This course syllabus is intended as a set of guidelines for BIOL 1322-41435/91407. Both Eastfield College and your instructor reserve the right to make modifications in content, schedule, and requirements as necessary to promote the best education possible within prevailing conditions affecting this course.

Instructor Information:
Lisa Blackman, MS, MCN, RD, LD (Ms. B)
E-MAIL (the BEST way to contact me) lblackman@dcccd.edu
You may also leave me a message at 972-860-7140
Office location: no onsite office

Student Technical Assistance:
If you require technical assistance, you may access our customer service center via phone or Web eCampus StudentTutorials
Web: Technical Support
Phone: 1-866-374-7169 or 972-669-6402.

BIOL 1322 Nutrition & Diet Therapy
This course introduces general nutritional concepts in health and disease and includes practical applications of that knowledge. Special emphasis is given to nutrients and nutritional processes including functions, food sources, digestion, absorption, and metabolism. Food safety, availability, and nutritional information including food labels, advertising, and nationally established guidelines are addressed. (Cross-listed as HECO 1322)
Approval Number ................................................................. 19.0501.51 09
maximum SCH per student ................................................................. 3
maximum SCH per course ................................................................. 3
maximum contact hours per course ................................................................. 48

Learning Outcomes
Upon successful completion of this course, students will:
1. Apply nutritional knowledge to analyze personal dietary intakes, to plan nutritious meals using nationally established criteria to meet recommended goals, and to evaluate food labels and the validity of nutritional claims.
2. Trace the pathways and processes that occur in the body to handle nutrients and alcohol through consumption, digestion, absorption, transport, metabolism, storage and waste excretion.
3. Discuss functions, sources, deficiencies, and toxicities of macro- and micronutrients, including carbohydrates, lipids, proteins, water, vitamins, and minerals.
4. Apply the concept of energy balance and its influences at the physical, emotional, societal, and cellular level to evaluate advantages and disadvantages of various methods used to correct energy imbalances.
5. Utilize concepts of aerobic and anaerobic energy systems, and knowledge about macronutrients, vitamins, minerals, ergogenics, and supplements and relate them to fitness and health.
6. Describe health and disease issues related to nutrition throughout the life cycle, including food safety, corrective dietary modifications, and the influence of specific nutrients on diseases.

**Online Instructor:**
The online instructor acts as a course facilitator rather than a classroom teacher. Students, therefore, assume the responsibility of learning course content through readings in the textbook, watching video lessons, completing online activities, and by interacting with the instructor and other students through email or Discussion Forums.

**Recommended:** One semester of chemistry or human physiology

**Required Materials:**

*Understanding Nutrition, 14th Edition*
*Eleanor Noss Whitney | Sharon Rady Rolfes*
© 2016 | Published

**CORE CURRICULUM STATEMENT**
- **Critical Thinking** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- **Communication** - to include effective development, interpretation and expression of ideas through written, oral and visual communication.
- **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.
- **Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

BIOL 1322 develops **Critical Thinking and Empirical and Quantitative Skills** by requiring students to research, analyze and interpret data derived from an experimental setting and drawing a well-informed conclusion of the data through the application of sound biological concepts.

BIOL 1322 develops **Teamwork and Communication** by requiring students to effectively work in a small group on an assigned problem, exercise or course concept that will then be presented in a written, oral or visual format.

**Evaluation Procedures**
“What you bring to this class is yourself and your desire to participate, and what you do in here depends finally upon that.” Paul Baker, 1977.
With the above quote in mind, please consider this course another "job" and you are going to get paid in points rather than $$$:

1. You are expected to perform the "job" (the assignments) until the "job" is completed.
2. You will be "paid" (with points) for how well you do your "job."
3. If you do not do your "job" in a timely manner (by the posted deadline), then you will not be "paid" the full amount.
4. If you do not perform your "job," then you will not be "paid" at all. There are 830 points possible in this course.
Point Distribution:
- Online Introductions: (10 Pts.)
- Written Exams: (400 Pts.)
- 2 Discussions: (40 Pts.)
- 12 Quizzes: (120 Pts.)
- Diet Analysis (130 Pts.)
- Food Label Assignment: (50 Pts)
- Group Presentation (80 Pts.)

Grading Scale:
Course Grades will be issued according to the following 830-point scale*:
A = 830-743
B = 742-660
C = 659-577
D = 576-494
F = <494

Exam Reviews
Students who complete the optional Exam Reviews score about 10-15 points higher on written exams than do students who do not complete it. Exam Reviews come from textbook Chapter and Lesson Learning Objectives (found online under Exam Information).

Exam Testing Schedule
See the Semester Calendar online for Exam deadlines.

Exam Make-Up Policy
There are no make-up exams unless there is a documented medical or family emergency. There will be no make-up for the final exam.

Late Work
No work will be accepted one week past the due date. All late assignments will have 10% deducted from the grades.

Extra Credit
Click the Extra Credit folder under “Requirements” online for details.

Recommended Learning Process:
In order to gain an understanding of each lesson, you should study a minimum of six hours/week. This recommendation is in keeping with the number of hours spent studying for a traditional 3-hour lecture class. To get the most out of your study time, the following study sequence is recommended:

- Read each assigned textbook chapter to be covered on the exam in an overview fashion first, and then read again, concentrating on Learning Objectives (online).
- Take Notes on the Learning Objectives after reading each chapter.
- Watch the Nutrition Pathways video program associated with each lesson.
- Take Notes on the Learning Objectives after watching each video program.
- Complete the exam reviews (see Exam Reviews online under Course Material).
Final Words to the Wise . . .

- Review notes frequently - the material in this course can be detailed and difficult!
- Do not wait until the night before an exam to study - unless you enjoy pain and agony!

Other Suggestions:

- Complete all Project components and other activities assigned by your instructor and submit by the stated deadline.
- Contact: E-mail your instructor if you need help with course content or course procedure.

Course Schedule:

<table>
<thead>
<tr>
<th>Assignment/Exam/Quiz</th>
<th>Date Active</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion 1 (Introductions)</td>
<td>9/18/2017</td>
<td>9/25/2017</td>
</tr>
<tr>
<td>Quizzes 1-4</td>
<td>9/18/2017</td>
<td>10/11/2017</td>
</tr>
<tr>
<td>Exam One</td>
<td>10/9/2017</td>
<td>10/11/2017</td>
</tr>
<tr>
<td>Discussion 2</td>
<td>9/18/2017</td>
<td>10/11/2017</td>
</tr>
<tr>
<td>Group Project Sign-Up</td>
<td>9/18/2017</td>
<td>10/20/2017</td>
</tr>
<tr>
<td>Group Project Outline</td>
<td>9/18/2017</td>
<td>10/27/2017</td>
</tr>
<tr>
<td>Food Label Assignment</td>
<td>9/18/2017</td>
<td>10/31/2017</td>
</tr>
<tr>
<td>Quizzes 5-7</td>
<td>10/10/2017</td>
<td>11/1/2017</td>
</tr>
<tr>
<td>Exam Two</td>
<td>10/30/2017</td>
<td>11/1/2017</td>
</tr>
<tr>
<td>Drop Date</td>
<td></td>
<td>11/14/2017</td>
</tr>
<tr>
<td>Quizzes 8-10</td>
<td>11/1/2017</td>
<td>11/22/2017</td>
</tr>
<tr>
<td>Exam Three</td>
<td>11/20/2017</td>
<td>11/22/2017</td>
</tr>
<tr>
<td>Diet Analysis</td>
<td>9/18/2017</td>
<td>11/25/2017</td>
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<tr>
<td>Group Project</td>
<td>9/18/2017</td>
<td>11/27/2017</td>
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<tr>
<td>Discussion 3</td>
<td>9/18/2017</td>
<td>11/27/2017</td>
</tr>
<tr>
<td>Quizzes 11-13</td>
<td>11/22/2017</td>
<td>12/13/2017</td>
</tr>
<tr>
<td>Exam Four (Final)</td>
<td>12/11/2017</td>
<td>12/13/2017</td>
</tr>
</tbody>
</table>

Have a great winter break!

Discipline/ Course/Department/Policies

Academic Honesty:

Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog at http://www1.dcccd.edu/cat0506/ss/code.cfm

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. Cheating includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for another person to take a test. Plagiarism is the appropriating, 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 written work. Collusion is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious
offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college.

**Notification Of Absence Due To Religious Holy Day(S)**
Absences for observance of a religious holy day are excused. Notification of the absence must be given to the instructor in writing at least two weeks prior to the date of the holy day. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within a mutually agreed upon time after the absence.

The **Office of Institutional Equity**, in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and implementing compliance policies and procedures. The Institutional Equity and Compliance Officer and the Office of Institutional Equity will ensure compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion.

**Students with Disabilities:**
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please provide or request that the DSO send your accommodation letter to me as soon as possible (students are encouraged to contact DSO at the beginning of the semester). For more information regarding the College Disability Services Office, please visit the Student Services website: dcccd.edu/DSO Offices or contact DCCCD Office of Institutional Equity at (214) 378-1633. 
North Lake College Disability Services Office: A414, 972-273-3165

**A Note on Harassment, Discrimination and Sexual Misconduct**
We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence, stalking), retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity, and/or gender expression, please contact your College Title IX Coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students, and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If students wish to keep the information confidential, please contact the college Counseling or Student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the College Title IX Coordinator or District Title IX Coordinator. The Title IX Coordinator will contact the student and determine if further investigation is needed. For more information about policies, resources or reporting options, please contact your college Title IX Coordinator or visit www.dcccd.edu/titleIX.
North Lake College Title IX Coordinator: Rosemary Meredith(acting), TitleIX-NLC@dcccd.edu, 972-860-3992
District Title IX Coordinator: Office of Institutional Equity, LaShawn Grant, TitleIX-District@dcccd.edu, 214-378-1633

**Drop Policy**
If you are unable to complete this course, you must officially withdraw by April 26th. Withdrawing is a formal procedure which you must initiate; your instructor cannot do it for you.

**Repeatability Issue:**
All Dallas County Community Colleges charge a higher tuition rate to students registering the third time for a course. This rule applies to the majority of credit and Continuing Education / Workforce Training courses. Developmental Studies and some other courses are not charged a higher tuition rate. Third attempts include courses taken at any DCCCD college since the fall 2002 semester. For further information, go online to: http://www.DCCCD.edu/thirdcourseattempt.

**Obtaining Your Grades at the End of the Semester**
Grade reports are no longer mailed. Convenient access is available online or by telephone. Simply use your student identification number when you log in to e-connect or call DCCCD Touch Tone Services. Web site address: http://econnect.dcccd.edu/. Telephone number: 972-613-1818.

**Financial Aid Statement**
Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate are also subject to this policy.

To apply for financial aid in the DCCCD, students must complete FAFSA (Free Application for Federal Student Aid) on the web at http://www.fafsa.ed.gov.

**Stop Before You Drop!**
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: https://www1.dcccd.edu/coursedrops

**Family Educational Rights and Privacy Act of 1974 (FERPA)**
In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.
Writing Across the Curriculum:
Science courses at Eastfield College incorporate writing skills. Writing is a critical part of the communication of ideas, and is important in the synthesis and analysis of scientific concepts. Writing in this course is accomplished through the assigned projects. Points will be deducted for incorrect grammar, spelling and incomplete/incorrect sentence structure. Please refer to the Learning Assistance Center for proofing your work.

Children on Campus
The institution strives to protect an environment most conductive to teaching and learning for all enrolled students. Children who are taking part in organized scheduled activities or who are enrolled in specific classes are welcomed. Minor children, however, should not be brought to the institution unless closely supervised by their parent. Minor children should not be brought into classrooms, laboratories or other facilities or the college. This practice is disruptive to the learning process. In the case of an emergency where the student-parent has no alternative but to bring the child to campus, classroom faculty or the administrative heads of other units have full discretion as to whether a child may be allowed to quietly stay in the location. These individuals may require that the children be removed by the student-parent from the setting if, in their opinion, the presence of the child is deemed to be disruptive to the learning process. For reasons of security and child welfare the institution will not permit unattended children to be left anywhere on the premises. Parents who have problems with children should visit the Counseling and/or Advisement Center to receive referrals to childcare services in the area.

Food and Drink Policy
You may bring your meal or snack to class but you must dispose of your trash responsibly. You are responsible for any spills.

Instructor’s Right to Amend Syllabus:
The instructor reserves the right to amend this syllabus as deemed necessary.