment strategies:</b>	<p><b>Assessments</b></p> <ol style="list-style-type: none"> <li>1. There will be <b>one midterm exam</b> and a <b>final exam</b> comprised of text chapters and lecture notes. There will be <b>NO</b> make-up exams if exam is missed, unless if missed because University related reasons. Students must access course schedule for dates.</li> <li>2. <b>Quizzes-</b> Six quizzes related to specific topics will be available for module 1, 2, 3, 4, 5 &amp; 6. Quizzes will be delivered via Blackboard and students have two attempts to take each quiz. Additional information available on blackboard.</li> <li>3. <b>Dietary analysis:</b> Students will complete a Dietary Analysis using ASA 24. ASA24 is a freely available Web-based tool that enables automated self-administered 24-hour recalls. ASA24 consists of a Respondent Web site used to collect recall data and a Researcher Web site used to manage study logistics and obtain data analyses. Additional information on Blackboard.</li> <li>4. <b>Participation</b> in On-line class. Course work assignments will be available on Blackboard where you can find additional instructions and required forms for specific assignments.</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. <u>Late work will be accepted with a specific late fee pertinent to each assignment.</u></p> <p>Assignments:</p> <table border="0"> <thead> <tr> <th style="text-align: left;"><b>Criteria</b></th> <th style="text-align: right;"><b>Points</b></th> </tr> </thead> <tbody> <tr> <td>1- Midterm</td> <td style="text-align: right;">100</td> </tr> <tr> <td>2- Final Exam</td> <td style="text-align: right;">100</td> </tr> <tr> <td>3- Six Module quizzes (50 points each)</td> <td style="text-align: right;">300</td> </tr> <tr> <td>4- Final Project Dietary Analysis</td> <td style="text-align: right;">300</td> </tr> <tr> <td>5- Participation in Class (Blackboard assignments)</td> <td style="text-align: right;">200</td> </tr> <tr> <td style="text-align: right;"><b>Total points</b></td> <td style="text-align: right;"><b>1000</b></td> </tr> <tr> <td>*-Extra Credit (pts added to final grade)</td> <td style="text-align: right;">*15</td> </tr> </tbody> </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>	<b>Criteria</b>	<b>Points</b>	1- Midterm	100	2- Final Exam	100	3- Six Module quizzes (50 points each)	300	4- Final Project Dietary Analysis	300	5- Participation in Class (Blackboard assignments)	200	<b>Total points</b>	<b>1000</b>	*-Extra Credit (pts added to final grade)	*15
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<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 4322 Nutritional Assessment</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>Two course assessments (the midterm and final exams) will make use of Respondus Lock Down Browser and Respondus Monitor inside of Blackboard to promote academic integrity. You are encouraged to learn more about how to use these programs prior to the first test.</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</li> </ul>

	<p>go to a location to take the exam (such as the library), be sure to follow their health and safety requirements.</p> <ul style="list-style-type: none"> <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> <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> <li>• You should wear appropriate attire while taking the exam using Respondus Lockdown Browser as if you were taking the exam face to face.</li> </ul>
<p><b>Class recordings:</b></p>	<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>
<p><b>Writing standards</b></p>	<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>
<p><b>Netiquette</b></p>	<p>As we know, sometimes communication online can be challenging. It is 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> </ul>

	<ul style="list-style-type: none"> <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>
<p><b>Policy for late assignments</b></p>	<p>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 the case of a <i>documented</i> emergency.</p> <p>Note that make-up work may be in a different format than the original work, may require more intensive preparation, and may be graded with penalty points. If you miss an assignment and the reason is not considered excusable, you will receive a zero. It is therefore important to reach out to me—in advance if at all possible—and explain with proper documentation why you missed a given course requirement. Once a deadline has been established for make-up work, no further extensions or exceptions will be granted</p>
<p><b>Permission to record lectures &amp; discussions</b></p>	<p>Not permitted without express permission of the instructor</p>

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<p><b>Excused Absences and/or course drop policy:</b></p>	<p>According to UTEP Catalog, “At the discretion of the instructor, a student can be dropped from a course because of excessive absences or lack of effort. A grade of “W” will be assigned before the course drop deadline and a grade of “F” after the course drop deadline.” See Policies and 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 during a test;</li> </ul>

	<ul style="list-style-type: none"> <li>• 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”;</li> <li>• 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;</li> <li>• Collaborating with or seeking aid from another student for an assignment without authority;</li> <li>• Substituting for another person, or permitting another person to substitute for one's self, to take a test;</li> </ul> <p>Falsifying research data, laboratory reports, and/or other records or academic work offered for credit.</p> <p>“<b>Plagiarism</b>” 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. <u>NOTE: This includes cutting-and-pasting and photocopying from on-line and other material.</u></p> <p>“<b>Collusion</b>” 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</p>
<p><b>Plagiarism detecting software:</b></p>	<p>Some of your course work and assessments may submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase</p>
<p><b>Copyright statement for course materials:</b></p>	<p>All materials used in this course are protected by copyright law. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated</p>



Course Name:	Nutritional Assessment
<p><b>Course Resources:</b> (Where you can go for assistance)</p>	<p>UTEP provides a variety of student services and support:</p> <p><i>Technology Resources</i>  <a href="#">Help Desk</a>: Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus.</p> <p><i>Academic Resources</i>  <a href="#">UTEP Library</a>: Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.  <a href="#">University Writing Center (UWC)</a>: Submit papers here for assistance with writing style and formatting, ask a tutor for help and explore other writing resources.  <a href="#">Math Tutoring Center (MaRCS)</a>: Ask a tutor for help and explore other available math resources.  <a href="#">History Tutoring Center (HTC)</a>: Receive assistance with writing history papers, get help from a tutor and explore other history resources.  <a href="#">RefWorks</a>: A bibliographic citation tool; check out the RefWorks tutorial and Fact Sheet and Quick-Start Guide.  <a href="#">The Miner Learning Center</a>: Join peer-led study sessions in person or online to review content and discover study strategies in core curriculum courses.  <a href="#">UTEP Edge</a>: UTEP’s cross-campus framework for student success and empowerment – develops students’ assets through high-impact experiences made possible by the expertise and dedication of faculty, staff, alumni, and community partners.</p> <p><i>Individual Resources</i>  <a href="#">Student Success Help Desk (SSHHD)</a>: Students experiencing challenges or obstacles to academic success including registration, financial, food, housing, and transposition resources my submit a ticket request assistance to <a href="mailto:studentsuccess@utep.edu">studentsuccess@utep.edu</a>  <a href="#">Military Student Success Center</a>: Assists personnel in any branch of service to reach their educational goals.  <a href="#">Center for Accommodations and Support Services</a>: Assists students with ADA-related accommodations for coursework, housing, and internships.  <a href="#">Counseling and Psychological Services</a>: Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments.  <a href="#">UTEP Food Pantry</a>: Non-perishable food items are available to students who are currently enrolled in classes. Bring a Miner Gold Card to Memorial Gym, Room 105, Monday through Friday, 10 a.m. to 2 p.m.</p>