

Hinds Community College Course Policy Syllabus

Course Title: Basic Nutrition

Course Number: FCS-1253

Instructor: Cindy Hudson, MS, RD, LD

Contact me via : Email: Cindy.Hudson@hindsgcc.edu

Text: 601-706-9828, please text your name, you are in my FCS 1253 and your question.

Google Voicemail: 601-706-9828 I will return your call within 24 hours.

Conference hours: by appointment

Materials:

1. Instant Access Textbook: Understanding Nutrition, 14th edition by Whitney, Rolfes
2. Notebook, calculator, computer, daily internet access, printer.

Course Goals:

1. To have students learn certain basic principles of human nutrition including:
 - a) The importance of food choices in achieving and maintaining good physical, mental, and social well-being.
 - b) The effects of cultural and environmental factors on food choices and nutrition habits.
 - c) The roles of all essential nutrients in the maintenance of good health.
 - d) Deficiency symptoms and ill-health conditions that can result from malnutrition.
 - e) Individual nutritional needs and variations throughout the life cycle.
2. To prepare students to better recognize nutrition fads and misinformation.
3. To have students better understand the role of nutrition in the development and treatment of certain common health problems such as diabetes, cardiovascular diseases, obesity, and cancer.

Grading Scale:

A: 90-100% Excellent

B: 80-89% Good

C: 70-79% Average

D: 60-69% Poor

F: 0-59% Failure

W Withdrawn, no grade

Final Grade Calculation:

Unit Tests (3 @ 100 pts each) (1 proctored)	45 %
Three Day Diet Analysis, Recipe Assignment, Vitamin Project	10 %
Weekly Discussions and Quizzes	5 %
Research Paper	10 %
Final Exam- <u>Comprehensive</u> (Proctored)	30 %

Tests/Quizzes: All tests and quizzes will be closed book. There will be 3 unit tests which include one proctored test. Also, there will be a proctored comprehensive final examination. You can take the non-proctored tests/quizzes online but the proctored exams must be taken during the assigned time frame at a proctored test center. **The student must pass at least one proctored exam in order to pass this class.**

Make-up Policy:

EXAMS: Should an emergency occur; you should contact the instructor before or immediately after you miss your exam. Written verification of the excuse is required. The make-up exam **MUST** be taken within 1 week of the missed exam. Proctored tests must be taken at a proctored testing center.

Proctored Exams:

Register online ASAP to schedule tests as there are limited slots at each test facility and test centers require 24 hours notice before your scheduled test time. Use the **SMART PROCTORING** link in Canvas under your class to register for proctored exam.

Class Attendance:

- Please be aware that attendance is counted weekly for online classes. **Failure to complete all of the assignments each week will result in an absence for that week.** Once a student has received one absence, you will be sent a Notice of Absence (NOA). You will have seven days to respond to your instructor and are not allowed any more absences. **Once the student receives the second absence they will be dropped from the course with a grade of F.**
- Please be sure to stay up-to-date in all courses. Students will NEVER meet in a physical classroom, but are required to complete the assignments each week and continue to check the course site at least daily.
- **Each student is expected to spend at least 8-10 hours or more EACH week working on class materials.**

Class Lecture Assignments and Quizzes:

The course is designed to be taught primarily by instructor mediated scheduled communications. You do not have to be online at the same time as the instructor. Students will learn by means reading, writing, and applying information. Methods of instruction will include: reading assignments, discussion board forums, interactive web exercises (practice quizzes, power-point presentations, and flashcards), and diet analysis and other projects. Students can contact the instructor by email or phone. All assignments must be submitted by the assigned due date.

Notice of Non-discrimination Statement:

In compliance with the following: Title VI of the Civil Rights Act of 1964, Title IX, Education Amendments of 1972 of the Higher Education Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and other applicable Federal and State Acts, Hinds Community College offers equal education and employment opportunities and does not discriminate on the basis of race, color, national origin, religion, sex, age, disability or veteran status in its educational programs and activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Dr. Debra Mays-Jackson, Vice President for Administrative Services 34175 Hwy. 18, Utica, MS 39175 601.885.7002

Dr. Tyrone Jackson, Associate Vice President for Student Services & Title IX Coordinator

Box 1100 Raymond Campus (Denton Hall 221), Raymond, MS 39154

601.857.3232

titleIX@hindsc.edu

Disability Support Services Statement:

Hinds Community College provides reasonable and appropriate accommodations for students with disabilities. Disability Services staff members verify eligibility for accommodations and work with eligible students who have self-identified and provided current documentation. Students with disabilities should schedule an appointment with the designated Disability Services staff member on their respective campus to establish a plan for reasonable, appropriate classroom accommodations.

Rankin Campus Carol McLaurin 601.936.5544

Raymond Campus Mark Palmer 601.857.3646

Jackson Campus-ATC Sherman Green 601.987.8148

Jackson Campus-NAHC Taylor Wheatley 601.376.4803

Utica Campus Michele Bouldin 601.885.7043

Vicksburg-Warren Campus Cooper McCachren 601.629.6807

XII. Video Surveillance

Hinds Community College utilizes Video Surveillance Cameras in order to enhance security and personal safety on its campuses. It has been determined that use of this equipment may prevent losses and aid in the law enforcement activities of the Hinds Campus Police. To ensure the protection of individual privacy rights in accordance with the law, a formal Policy on the Use and Installation of Video Surveillance Equipment has been written to standardize procedures for the installation of this type of equipment and the handling, viewing, retention, and destruction of recorded media. Under no circumstances shall the contents of any captured audio or video recordings be exploited for purposes of profit or commercial publication, nor shall recordings be publicly distributed except as may be required by law.

This statement of course policy is not a contract and should be used as a guide only.

The instructor may make changes as deemed necessary and students will be notified of any changes

**Nutrition FCS 1253
SUMMER 2016 Schedule**

Week:	Topic: Complete each module and the assignments during the assigned week. All assignments must be complete for your Attendance each week. See calendar below for assigned dates:
May 31 – June 4	Introduction Module, Module 1, 2 Research paper topic due for approval
June 5 – June 11	Module 3, 4 Diet Analysis due Recipe Approval Assignment due Vitamin/Mineral Topic due
June 12 – June 18	Module 5, 6, 7 <u>Proctored Exam 1: Open June 12 – June 20th</u> Modified Recipe Assignment due
June 19 – June 25	Module 8 Vitamin Project due 6/25
June 26 – July 2	Module 9, 10 Research Paper is due July 2 <u>Test 2 Due June 29th</u>
July 3 – July 9	Module 11, 12 <u>Test 3 Due July 13th</u>
July 14-July 22 nd	<u>Proctored Final exam open July 14th – July 22nd.</u> Use Exams 1, 2, 3 to study for your Final exam. You must schedule the final exam and take it in a proctored computer lab.

Recipe Modification Assignment

The student will find a recipe and modify to include healthier ingredients than the original recipe. Examples of this could include reducing the fat, sugar, sodium, calories, etc.

Fill out: Recipe Modification Document Assignment

Fill in your information and save and submit this Entire Document for this part of your assignment.

- 1. Recipe Title**
- 2. List Your Original Recipe ingredients with the portions needed like you would see in a recipe book, (ie. 1 cup pasta)**
- 3. List your Cooking and preparation instructions**
- 4. List the Complete modified recipe here – be sure to list atleast one modification**
- 5. List the cooking and preparation instructions**
- 6. List how the modified recipe is healthier than the original recipe**

FOLLOW ALL THREE STEPS FOR THIS ASSIGNMENT

Step 1: Read and review the first two documents listed in the module on how to modify a recipe -

HEALTHY RECIPE MODIFICATION IDEAS
HOW TO MAKE RECIPE SUBSTITUTIONS

Step 2: You will pick a familiar recipe that you like to prepare/cook or something that you would like to make a healthier menu item for your or your family. Do not pick something that requires a full kitchen if you live in a dorm or do not have access to a kitchen. You can message your instructor for ideas if you need a kitchen free recipe.

Modify this recipe on paper to make it healthier - such as lower calories, lower fat, lower sodium, etc. You do not have to modify every ingredient.

Submit the **RECIPE MODIFICATION DOCUMENT** by the due date under approval assignment with preparation/cooking instructions and how the modified recipe is healthier. I can make recommendations if needed so you do not waste money/time on a recipe that won't taste good or actually work. Remember not to substitute every ingredient as some fat, sugar, etc may be needed in cooking your recipe. **THIS MUST BE APPROVED BEFORE YOU PROCEED TO STEP 3. IF NOT APPROVED, YOU WILL RECEIVE A ZERO ON THIS ENTIRE ASSIGNMENT.**

Step 3: You must actually prepare the modified recipe at home and tell us how the two recipes compare. Fill out the **COMPARISON DOCUMENT** and upload your **PHOTOS of your steps in cooking and final recipe for credit.**

Diet Analysis Project Instructions **Using the SUPER Tracker Software**

• The 3-Day Food Record









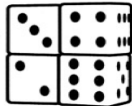








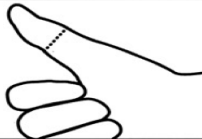


INSTRUCTIONS for Keeping the 3-Day Diet Record

Keep a detailed record of all foods and **beverages** consumed over a three-day period (consecutive days). You should record this information during each meal or shortly after the meal. You should record the type of food and the amount as accurately as possible. For dishes containing a combination of several different food items, record an amount for each component. Also, record anything that you added to the food before you ate it, such as condiments (mayonnaise, ketchup, gravy, salad dressing, etc.). Tip: use a different sheet of paper for each of the 3 days you record OR use the “memo” pad on your PDA. Remember to include items such as beverages, condiments, syrups and dressings.

SEVEN WAYS TO SIZE UP YOUR SERVINGS

Measure food portions so you know exactly how much food you're eating.

When a food scale or measuring cups aren't handy, you can still estimate your portion. Remember:

1 3 ounces of meat is about the size and thickness of a deck of playing cards or an audiotape cassette.			
2 A medium apple or peach is about the size of a tennis ball.			
3 1 oz of cheese is about the size of 4 stacked dice.			
4 1/2 cup of ice cream is about the size of a racquetball or tennis ball.			
5 1 cup of mashed potatoes or broccoli is about the size of your fist.			
6 1 teaspoon of butter or peanut butter is about the size of the tip of your thumb.			
7 1 ounce of nuts or small candies equals one handful.			1 oz.

• Generating Reports

A. Create a personal profile

1. Go to the www.ChooseMyPlate.gov website.
2. Click on "Super Tracker" which is found under Online Tools.
3. click on "Create Profile" in the first topic on the page under the plates.
4. Create your profile by filling in the requested information and register to save your profile. Create a user name and password that you will remember.
5. Click "Submit."

B. Enter Your 3-Day Food Record into Super Tracker

1. Log In with the username and password you have just created.
2. Select "Food Tracker."
3. From the top left side of the page, use the calendar icon to select the correct "date" for your food record.
4. You are now going to search the data base for each of your foods. Start by typing the name of your first food in the appropriate box. Choices will begin to appear in a short list. You can click to choose from the short list or you can click "Go" or "enter" for a more complete list of choices. If you don't find the exact food you ate, choose the closest substitute.
5. Once you have selected a food from the list, select the correct amount and meal. Now click to "Add" your food. Repeats steps 9 and 10 until all items for that day have been add to the Food Tracker.
6. Repeat steps 8-10 for each of your 3 days (remember to change the date when you start a new day) .
7. Once you have added all of the foods on your 3-day record, review your computerized list for each of the three days and verify that the amounts are correct. Edit as needed.

C. You are now ready to **CREATE and SAVE the reports** you will need to complete your diet analysis project. **List of Reports Needed:**

- ❖ Meal Summary (one file)
- ❖ Food Groups & Calories (one file)
- ❖ Nutrients Report (one file)
- ❖ Food Details (3 files total---one for each day)

1. Click "My Reports" on the menu. Explore each type of report, look and see what's there.
2. Download and SAVE the following reports in **PDF format**: Meal Summary, Food Groups & Calories, and Nutrients Report. HINT: Click the PDF format button and choose to "save" or "save as." Type your file name when prompted.
3. Save each of the THREE "Food Details" reports, one for each day, in **EXCEL format**.

D. **SAVE a copy of each of the reports you have saved (see list above). You will use these to prepare your FINAL diet analysis report:**

Congratulations! You now HAVE all the reports needed to complete the **Diet Analysis Project**.

USE instructions below to EVALUATE these reports and complete the assignment.

• **Instructions for Composing a Professional EVALUATION of the Client's Diet with Recommendations for Improvement**

1. Type this report using MS Word or a similar software. Your "Evaluation" statements should be **no more than ONE page** (size 12 font) in length. Tables or lists should be given on a separate page.
2. **Use these THREE reports to complete this assignment:**
 - ✓ Food Groups and Calories
 - ✓ Nutrients Reports
 - ✓ Food Details (a separate report for each of the 3 days)
3. Imagine that you are the professional nutritionist and you are analyzing the diet of a client

(do NOT use first person).

4. Use the "NUTRIENT REPORTS" to evaluate the **macronutrient ranges**. State whether the client has the right (balance) percentages of carbohydrate, fat, and protein in the diet. HINT: the target ranges along with the actual percentages are listed in the report.
5. Use the same report to identify individual nutrients with "actual" amounts that were too low, too high, and just about right (deficiencies, excesses, and adequacies). On a separate page, make a table or 3 separate lists. On one list or another, include the names of **ALL nutrients that appear in the printed report**.
6. For those components that are much too high, use the **Food Details** reports (one for each day) to determine which specific foods and/or beverages were responsible for providing high amounts. Do this for each nutrient in question, such as sodium, protein, fat, etc.
7. For nutrients that are much too low, **use the textbook** to determine foods that can be added to the diet, in the future, to increase the client's intake. Do this for each nutrient in question.
8. Evaluate the "Food Groups" results. Keep it brief.
9. **Summarize your recommendations:** Give advice for how the client can improve the nutritional quality of the diet and overall health. Be sure to compliment the client on those features of the diet that are right on-target (90-110%). Keep it at just ONE short paragraph.

IV. Submitting your Diet Analysis Project via Canvas assignment:

1. **Arrange reports in the following order:**
 - ✓ A Cover Page for your report
 - ✓ Food Groups and Calories
 - ✓ Nutrients Reports
 - ✓ Food Details for Day-1
 - ✓ Food Details for Day-2
 - ✓ Food Details for Day-3
 - ✓ **Your "professional" evaluation of results with recommendations for improvement.**

Vitamin/Mineral Poster and Presentation

The student will prepare a powerpoint presentation on an assigned Vitamin or Mineral.

- Is it a vitamin, mineral or other?
- If it is a vitamin, is it fat soluble or water soluble?
- What are the functions of the vitamin/mineral?
- What are the daily recommendations for children, women, men, elderly, and breastfeeding women
- What are food sources ?
- What are the deficiency symptoms?
- What are the toxicity symptoms?
- Include a picture of vitamin/mineral in natural state
- Include pictures of good food sources
- Include pictures of someone with deficiency or toxicity
- **Other specific assigned requirements by teacher**

Topic and Due Date: In modules under Vitamin/Mineral Project

Nutrition Related Disease/Condition Research Paper and Interview

The student or will prepare a paper on a **nutrition related disease or condition**. The student will also conduct an interview with a person who has the specific disease or condition.

The student must use information in the textbook and may use information in other resources to prepare a paper . Be sure to address the answer to each question listed below in the paper. The format for writing and citing sources within the paper is AMA Style. See examples and documents on this style under your assignment in Canvas.

- a. Introduction and Background of Disease or condition
- b. Causes and types of disease or condition
- c. Treatment and Pharmaceutical Recommendations
- d. Dietary Recommendations – for adult males and females only and any special situations noted in the textbook
- e. Interview questions – Answer these questions in essay format within the paper
 - Name, Age, medical conditions and relationship to interviewer
 - How long have the had the specific disease / condition?
 - What medications do they currently take ?
 - Could it have been prevented by dietary control?
 - Does controlling their diet now make a difference in their current health status and quality of life?
 - Have they received instructions on a diet from a Registered Dietitian? If so, how has that made a difference and if no, why not?
 - Any other pertinent questions that you would like to include.
- f. Conclusion
- g. Sources page with atleast **Six reputable sources with One Journal article information included within the paper**. Sources are to be cited within the paper using AMA format. See assignment in canvas for examples.

(Do not use Wikipedia, yahoo answers, etc)

Good sources include CDC, USDA, FDA , National Institutes of Health, AHA (heart), ADA (diabetes), NKF (kidney), mayo clinic, healthfinders.com, nimh.nih.gov.

3. See the following requirements for the format of this paper:

- The paper should be in essay format and must be **minimum 1350 words**.
- It can be more than five paragraphs.
- All sources must be cited within the paper with the appropriate reference on the sources page. You will follow the AMA style only for format. See the AMA format page and also see the research paper sample assignment under this assignment.
- The paper must be typed and double spaced.
- Use 12 point Times New Roman font and 1 inch margins for all sides.
- Be sure to check for grammatical/spelling errors before submitting paper.
- You may use headings for each section of the paper.

4. Please do not copy any information directly from the internet or any written source. I know it is tempting since there is a great wealth of information out there and directly copying any information and submitting it as your work is called plagiarism. If you plagiarize on any assignment, you will receive a ZERO on that assignment and disciplinary action will be taken. Make sure your Turnitin score is less than 15%.

From the student handbook:

DISHONESTY, CHEATING AND PLAGIARISM

In situations in or outside the classroom where some degree of collaboration is permissible, it is the responsibility of the instructor to give written instructions to his/her classes, specifically stating what forms of collaboration are authorized. When procedures are not clearly understood, it is the responsibility of the student to consult with the instructor.

Cheating on any examination, quiz, work to be completed in class, assigned work to be completed outside class; cheating on term papers; cheating on final examinations; plagiarism on any assignment; theft or attempted theft of examination questions or possession of examination questions prior to the time for examination period shall be offenses subject to the following penalties.

The penalty for commission of any offense set out above is failure in the course and possible dismissal or suspension from the College. In any case where the instructor believes that an offense has been committed, the following procedures will be observed: The instructor will immediately inform the student, the department chairperson, the Academic Dean or Career-Technical Dean or Dean of Distance Learning and the Dean of Students/ appropriate dean that the offense is believed to have been committed and the grade penalty has been imposed. If further action is deemed necessary, the Dean of Students/ appropriate dean, upon notification by the department chairperson, will request the Disciplinary Committee to conduct a hearing in the matter and to make recommendations to the Vice President. In any case in which a student has been accused, the student may appeal to the District Appeals Committee.

Paper Grading Rubric FCS 1253

Grading Criteria	Possible Points
Introduction and background section descriptive of the entire paper	10
Topic clearly and thoroughly described	10
Causes thoroughly described	10
Treatment thoroughly described	10
Dietary recommendations thoroughly described	10
Answered interview questions appropriately	10
Conclusion section descriptive of the entire paper	10
Paper must be: 1350 words, typed, double spaced 12 point Times New Roman font used 1 inch margins used for all sides Grammar and spelling is checked and correct Sources page includes citations within paper AMA STYLE format is used only	30
Total points	100