Term: (Spring 2019) 8-Week Course: Session 1  
Course: BIOL-1322-43200 (Nutrition and Diet Therapy I (Principles of Nutrition))  
Course Dates: 1/22/2019 - 3/21/2019  
Class Location and Time: MW 01:00 PM to 03:40 PM Room N201

Term: (Spring 2019) 8-Week Course: Session 2  
Course: BIOL-1322-43201 (Nutrition and Diet Therapy I (Principles of Nutrition))  
Course Dates: 3/27/2019 - 5/16/2019  
Class Location and Time: MW 01:00 PM to 03:40 PM Room N201

Instructor: Kathy Hines  
Phone: 972-391-1047  
Email: KathyHines@dcccd.edu  
Office & Office Hours: C236 | By Appointment Only

Science, Technology, Engineering and Math Division (STEM) | S-Building, Room 210 | 972-860-7297

Course Drop Date: February 27, 2019  
Disclaimer: The instructor reserves the right to amend this syllabus as necessary.  

Student Services Contact Information:

<table>
<thead>
<tr>
<th>Office:</th>
<th>Contact Information:</th>
</tr>
</thead>
<tbody>
<tr>
<td>EFC Police: N112</td>
<td>Phone: 972-860-4290 (dispatch)</td>
</tr>
<tr>
<td>EFC Counseling Department: C140</td>
<td>Phone: 972-860-7371 and 972-860-7384</td>
</tr>
<tr>
<td>STEM Main Office: C202</td>
<td>Phone: 972-860-7297</td>
</tr>
<tr>
<td>STEM (Secondary) Office: S213</td>
<td>Phone: (972) 860-7140</td>
</tr>
<tr>
<td>Center for Excellence in Teaching and Learning (Adjunct Faculty Office): C236</td>
<td>Adjunct Faculty Office Phone: 972-391-1047</td>
</tr>
</tbody>
</table>

Contact the Instructor: I will respond to emails, but the response may be delayed. So if you have an emergency, then please leave phone messages with the adjunct faculty office and they will be placed in my mail box which I will get when I arrive on campus.

Course Description:  
This is a Core Curriculum course selected by the colleges of DCCCD with the Coordinating Board Academic Approval Number of 1905015109. This is a Texas Common Course Number (HECO 1322: Nutrition and Diet Therapy I) with the 2015-2016 Core Curriculum Foundational Component Area of 080 (Social and Behavioral Science).  
Catalog Description (EFC 2015-2016): Study of the chemical, physical, and sensory properties of food; nutritional quality; and food use and diet applications (3 Lecture Credit Hours).  
Description from the Texas Higher Education Coordinating Board (Academic Course Guide Manual): This course introduces general nutritional concepts in health and disease and introduces 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.

**Prerequisite**—One of the following must be met: (1) DREA 0093 AND DWRI 0093; (2) English as a Second Language (ESOL) 0044 AND 0054; or (3) have met Texas Success Initiative (TSI) Reading and Writing standards AND the college Writing score prerequisite requirement.

**Developmental Courses:**

The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. The program assesses a student’s basic academic skills in reading, writing, and math. Passing the assessment is a prerequisite for enrollment in many college-level classes such as English 1301/1302, History 1301/1302, Math 1414, etc. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. In some cases retesting will also be required. It is up to each student to be aware and informed about requirements that are subject to change. Additional information is available from the TSI Office.

**Core Objectives**

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

**Core Objective Development Statements**

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.

**Course Objectives**

This course provides an introduction to the principles and concepts of nutritional science. It is expected that you will obtain a fundamental knowledge of the biochemical mechanisms of nutrient metabolism and function in the body. This will include an understanding of the nutrient content of foods, the process by which they are digested and absorbed into the bloodstream, as well as the precise chemical functions they perform within tissues to maintain normal cell growth and homeostasis. In addition, you will better appreciate the roles of specific nutrients present in a balanced diet in promoting optimal health and preventing disease. This course will also help you interpret and understand current research in nutrition. This course should encourage you to appreciate the economic, psychological, social, family, cultural and industrial food-related influences that affect dietary habits and customs.

**Student 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 concepts 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 disease.

**Textbooks and Other Course Materials**


**eCampus Account:** BlackBoard is located here. All course materials including grades are posted on-line.

**Exam Requirements:** Two scantrons not damaged per exam; No. 2 pencils with good erasers.

**Calculator with basic functions only:** You will need to bring this calculator to every exam.

**Recommended Course Prerequisites:** One semester of chemistry/physiology is strongly recommended. General algebra is necessary.

**Method of Evaluation**

**Lecture Grade:** There will be four major exams. These exams will have ~75 multiple choice questions. The exam dates are on the schedule. You will have the specified class time for each that is **on the schedule**. Exam reviews are available on eCampus.

**Project Grade:** There will be two independent reading assignments from previous Books-in-Common. There will be **three** major topic-related projects. Details will be provided later. Due dates are on the schedule.

**Overall Tentative Assignment Summary:**

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<th>Assignment:</th>
<th>Content:</th>
<th>Points:</th>
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<tbody>
<tr>
<td>Exam I:</td>
<td>Chapters 1-3</td>
<td>200</td>
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<tr>
<td>Exam II:</td>
<td>Chapters 4-5</td>
<td>200</td>
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<td>Exam III:</td>
<td>Chapters 6-7</td>
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<td>Exam IV:</td>
<td>Chapters 10-13</td>
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<td>Assignment (Certification):</td>
<td>Photo Quiz</td>
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<td>Assignment Safety Video:</td>
<td>Keeping Safe</td>
<td>30</td>
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<td>Assignment after Exam I:</td>
<td>Course Survey</td>
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<td><strong>Project 1:</strong></td>
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<td><strong>Project 2:</strong></td>
<td><strong>SLO Nutrition Issues/Audiences</strong></td>
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<td><strong>Project 3:</strong></td>
<td><strong>Healthy Weight</strong></td>
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<td><strong>Fast Food Nation</strong></td>
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<tr>
<td><strong>Reading Assignment 3</strong></td>
<td><strong>Chilean Miners</strong></td>
<td>13</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td></td>
<td><strong>XXXX</strong></td>
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</table>

Grades for each component will be assigned a point value. Rounding off will be from the first decimal place. Example: 89.5 will be 90. (Out of XXXX points)

**Letter Grades:**

A = 90-100 %  B = 80-89 %  C = 70-79 %  D = 60-69 %  F = Below 60%

**Course Schedule**

The tentative course schedule is in a separate file and may be revised during the semester.

**Instructor Policies**

**General:**

**Exams**

* No cell phones or “smart” watches will be allowed during exams. Only manual calculators will be allowed.
* Eyes on your own paper. Cover up your own exams to protect yourself. Plain paper will be provided.
* You will **not** be allowed to leave the room after the exam begins, so go to the restroom **before** the exam begins.
* Cheating on exams will result in disciplinary action that may **not be limited** to a zero on the exam. * **Make-up exams** will not be given except under extreme circumstances with an **approved university excuse in writing**. I will not return the exams until all exams have been taken. If I am not notified, a “zero” will be given. The decision regarding make-ups is the instructor’s not the student’s.
* You will not be allowed to keep your exams. If you deliberately leave the room with any test, you will receive a zero for that exam grade.
* Any re-grading or corrections to exams must be determined at the time the exam is reviewed.

**Assignments**

**NOTE:** The college certification procedure now requires that the student actually complete an assignment as well as be in attendance before being accepted as “certified” for financial aid purposes. Therefore do not ignore the “certification” assignment and the due date!

* All assignments should be turned in at the beginning of class on the due date. Points will be deducted for late assignments. Assignments may be turned in early. Do not procrastinate!
* If you handwrite assignments, please use only blue or black ink. Pencil is acceptable also.
* Follow instructions. Read the instructions for all projects, assignments, and exams. Some instructors deliberately test the student strictly on their ability to read and follow the instructions. Use complete sentences for all assignments.
* No assignment will be accepted electronically. It must be submitted in person or left in my faculty mailbox in room C236. The staff member will give your assignment to me. Request that the staff please date and time stamp your assignment.
* The student is responsible for all information discussed in class, presented on blackboard, and/or given as announcements on blackboard and then released as an email. If you are absent, then it is your responsibility to get the information from a classmate.

**Attendance:**

*Attendance is kept. Since these classes are 2-3 hours, a lot of material is covered during each lecture. Arrive on time and stay the whole time. Arriving late or leaving early disrupts the class. Do not make this a habit. If you must leave early, then please be courteous and tell me before the class starts.

*Please provide a written excuse for your absences especially for exams.*

* Be mindful of the time limit for dropping a course. If a course is not officially dropped, an "F" will be entered as the course grade. This will then lower your overall grade point average. Your transcript will permanently have the low scores.

**Classroom Behavior:** You are expected to be reasonably quiet during class. Talking to your neighbors during the lecture is disrespectful and disruptive. All electronic devices must be turned off or turned to silent mode during class. This includes, but is not limited to, cell phones, pagers, entertainment units with ear phones, and laptop computers. No texting or checking emails, etc during this class. Personal lap top computers are NOT allowed to be used in class. Your attention needs to be on the lecture. Recordings are not allowed unless authorized by disabilities services in writing. Students do not pay to hear/see you talk, type or otherwise distract them. Remember, you, or someone else, paid for you to hear me. If these instructions are disregarded, you may be asked to leave.

**Study Habits:**

**NOTE:** There is a separate folder on BlackBoard labeled “Student Success Series” that has information provided by faculty and staff specifically addressing common problems like time- and stress-management issues. If you overload yourself with school, family, work, and other obligations, then something will “break.” The juggling act is very difficult. So please read these and ask for help and advice from the professionals.

**Reality Check:** For many students, community college is the bridge between high school and a four-year college. Your high school may not have prepared you for college. You will be required to turn in assignments on time. The due dates are on the syllabus. Your attendance will count. Assignments and study may take longer than you anticipated. And the majority of your course grade will be the exams. The grade that you receive is the grade that you earned!

* Be organized. Make binders for each different subject you take in college.
* Biology 1322 will require its own three-ring binder and project folders. Print off all materials that are on BlackBoard and keep in this binder. Print off a chapter in advance. When one chapter is finished, I will advance to the next in the order listed in the schedule.
* Each chapter will have lecture slides, glossary, and an outline for your study. These will be on BlackBoard, which is through eCampus. You are **required to print off the notes** as “handouts” 3/page prior to coming to class so that you can write on these notes during class. This is called “active” learning. Staring at the board or at the instructor does not engage the memory, however, taking written notes does.
* Do not come to this class with only your cell phone, keys and wallet. Activate your brain and plan to learn. **This classroom is a learning environment not to be used for your entertainment or personal business.**
* You will be responsible for all material in the text, lecture notes, and projects. The majority of your learning nutritional science will be outside of the classroom. The classroom is a supplement to your personal study. It has been estimated that for every 1 hr course
Each test will have a review that you should print off and begin studying with the first new chapter. Your success on each exam may be determined by your diligence in doing these reviews. Use the Study Guide also because it has an exam format with the answer key. Newer editions of the main text have some quiz questions in the separate section added to the back of the book.

STEM Department Tutoring
Tutoring for science, math and writing is available in the library (L200). You will need to access the current schedule. Students are encouraged to take advantage of this service for additional help in their course work.  

College Policies

Academic Honesty Statement:
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 un-administered 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.

ADA Statement:
Students with a physical, mental or learning disability who require accommodations should contact the college Disability Services Office in C141 next to the Health Center (972.860.8348 or email efcdso@dcccd.edu). For more information: http://www.eastfieldcollege.edu/SSI/DSO/index.html

Certification for Financial Aid:
You must attend and participate in your on-campus or on-line course(s) in order to receive federal financial aid. Your instructor is required by law to validate your attendance and participation in an academic related activity pertaining to the course in order for you to receive financial aid. Failure to do so will prevent you from being certified and will affect your financial aid.

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.

Eastfield College Email Policy:
Faculty and students must have and use a DCCCD account for all correspondence relating to academic coursework. For information on setting up a DCCCD student email account go to: https://www.dcccd.edu/SS/OnlineSvs/Pages/MSOffice.aspx

Emergency/Inclement Weather Procedure:
In case of emergency or inclement weather conditions, Eastfield students should listen to KEOM-FM radio (88.5 FM) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also monitor other local radio and television stations. The earliest an announcement may be broadcast on KEOM Radio is 6 am.
Students may also refer to the Eastfield college web page www.eastfieldcollege.com for Inclement Weather announcement under the Features area of the front page. The announcement will be posted immediately following the decision to close the college. The instructor may use eCampus with the email feature to notify students of specific changes to the class that may be different from the entire school.

Emergency Operating Procedures (DCCCD):
http://video.dcccd.edu/rtv/DO/emergency_dcccd.wmv

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 study 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.

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 after the drop date are also subject to this policy.

Financial Aid Statement for Distance Learning Classes:
If you are receiving Financial Aid grants or loans and are enrolled in a Distance Learning class, you must show participation in this class prior to the certification date by either e-mailing or contacting the instructor or logging on to eCampus. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.

Food and Drink Policy: Food, drinks and tobacco products are prohibited in Eastfield College classrooms by general policy.

Obtaining Final Course Grades by using eConnect:
Final Grade Reports are no longer mailed. Convenient access is available online at www.econnect.dcccd.edu. Use your identification number when you log onto eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your Student Advising Report, which is available in the Admissions Office.

Office of Institutional Equity (OIE): See below for the complete document.

Religious Holidays:
Absences for observance of a religious holy day are excused. 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 reasonable time after the absence.

Repeating This Course (Third Attempt to Enroll in a Course):
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the fall 2002 Semester. See Third Attempt to Enroll in a Course at: http://www.dcccd.edu/thirdcourseattempt/

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
Withdrawal Policy:
If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by 5 PM on the specified dates depending on the type of class. Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. For more information about drop deadlines, refer to the current printed Credit Class Schedule, contact the Admissions/Registrar’s Office at 972-860-7167 (Room C119), or contact the division office.

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 assignments. Points will be deducted for incorrect grammar, spelling and incomplete sentence structure. Please refer to the Academic Skills Centers for proofing your work.

Note: The instructor reserves the right to change any information contained in this document, when necessary, with adequate notice given to the student. Any comments, suggestions, or questions may be directed to the instructor in writing or verbally. Thank you.

DCCCD OIE Faculty Syllabi Statement as of FALL 2016

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 Officess or contact DCCCD Office of Institutional Equity at (214) 378-1633.

College Disability Services Offices

<table>
<thead>
<tr>
<th>Location</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brookhaven</td>
<td>972-860-4673</td>
</tr>
<tr>
<td>Cedar Valley</td>
<td>972-860-8119</td>
</tr>
<tr>
<td>Eastfield</td>
<td>972-860-8348</td>
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<tr>
<td>El Centro</td>
<td>214-860-2411</td>
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<tr>
<td>Mountain View</td>
<td>214-860-8677</td>
</tr>
<tr>
<td>North Lake</td>
<td>972-273-3165</td>
</tr>
<tr>
<td>Richland</td>
<td>972-238-6180</td>
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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.
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<tr>
<th>College Title IX Coordinators</th>
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<tr>
<td>Brookhaven</td>
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<td>El Centro</td>
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<td>Richland</td>
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<td>Dallas Colleges Online</td>
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<tr>
<th>District Title IX Coordinator</th>
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<tbody>
<tr>
<td>Office of Institutional Equity</td>
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