



other course materials will be available on Blackboard.

- Active Lindsey.edu E-mail address. The only authorized email address for academic, administrative, and co-curricular communication between Lindsey Wilson College and its students is through the <Lindsey.edu> E-mail system.
- Each student is responsible for monitoring his/her Lindsey Wilson College E-mail account frequently (preferable daily). It is highly recommended that students regularly check Blackboard and their E-mail accounts DAILY!
- Internet Explorer/Firefox (recommended)/Chrome/Safari Web Browser. I have had the best luck using Chrome Google.
- You may need to load appropriate Plug-ins (i.e. Adobe Reader). Links are provided under the course "resources" button in Blackboard.

Technical Help: I find it helpful to know where you need to go if you have technical issues. I will try to help as best as I can, but I am not the expert in the field.

- Dr. Dennis Robinson 270-384-8130, Director of Online Education (Lindsey Wilson College, Columbia, KY Campus). I find Dr. Robinson to be approachable and helpful answering technical issues pertaining to Blackboard.

Course Outcomes/Goals/Objectives:

- Students will become familiar with and recognize the structure and composition of each nutrient.
- Students will become familiar with and describe the role of each nutrient in human nutrition.
- Students will become familiar with and identify the dietary sources, requirements, and the effects of dietary deficiency of each essential nutrient.
- Students will become familiar with and describe the factors that make up the total energy requirement of the body and estimate the energy needs of an individual.
- Students will become familiar with and discuss ways of responding to the above current nutritional concerns.
- Students will become familiar with and explain food safety practices.

Course Delivery

Multiple Attempts are allowed on all Module Labs/Assignments until the due date (see weekly course schedule). Only **ONE** attempt is allowed on quizzes/exams and will be due on the specified due date (see weekly course schedule). After the due date, you will no longer have access to the Module/Chapter assignment/quiz/exam. Each Module and Chapter assignment/quiz/exam will go OFF LINE at 11:59 p.m. on the specified Sunday due date.

Course Evaluation/Assessments:

The student's course evaluation will be determined by various items based upon accumulation of POINTS viewable via Blackboard. The instructor expects all assignments to be turned in ON TIME. In order for students to be successful in this class, they must complete all of the assignments. All points will be totaled to

determined class grade.

Grading Criteria: Point System

Grades will be determined on total point values using this scale:

A=93-100

B=85-92

C=77-84

D=69-76

F=68 and below

1. Dietary Project:

The Dietary project will involve a self-analysis of eating behaviors. If will be based on a three day dietary recall that each student will keep and analyze. After the analysis is complete, the project will entail an analysis of how well the student met their nutritional needs. The grade is not based on your individual food choices, but is based on following the directives for the project. If you have few food choices, you will need to keep a dietary recall record for six days. I will expect to see at least 20 food items every day.

Part 1: (30 points) Keep a three-day recall (write out and turn in) of everything that is eaten or drinks that are consumed. Be very detailed.

Part 2: (30 points) Using the USDA nutrient data base, analyze your diet for the following nutrients: carbohydrate, fiber, protein, cholesterol, saturated fat, monosaturated fat, polyunsaturated fat, calcium, iron, Vitamin C, Vitamin D, Vitamin A, Vitamin E, sodium, potassium.

Part 3: (40 points) Write a 2 to 3 page paper describing how well you met your nutrient needs. Include commentary on your personal calorie requirements and how far above or below your calorie needs you were and what changes or suggestions you would make to improve your diet. **(100 Points)**

2. Quizzes

After completion of each chapter, the student will be given a short written quiz. **(425 Points)**

On- LINE Chapter Quizzes- In your weekly folder, you will find the Chapter Quizzes. The Quizzes will consist of 25 multiple choice questions for each Chapter. Each question is worth 1 point.

Each quiz will have a time limit of 40 minutes.

Each quiz covers 1 Chapter.

All quizzes are considered to be independent work, completed only by each individual student enrolled in the course. All quizzes are open-book, open-note, closed neighbor.

3. 2 Exams. (Midterm & Final). (100 Points)

TOTAL POINTS POSSIBLE=625 Points

(2 Exams, Class Participation, Quizzes, Presentation, Dietary Project)

Activities – Students will complete activities related to information presented in the class, which are from the designated chapters. Although these assignments will not demand extraordinary time, they will provide excellent learning opportunities relative to Nutrition. These assignments are ONLY accepted for credit **on or before** the assignment due date (Sunday, 11:59 p.m.). The weekly assignment will be made available every Monday at 12:00 noon. I will be using Tegrity video streaming for my Power Point Lectures. You will see the power point slides and hear my voice. Please see course schedule and website for further details on Chapter Activities.

Discussions (and responses!)– Students will participate in discussions (related to the activities) through posting a response to the situation/question stated. Students will also participate in chapter Discussions related to topics covered in each chapter. Specific instructions are provided on the schedule and on the web page. Discussions are shared with all students, which encourage greater dialogue in the class, and shared ideas. A good suggestion for posting your responses is to first type them in a word document (checking for spelling and grammar) and then cut and paste them into the posting. For each discussion, students are required to submit a response to the specific questions AND respond to at least one other posting.

If you have a problem or concern, and/or input regarding this course, please schedule an appointment with me during my office hours or by appointment. Please do not wait until a serious problem develops!

Tentative Schedule:

Disclaimer: This syllabus is subject to modification based on needs of class or at the discretion of the instructor. Reasonable notification will be provided to students prior to any changes in course policies or procedure.

Week of:

8/19-8/21	Chapter 1	Nutrition: Linking food, function, and health
8/24-8/28	Chapter 1	Nutrition: Linking food, function, and health.
	Chapter 2	Designing a Healthful Diet
8/31-9/4	Chapter 3	The Human Body: Are we really what we eat?
9/7-9/11	Chapter 4	Carbohydrates: Plant-derived energy nutrients.
9/14-9/18	Chapter 5	Fats: Essential energy-supplying nutrients
9/21-9/25	Chapter 6	Proteins: Crucial components of all body tissues

9/28-10/2	Chapter 7	Nutrients Involved in Fluid and Electrolyte Balance
10/5-10/9	Chapter 8	Nutrients Involved in Antioxidant Function and Vision, Exam Review, EXAM 1
10/12-10/16	Chapter 9	Nutrients Involved in Bone Health (Chapter Assign. Fall Break)
10/19-10/23	Chapter 10	Nutrients Involved in Energy Metabolism and Blood Health
10/26-10/30	Chapter 11	Achieving and Maintaining a Healthful Body Weight
11/2-11/6	Chapter 12	Nutrition and Physical Activity: Keys to good health
11/9-11/13	Chapter 13	Food Safety and Technology: Impacts on consumers
11/16-11/20	Chapter 14	Nutrition Through the Life Cycle: Pregnancy
11/23-11/27	Chapter 15	Nutrition Through the Life Cycle: Childhood to late adulthood, Presentations begin
11/26-11/30	Presentations	
12/7-12/11	Final Exam Week-Final Exam	

***Syllabus is subject to change upon the discretion of the Instructor**

***All weekly assignments will be posted each Monday at 8:00 noon.**

***All weekly written assignments and/or chapter quizzes will be due each Sunday by 11:59 p.m.**

***Online discussions will be announce with advanced notice as many of you work full time and have family obligations.**

The guidelines may be modified if circumstances arise that make such a change desirable. For example, an exam may prove more difficult or require more time than the instructor had intended. Any change will be announced to the class at the time it is made. Students will be evaluated on daily reading assignments, class assignments, class participation, quiz, and exam grades.

***If you have a problem or concern, and/or input regarding this course, E-mail me for an appointment. Please do not wait until a serious problem develops!**

Attendance Policy:

Professional behavior requires the attendance and participation in all lecture classes. By enrolling in this class you have indicated a commitment to practice professional behavior. This behavior requires that you meet your commitments. Your instructor will record

attendance at every session of each class. Weekly attendance is expected. As this is an online course, you will be required to complete weekly assignments and quizzes by the scheduled due date. An online course requires a great amount of self-motivation and regulation. It is crucial that you carefully follow the course syllabus and assignment calendar, as well as all other course materials. You are responsible for following all directions, meeting all deadlines, and understanding all policies. No exceptions. With an online course, it is imperative to plan ahead. Due to the unpredictable and sometimes unreliable nature of technology, it would be in your best interest to complete and submit all assignments, discussion boards, blogs, portfolios and/or quizzes/exams AT LEAST 4-5 days before the due date. If you have technical difficulties when submitting an assignment, you will need to notify me at that moment, do not wait to contact me after the due date. If you e-mail me, that message will have a time stamp. I will be able to check the time stamp to see if you sent the email in the proper amount of time, or in an inappropriate amount of time.

SUGGESTION: Do not wait until the due date to start assignments. You must check your Lindsey Wilson College E-mail and Blackboard at least 4-5 days per week. I will be posting announcements and sending e-mails messages detailing important information. It is up to you to read these and stay informed. Class assignments CAN NOT BE TURNED IN AT A LATER DATE FOR A GRADE. The record should indicate a student's presence or absence at each session of the class and all grades are used to calculate final grades. Failure to be present for the above will result in score of a zero. All students are responsible for obtaining any missed lecture notes, handouts, and assignments.

Withdrawal Policy:

When you withdraw from a course, a "W" grade will be assigned. If you are asked to withdraw or if you decide on your own to drop the course, you are responsible for initiating the withdrawal process. Students who fail to formally withdraw may receive failing grades, in addition to being liable for all tuition and fees. (Lindsey Wilson College Handbook). Please check Course Schedule for last day to withdraw from the course or from Lindsey Wilson College.

Financial Aid Notice:

You must attend classes to receive financial aid. If you stop attending or drop any course(s), you may be required to repay all or part of the financial aid received. To avoid loss of financial aid and the incurring of additional debt to the College, any Lindsey Wilson College student who no longer wishes to remain in classes must complete the academic withdrawal process.

Make up work Policy: All assignment attempts must be completed by the assignment due date. No make-up work is accepted. No exceptions.

Late work Policy: All assignments must be completed by the assignment due date. No late work is accepted. No exceptions.

Written work Policy: All work in this course is considered written work and must meet the Lindsey Wilson Competency Statements & General Education Requirements for all Credentials. Professional communication is important in becoming a successful student and professional. This course requires that all assignments, e-mail, and all other written communication should not be submitted using "texting," misspelled words, improper grammar, inappropriate tone and/or sentence structure.

NOTE: No credit will be given for answers given in an unacceptable structure.

Example of an Acceptable answer format: "I must be self-motivated, disciplined, and an excellent time manager to be successful in an on-line course."

Example of an Unacceptable answer format: "I must be selfmotivated disciplined and excellent time mngr to be succesful when takin an online course."

Suggestions: Use grammar/spell checker and proof read all work before submitting assignments/exams.

Plagiarism:

Plagiarism is using another person's work without acknowledgment, making it appear to be one's own. Intentional and unintentional instances of plagiarism are considered instances of academic misconduct and are subject to disciplinary action such as failure on the assignment, failure of the course or dismissal from the university.

Critical Thinking Implementation:

A simple way to begin to think critically about this course is to ask: What is the purpose of this course? What are the main ideas I have about my health and Wellness? What does critical thinking mean anyway? How can I be different in that I am a critical listener during a learning activity? A pro-active question you will be asked frequently is: If I try to solve this problem with these interventions, what further problems are likely to occur? That question in itself will help promote development of higher-order thinking.

Central Question for NUTR 1003: How do I improve and/or maintain the health and nutrition of my family and myself?

Fundamental and Powerful Concepts of NUTR 1003:

1. What are major factors in improving health and wellness?
2. How do I determine my nutritional needs?
3. How do I maintain Lifetime Wellness?

LWC Institutional Student Learning Outcomes:

1. Effective communication skills
2. Effective skills of inquiry and analysis
3. Cultural awareness and engagement as citizens of the nation and the world
4. Application and integration of knowledge
5. Depth of knowledge

Essentials of Baccalaureate Education for Professional Nursing Practice (AACN, 2008)

Essential I: Liberal Education for Baccalaureate Generalist Nursing Practice

Essential II: Basic Organizational and Systems Leadership for Quality Care and

Patient Safety

Essential III: Scholarship for Evidence Based Practice

Essential IV: Information Management and Application of Patient Care Technology

Essential V: Health Care Policy, Finance and Regulatory Environments

Essential VI: Interprofessional Communication and Collaboration for Improving Patient Health Outcomes

Essential VII: and Population Health

Essential VIII Professionalism and Professional Values

Essential IX: Baccalaureate Generalist Nursing Practice

Course or Program approved objectives:

1. Describe nutritional need throughout the life cycle and the suspected connection between diet and disease.
2. To determine Calorie, Protein, CHP and Fat needs.
3. To interpret research data related to nutrition and disease.
4. To participate in-group discussions on nutrition topics to help develop critical thinking skills.
5. To evaluate food dietary data.
6. To complete a case study and interpret nutritional data with critical thinking.
7. To determine your own genomics.

Policies and Procedures:

The policies and Procedures of the Division of Nursing apply to all students who take courses in the nursing program including those courses designated as pre-entry or have been admitted to the program. Failure to comply to the approved policies and procedures of the Lindsey Wilson College Nursing Program can result in a reprimand, the consequences outlined in the policy, the need to drop the course where the violation occurred or, if more serious in nature, not being admitted to the program or being dropped from the program.

Tardiness

When a pattern of excessive absence, tardiness, or other unsatisfactory performance occurs, the instructor will take one or more of the following actions:

- Request the student to make special arrangements to improve his or her performance (e.g. meeting with a tutor).
- Enter the student in the Starfish System, a system in which the student's instructor, Academic or freshman advisor, Academic Affairs office, Student Affairs office, and coach.
- Place the student on attendance probation, whereby an additional unexcused absence would result in a grade of F for the course.
- Contact the student's parent(s)/legal guardian about continuing problems if the student has given written consent for contact.
- On the 4th absence, the student's final grade will be dropped one letter grade.
- If a student is absent 5 or more times, the student will be dropped from the class.

If you have a problem or concern, and/or input regarding this course, please schedule an appointment with your instructor during office hours. Please do not wait until a serious problem develops.

**LINDSEY WILSON COLLEGE
STATEMENTS FOR INCLUSION IN THE SYLLABUS
2015-2016**

Academic Integrity

Academic integrity is essential to the existence of an academic community. Every student is responsible for fostering a culture of academic honesty, and for maintaining the integrity and academic reputation of Lindsey Wilson College. Maintaining a culture that supports learning and growth requires that each student make a commitment to the fundamental academic values: honesty, integrity, responsibility, trust, respect for self and others, fairness and justice.

To foster commitment to academic integrity, faculty are asked to require each student to place and sign the following Honor Code on tests, exams and other assignments as appropriate: **On my honor as a student, I have neither given nor received any unauthorized aid on this assignment/exam.**

Violations of the academic integrity policy include cheating, plagiarism or lying about academic matters. Plagiarism is defined as any use of another writer's words, concepts, or sequence of ideas without acknowledging that writer by the use of proper documentation. Not only the direct quotation of another writer's words, but also any paraphrase or summary of another writer's concepts or ideas without documentation is plagiarizing that writer's materials. Academic dishonesty is a profoundly serious offense because it involved an act of fraud that jeopardizes genuine efforts by faculty and students to teach and learn together. It is not tolerated at Lindsey Wilson College.

Students who are determined to have plagiarized an assignment or otherwise cheated in their academic work or examinations may expect an "F" for the activity in question or an "F" for the course, at the discretion of the instructor. All incidents of cheating or plagiarism are reported by the instructor to the Academic Affairs Office along with copies of all relevant materials. Each instance of cheating or plagiarism is counted separately. A student who cheats or plagiarizes in two assignments or tests during the same semester will be deemed guilty of two offenses. If the evidence is unclear, or if a second offense occurs, the VP for Academic Affairs or Associate Dean will work in cooperation with the Dean of Students to move the student before the campus Judicial Board for review. Violations will ordinarily result in disciplinary suspension or expulsion from the College, depending on the severity of the violation involved. **Note:** The College encourages the use of Safe Assign to detect plagiarized documents.

Questioning a Grade -- The Student Academic Complaint Policy

A student, who wishes to question **an assignment grade, or other academic issue**, should follow the procedure below:

1. Whenever possible, the student will first go to the faculty member who has assigned the disputed grade. Complaints regarding grades should be made within seven (7) days of receipt of the disputed grade and, if possible, will be decided by the faculty member within seven (7) days of receipt. If the disputed grade is the final grade for the course, "receipt" is defined by when the final grade is posted online by the registrar. (Please refer to the next section for appealing a final grade.)
2. Unless there are extenuating circumstances, the student may, within seven (7) days request in writing a review of such decision by the Chair of the division in which the grade was assigned. Upon receipt of such request, that Chair will direct the faculty member and the student to each submit, within seven (7) days, if possible, a written account of the incident, providing specific information as to the nature of the dispute.
3. Upon receipt of these written accounts, the Chair will meet, if possible, within seven (7) days with the faculty member and the student in an effort to resolve the dispute and will render his or her decision in writing.
4. If either the student or the faculty member desires to appeal the decision of the Division Chair, the student or faculty member may, within seven (7) days by written request to the chair, ask that the matter be reviewed by a Grade Appeals Panel convened by the Academic Affairs Office.

5. If the disputed grade is assigned at the end of a fall or spring semester and the student and faculty member cannot meet to resolve the issue, the student should contact the faculty member by e-mail within seven (7) days of receipt of the disputed grade. If the issue cannot be resolved by e-mail within the time limit, steps 2, 3 and 4 of the appeal may extend into the beginning of the semester immediately following receipt of the disputed grade by following the timeline above.

A student who wishes to question a **final grade** should follow the procedure below:

1. Confer with the faculty member who assigned the disputed grade.
2. If the disputed grade cannot be resolved, a written request for a grade appeal must be submitted to the Academic Affairs Office before the first day of the semester following the one in which the grade was issued. The written request must include the specific basis for the appeal.
3. The Academic Affairs Office will convene a Grade Appeals Panel, comprised of the Vice President for Academic Affairs, the Associate Academic Dean, and the chair of the academic unit which houses the course for which the grade is appealed. If one of the members is the faculty member who issued the grade, an alternate will be appointed. The student and the faculty member may appear separately before the panel to explain their positions. The hearing is non-adversarial. Neither the faculty member nor the student may

be accompanied by other individuals to the meeting of the Grade Appeals Panel. The Grade Appeals Panel will notify the student of its decision, if possible, within seven (7) days of the meeting.

Policy for Verification of Student Identity and Protection of Privacy

In compliance with United States Federal Higher Education Opportunity Act (HEOA), Public Law 110-315, all credit-bearing courses and programs offered through distance learning methods must verify that the student who registers for a distance education course or program is the same student who participates in and completes the course or program and receives academic credit. One or more of the following methods must be used:

- a) A secure login and pass code;
- b) Proctored examinations; and/or
- c) Remote proctoring of one of more examinations using Tegrity or other technologies.

Verification of student identity in distance learning must protect the privacy of student information. Personally identifiable information collected by the College may be used, at the discretion of the institution, as the basis for identity verification. For instance, a student requesting that their learning system password be reset may be asked to provide two or more pieces of information for comparison with data on file. It is a violation of College policy for a student to give his or her password to another student.

Detailed information on privacy may be located at:

<http://www.lindsey.edu/media/319883/Online%20Services%20Privacy%20Policy%204.20.12.pdf>

Institutional Review Board (IRB) Policies

The Lindsey Wilson College Institutional Review Board (IRB) safeguards the rights and welfare of human participants in research and other research activities. Lindsey Wilson College faculty, staff, and students, which comprise its academic unites, and facilities, are subject to the IRB policies. This includes any research for which a research agreement (e.g. MOU) identifies Lindsey Wilson College Institutional Review Board (IRB) as the IRB of record. All student-led human subject research must have a LWC faculty sponsor. All faculty members and students conducting human subject research are required to submit documentation of training on research involving human subjects that has been completed within two years of the onset of the proposed research. Online training is available at <http://php.nihtraining.com/users/login.php>.

Statement on Learning/Physical Disabilities

Lindsey Wilson College accepts students with learning disabilities and provides reasonable accommodation to help them be successful. Depending on the nature of the disability, some students may need to take a lighter course load and may need more than four years to graduate. Students needing accommodation should apply as early as possible, usually before May 15. Immediately after acceptance, students need to identify and document the nature of their disabilities. It is the responsibility of the student to

provide to the College appropriate materials documenting the learning disability, usually a recent high school Individualized Education Program (IEP) and results from testing done by a psychologist, psychiatrist, or qualified, licensed person. The College does not provide assessment services for students who may be learning disabled. Although LWC provides limited personal counseling for all students, the College does not have structured programs available for students with emotional or behavioral disabilities. For more information, call Ben Martin at 270-384-7479.

Academic Success Center

The Academic Success Center, located in the Everett Building, offers peer tutoring to aid students in completing class assignments, preparing for exams and improving their understanding of content covered in a particular course. In addition, computers are available for student use.

Students are encouraged to utilize this Center as a resource for improving study strategies and reading techniques. The Center also offers assistance with other academic problems resulting from documented learning disabilities. All services are free of charge to all Lindsey Wilson College students (students with learning disabilities are responsible for providing documentation from an appropriate outside professional source such as a professional evaluation or school IEP). Please contact Maretta Garner, Tutor Coordinator at 384-8037 for further information and assistance.

Writing Center and Mathematics Center

The Writing Center (located in the Slider Humanities & Fine Arts Building), and the Mathematics Center (located in the Fugitte Science Building) are available for specialized tutoring at no charge to students. Please contact Jared Odd, Writing Center Coordinator, at 384-8209 or Linda Kessler, Math Tutor Coordinator, at 384-8115 for further information and assistance.

Final Exams

Final Exams for day classes are scheduled for the Fall 2015 semester on **December 7-11 and May 4-8** for the Spring 2016 semester. The academic calendar, which contains the schedule for finals, is in the College Catalog and course schedule listing. Please make any necessary flight arrangements **after** the final exam week. **Students will not be permitted to take early finals** unless extenuating circumstances exist. "Extenuating circumstance" means illness, a verified family emergency or participation in officially sponsored travel in support of an event arranged by the College. **Travel arrangements must be made in sufficient time** that tickets may be obtained after final exams and the semester is officially over. All requests for early finals must be made in person to the Academic Affairs Office.

Email Policy

All Lindsey Wilson College students are required to communicate with LWC faculty and staff via LWC (Lindsey.edu) email addresses only. Alternative email addresses should not be used when communicating with LWC faculty and staff.

Cell Phone Policy

Student cell phones will be off during class time unless prior arrangement is made with the instructor.

Adding/Dropping a Course

Students enrolled in the following courses cannot drop these classes during the semester: READ 0713, 0723, 0733, 0903, 1013 and 1023; STSK 1003; ENGL 0903 and 0904; and ESL 0803, 0804 and 0854.

For undergraduate classes at the Columbia campus, adding a course, dropping a course, or changing from one section of a course to another section of the same course requires the approval of the advisor and the instructor for each course involved as indicated on the Add/Drop Form. The change must be reported to the Business Office and the Registrar's Office on an Add/Drop Form, which may be obtained from the Registrar's Office. For AIM courses, adding a course, dropping a course, or changing from one section of a course to another section of the same course requires the approval of the Director of the Evening Program. For courses taught at Community sites, adding a course, dropping a course, or changing from one section of a course to another section of the same course requires the approval of the Site Coordinator for the campus. Permission to add courses will not be given after the last date for late registration. Authorization for dropping a course will not be approved after more than 75% of the instructional days for a course are completed, as outlined below:

Course	Deadline	Submitted by the Student to
Columbia undergraduate and graduate full semester courses	Not later than 30 days before the end of the semester	Registrar
AIM courses	By the sixth week of class	Registrar
Courses at Community Campuses	By the third weekend of class	Site Coordinator or the Registrar

If changes are not properly approved and officially reported as stated above, students will receive a grade of F in the courses for which they are officially registered, and they will be charged for all such courses. Students will not receive credit for changed or added courses unless they officially register for those courses.