RICHLAND COLLEGE DEPARTMENT OF BIOLOGY  
School of Mathematics, Science, and Health Professions  
Course Syllabus for BIOL-1322: Nutrition & Diet Therapy (Principles of Nutrition)  
3 credit hours

PLEASE NOTE THE IMPORTANCE OF THIS SYLLABUS. IT HAS ALMOST EVERYTHING YOU NEED TO KNOW ABOUT CLASS.

(Instructor reserves the right to amend this information as necessary.)

<table>
<thead>
<tr>
<th>Semester and Year:</th>
<th>Spring 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Dates:</td>
<td>March 25 – May 16, 2019</td>
</tr>
<tr>
<td>Section:</td>
<td>83432</td>
</tr>
<tr>
<td>Class time and days:</td>
<td>online</td>
</tr>
<tr>
<td>Room:</td>
<td>n/a</td>
</tr>
<tr>
<td>Instructor:</td>
<td>Jennifer Neily, MS, RDN, LD, FAND</td>
</tr>
<tr>
<td>Contact Info:</td>
<td><a href="mailto:Jneily@dcccd.edu">Jneily@dcccd.edu</a> (preferred and best way to contact me)</td>
</tr>
<tr>
<td></td>
<td>Adjunct office: A110 – 972-238-6140 (but best to email me)</td>
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<tr>
<td>Last date to withdraw:</td>
<td>With a “W” May 3, 2019</td>
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<tr>
<td>Final exam day and time:</td>
<td>Online. Must be taken by Thursday, May 16, 2019</td>
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CATALOG COURSE DESCRIPTION | Nutrition & Diet Therapy (Principles of Nutrition)
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. (3 credits) Coordinating Board Academic Approval Number 1905015109 | This is a Texas Common Course. It’s a Core Curriculum course selected by the colleges of DCCCD.

PREREQUISITES
College level ready in reading and writing. This is an intro course, yet some students find it challenging. Nutrition is a science and much of nutrition relates to biochemistry so although not required recent courses in biology and/or chemistry are beneficial.

COURSE OBJECTIVE
To facilitate the understanding of the basic concepts of nutrition, students will gain knowledge of the different nutrients, their functions, and sources, emphasizing relationship to nutrition and health.

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 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.

COURSE MATERIAL
Nutrition & Diet Therapy (Principles of Nutrition) uses an e-program called MindTap (MT), a Cengage product. MindTap will help you master course material using interactive videos, animations, activities, and assessments. The text/e-book incorporated within MindTap is Understanding Nutrition 15th edition (only the 15th edition may be used).

MindTap Nutrition engages students to produce their best work—consistently. With the Diet & Wellness Plus app (it is included in MindTap—no additional fee)—you will track your diet, generate reports, and analyze the nutritional value of the food you eat. You will use it for your Diet Analysis assignment.

THERE ARE 3 (three) OPTIONS AVAILABLE through the RLC bookstore: Only ONE option is needed


OR


OR

OPTION 3: Cengage Unlimited – If you have several classes using Cengage materials (Mindtap is a Cengage product), you might consider this. It’s a subscription providing access to ALL Cengage eBooks and digital learning products – over 22,000 in total – for only $119.99 (extended subscriptions also available). You can purchase your Cengage Unlimited subscription in the Richland College Bookstore and at cengage.com.

OPTION 1 is a little more expensive but if you like having a hard copy, you want this. Plus, you have it forever. There is a textbook but we felt the loose-leaf is a better more cost-effective option for our RLC students. Purchase through the Follett Bookstore at Richland to assure you get the right material. Buying elsewhere will not guarantee that. You need the Access Code to complete MindTap assignments and readings. [http://www.bkstr.com/richlandstore/shop/textbooks-and-course-materials](http://www.bkstr.com/richlandstore/shop/textbooks-and-course-materials)
IMPORTANT NOTE: If you order MT online, there are usually two options: Printed access card or instant access card. The bookstore will mail the code (regular mail). Because this may take a while, your grace period may have ended so be aware!

However, if you select *pick up at the store* and say in the comments to *email you the code*, they should be able to scan the code and you do not have to wait for the code to go through regular mail. If you have questions, call the bookstore. **MindTap must be accessed by eCampus (Blackboard) only, not the Cengage site.**

THE MOST IMPORTANT THING IS THIS: REGISTER (you have a short grace period meaning you can get started and not have to pay immediately.)

1. Connect to MindTap through eCampus.
2. Follow the prompts to register.

*If you have any problems with MindTap, please call Cengage Support: 1-800-990-8211.* In addition, Cengage Learning—the company behind MindTap—has excellent student resources. For assistance with the Cengage MindTap program: [https://services.cengage.com/student/](https://services.cengage.com/student/)

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**GRADING SCALE & COURSE EVALUATION**

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<table>
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<tbody>
<tr>
<td><strong>Exams</strong></td>
<td></td>
</tr>
<tr>
<td>Exam 1*</td>
<td>125</td>
</tr>
<tr>
<td>Exam 2*</td>
<td>125</td>
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<tr>
<td>Exam 3*</td>
<td>125</td>
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<tr>
<td>Exam 4*</td>
<td>125</td>
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<tr>
<td>Final Exam*</td>
<td>125</td>
</tr>
<tr>
<td><strong>Total Exam Points</strong>*</td>
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<tbody>
<tr>
<td><strong>Assignments</strong></td>
<td></td>
</tr>
<tr>
<td>MindTap Assignments: Chaps 1, 2, 3, 4, 5, 6, 7, 9, 14, 15, 16, 17</td>
<td>140</td>
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<tr>
<td>Vitamin &amp; Mineral Assignment</td>
<td>60</td>
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<tr>
<td>Discussion Board (3 @ 50pts each)</td>
<td>150</td>
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<tr>
<td>Diet Analysis Assignment (some parts due earlier in the semester)</td>
<td>150</td>
</tr>
<tr>
<td><strong>Total Points Possible</strong></td>
<td><strong>1000</strong></td>
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* The lowest of these exam scores will be dropped (5 exams only 4 count towards grade)
### FINAL GRADE SCORING

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Point total</th>
<th>Letter Grade</th>
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<tbody>
<tr>
<td>&gt;90</td>
<td>&gt;900</td>
<td>A</td>
</tr>
<tr>
<td>80 – 89</td>
<td>800 – 899</td>
<td>B</td>
</tr>
<tr>
<td>70 – 79</td>
<td>700 – 799</td>
<td>C</td>
</tr>
<tr>
<td>60 – 69</td>
<td>600 – 699</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>&lt;600</td>
<td>F</td>
</tr>
</tbody>
</table>

### RECOMMENDATIONS FOR STUDENT SUCCESS

**Instructor Policies and Suggestions for Student Success:** Everything you need to know about the course policies are here and on eCampus. You should use MindTap, PowerPoints, videos, assignments, discussion boards, and me for learning tools. I am here to support you and facilitate your progress through the course with the result providing you a terrific learning experience and appreciation for nutrition!

**Student Responsibility:** To complete this course successfully, you should: attend class, access the course in MindTap and eCampus, check email and announcements during the week, verify deadlines on the Course Schedule. I recommend you print multiple copies and keep the Course Schedule handy, participate in Discussion Board, submit all assignments and examinations on time. Work is due weekly. **Students assume the responsibility of learning** the course content through reading assigned chapters and completing assignments and required activities. Students are expected to log-in and utilize the course materials and activities on eCampus and MindTap regularly.

### EXPECTATIONS RELATED TO ACADEMIC INTEGRITY

**You can:**
- Use spellcheck/grammar check tools, grammarly.com, and the Writing Center to improve your writing.
- Get together study groups if no one has taken an exam yet.
- Consult books, articles, class notes, text, course tools, etc., for answers to assignments.

**You are not allowed to:**
- Use an author’s exact words without quoting (even if you give credit by citing).
- State an author’s work without properly citing (giving credit to the author’s ideas and thoughts, even if you use your own words).
• Copying and pasting anything from the internet is outright plagiarism and just wrong. If you don’t know what plagiarism is, here are resources.
• Use another student’s work or ideas in completing your own work or Discussion Board assignments.
• Have another student do the work for you.
• Access the internet while completing an exam, other than taking the exam. You may use notes.
• Consult with students who have previously taken the exam.

**COMMUNICATION**

1. We communicate through email — when I create an announcement you will receive an email. You will also email me as needed. You are responsible for ensuring your email address is correctly listed in the course (check this now!).
2. **Required subject line format:** When contacting me (jneily@dcccd.edu), the subject line must contain a description of why you are emailing me. The email itself (the body/message) should contain the course ID and your name at the end of the message. Emails sent without this format will be returned requesting this information and slowing my response.
3. **Make certain to ‘sign’ your emails.** If you have not already I recommend you create an auto signature in your email. I also recommend this for your phone. With an iPhone go to Settings -> Mail -> Signature (it’s near the bottom in ‘Composing’).
4. If you send an email requiring a response to meet a deadline, make sure to use the correct subject line and check your email often.
5. **Note:** Contact Cengage Support for issues with MindTap 800-990-8211 and eCampus support for tech issues. (Support links are in the navigation column on eCampus.)
6. Extensions will not be granted in situations where I responded to your request/problem before the due date, but you did not check frequently to see the response.
7. **I will reply to emails sent in the proper format within 24 hours during the week and 48 hours over the weekend and holidays.** Double check your format and resend your email if you do not hear back from me within this time frame.
8. **Do not assume an unanswered email was received—always resend an email if you do not receive a reply in 24 hours!** Last semester I had a student send me multiple emails with assignments and I never received them because RLC’s email system filtered them as spam.
9. Correct spelling, grammar, and use of complete sentences are expected. Do not use abbreviations, please, especially texting abbreviations.
10. **Netiquette:** All communication should be civil. Standards of courtesy and respect must be maintained in the online environment. Please be courteous to your classmates. On the Discussion Board, it might be helpful to read your posting out loud before you submit it to make sure it is understandable. Your **tone** is a very important part of communication. Be respectful.

**TECHNICAL REQUIREMENTS**

A basic level of technical competence and equipment are necessary for participating in this class. You should already be able to perform the following tasks:
• Send/receive email, including attaching and downloading document files within e-mail.
• Complete assignments using Word and work with PDF files and forms. Did you know you get Microsoft Office 365 (includes Word, Excel, Powerpoint, etc) for free? Yes! Access here.
• Locate, save, and retrieve files on the computer.
• Read and submit comments to a discussion board.
• Use a web browser like Internet Explorer, Chrome, or Firefox and search engines like Google. There are resources in Tools to check your browser.
• You should be comfortable and trained using eCampus/Blackboard. Under the Tools tab in eCampus there are many tutorials and FAQs. Please do not rely on me for eCampus support. I am a dietitian not a technician 😊.
• PLEASE NOTE: Students are 100% responsible for access to a working computer and reliable connection by landline or Wi-Fi. A non-working computer or other related excuse will not excuse you from course content requirements or deadlines. Even if the issue is ecampus or Mindtap, I’m sorry but that’s not an excuse—you should have completed the work before the last minute.
• Access to only a mobile device or tablet (iPad, etc) is NOT enough to succeed in this class.

COURSE ASSIGNMENTS

• Most assignments are incorporated into MindTap, laid out by chapters and submitted electronically. You have weekly MindTap assignments to help you keep up with material for exams. Most students find it’s a terrific way to boost their grade especially if they don’t do well on exams. The assignments are open source and in some cases more than one attempt is allowed (plus the chance to check answers.)
• In MindTap items for grading are marked. Items marked practice are for that—practice. There is no penalty for not doing the work, except you will not learn as much.
• There are videos and articles that enrich the course and your experience. You will see many videos on my Neily on Nutrition YouTube channel embedded within chapters. They are short—most about 5 minutes.
• You MUST access MindTap through eCampus to access our course—not through the Cengage site.
• The Vitamin/Mineral assignment is different. It is not a Mindtap assignment but located in Course Content and in Assignments in ecampus.

MindTap assignments
Within most chapters there are online assignments. There are case studies, post-chapter assessments, pop-up tutors, and other assignments with points varying from 4 to 15.

Diet Analysis – 150 points
You will record and analyze a 3-day food record of your own diet using Diet & Wellness Plus in MindTap. The assignment is posted in eCampus. There are several parts due early in the semester. Pay attention to due dates. NOTE: SEE THE TAB IN ECAMPUS FOR COMPREHENSIVE INFORMATION REGARDING THIS IMPORTANT 150 POINT PROJECT.
Discussion Board – 150 points (three at 50 points each)

Discussion Board (DB) topics are a forum to learn beyond what’s in the standard curriculum. There are three, each worth 50 points. Students must post a minimum of three times on three different days. You will make an initial post (minimal 200 words) and two replies (each at least 75 words). The following rubric is a brief guide of how you’re evaluated.

To receive the full 50 point credit, the last day to make your initial post is Friday. Then you can make your two follow-up posts to classmates on Saturday and Sunday. My experience is some students wait until the last minute and make all three posts on the last day. This is frustrating to me and to your fellow classmates who post earlier in the week. You might have something terrific to say but no one is seeing your posts—because they’ve already completed their own posts—and don’t have the opportunity to see your brilliance. Please post early and often. Furthermore, the maximum points you will receive is 30.

<table>
<thead>
<tr>
<th>DISCUSSION BOARD PARTICIPATION RUBRIC</th>
</tr>
</thead>
<tbody>
<tr>
<td>**Above Standard</td>
</tr>
<tr>
<td><strong>Initial Posting</strong></td>
</tr>
<tr>
<td>• This excellent posting reflects you read and understood the material, gave considerable thought to the topic and perhaps even initiated further research on your own.</td>
</tr>
<tr>
<td>• The posting has a clear purpose: to inform, persuade, or raise an interesting question. It may also provoke conversation or offer an opposing view.</td>
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<tr>
<td>• When appropriate, the posting refers to outside sources.</td>
</tr>
<tr>
<td>• The post meets the <strong>minimum word requirement of at least 200 words</strong> and there is no proofing or spelling errors.</td>
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<tr>
<td>• Post is made <strong>early</strong> in the assignment period showing initiative and giving fellow classmates time to reply.</td>
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<tr>
<td><strong>Replies</strong></td>
</tr>
<tr>
<td>• Replies to classmates are substantive and thoughtful.</td>
</tr>
<tr>
<td>• The reply moves the conversation forward and/or supports the group cohesiveness.</td>
</tr>
<tr>
<td>• Replies are made over several days rather than all crammed into the due dates.</td>
</tr>
<tr>
<td>• Meets word requirement of at least <strong>75 words (that’s the bare minimum).</strong></td>
</tr>
<tr>
<td>• Posts the minimum of three times (initial and two replies) on three separate days.</td>
</tr>
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EXAMS

1. There are five exams each worth 125 points. Only four (4) of the exams count towards your grade. See item #6 regarding no make-up exams.
2. With the exception of the final, exams will be posted by 6am Thursday and due Sunday 11:59pm. That’s completion time, not when you start, of course. Plan accordingly—especially the first exam!
3. Exams are timed and will bump you out when you reach the time limit.
4. All exams require Respondus Lockdown. Info is on eCampus in the Exam section and in the Tools section on your home page.
5. Exams require a good internet connection. Make sure you can access eCampus and download Respondus Lockdown on the computer you plan to use. Some offices and corporations have firewalls blocking systems like this. Plan ahead!
6. There are no make-up exams. No extensions will be granted. I have a liberal policy of dropping one of the five exams. Only four (4) exam scores will be computed for your grade. The score for all missed exams will be 0. The lowest of the five exam scores will be dropped (i.e., if you miss an exam, your 0 will be dropped). This includes the final. So if you are happy with your score on the first four exams, you do not have to take the final.
7. Read the tips in the exam section of eCampus for further info and tips to take exams online. There are also resources throughout eCampus (not just within my class).

ADDITIONAL INFORMATION

1. Assignments are due as scheduled on the detailed course schedule. All MindTap assignments cut off at 11:59 pm on the due date. Plan accordingly!
2. Other assignments will be penalized for being late—20% may be deducted. Pay attention to due dates—work is due weekly.
3. For written assignments please note requirements. Assignments are to be typed and lines double spaced. In the body of your assignment, left and right margins are to be 1 inch. Top and bottom margins at 0.7 inch. Make the font Times New Roman, 12 point.
4. You will also be graded on spelling and grammar. Please use your spell checker and proofread well.

INSTITUTIONAL POLICIES

Institutional Policies relating to this course can be accessed from the following link: www.richlandcollege.edu/syllabipolicies

ONE LAST THING BEFORE THE COURSE SCHEDULE

I miss the interaction of face-to-face on-campus courses when I teach online. Therefore, to be more connected, I would like you to add a photo to your profile, if you have not done this already. Click on the generic avatar to the left of your name and set up your profile. Here’s a video: Set up your profile
**COURSE SCHEDULE FALL 2018 RLC**  
**BIOL-1322-83432 | Nutrition and Diet Therapy (Principles of Nutrition)**  
**Last date to withdraw:** With a “W” May 3

**THIS IS A VERY AMBITIOUS SCHEDULE – WE ARE ONLY AN 8-WEEK CLASS**  
*I’VE GIVEN YOU MORE TO DO EARLY AND EASED UP THE WORK AT THE END OF THE SEMESTER.*

<table>
<thead>
<tr>
<th>Date/Week</th>
<th>Topic</th>
<th>Chapter</th>
<th>Assignments and Due Dates</th>
<th>Exams</th>
</tr>
</thead>
</table>
| Mar 25 - 31  
Week 1 | • Intro to Course/MindTap, Overview of Nutrition, Nutrition Information and Misinformation  
• Planning a Healthy Diet  
• Digestion, Absorption, & Transport | 1 & Highlight 2 3 | DUE SUN, MARCH 31, 11:59pm  
• Discussion Board 1: Introduce yourself (50 pts)*  
• Chap 1 – MT Debunk the Junk: CLAIM Method (4 pts)  
• Chap 1 – MT Case Study: Reducing Disease Risk (8 pts)  
• Chap 2 – MT Debunk the Junk: Claims on Food Labels (8 pts)  
• Chap 3 – MT Post Learning Assessment (15 pts) | |
| Apr 1 - 7  
Week 2 | • Carbohydrates: Sugar, Starches, Fiber  
• Lipids (Fats): Triglycerides, Phospholipids, Sterols  
• Protein: Amino Acids | 4 5 6 | DUE SUN, APRIL 7, 11:59pm  
• Chap 4 – MT Pop-Up Tutor: Carb Overview (15 pts)  
• Chap 5 – MT Post Learning Assessment (15 pts)  
• Chap 6 – MT Pop-Up Tutor Quiz: Protein Overview (15 pts) | EXAM 1:  
Chaps 1,2,3,4 & Highlight 1  
Available 6am Thur to 11:59pm Sun Apr 7 |
| Apr 8 – 14  
Week 3 | • Metabolism  
• Energy Balance & Body Comp  
• Weight Management | 7 8 9 | DUE SUN, APRIL 14, 11:59pm  
• Discussion Board 2 (50 pts)*  
• Diet & Wellness Plus Exercise in Mindtap – Chap 2** (20 pts)  
• Chap 7 – MT Pop-Up Tutor: Metabolism Overview (15 pts) | EXAM 2:  
Chaps 5,6,7  
Available 6am Thur to 11:59pm Sun, Apr 14 |
| Apr 15 – 21  
Week 4 | • Fitness: Physical Activity, Nutrients, & Body Adaptations  
• Diet & Health  
• Water Soluble Vitamins | 14 18 10 | DUE SUN, APRIL 21, 11:59pm  
• Discussion Board 3 (50 points)*  
• Chap 9 – MT A Closer Look: Understanding Fat Formation and Metabolism (7 pts)  
• Chap 14 – MT Debunk the Junk: Ripped Physique or Ripped Off? (7pts) | EXAM 3:  
Chaps 8,9,14,18  
Available 6am Thur to 11:59pm Sun, Apr 21 |
<table>
<thead>
<tr>
<th>Date Range</th>
<th>Topics</th>
<th>Due Dates</th>
<th>Exam Dates</th>
</tr>
</thead>
</table>
| Apr 22 – 28      | • Fat Soluble Vitamins
• Water & the Major Minerals
• Trace Minerals          | Apr 28, 11:59pm              | EXAM 4: Chaps 10,11,12,13 Available 6am Thur to 11:59pm Sun, Apr 28 |
| Week 5           |                                                                        |                               |                                                                           |
| Apr 29 – May 5   | • Life Cycle: Pregnancy & Lactation
• Life Cycle: Infancy, Childhood, & Adolescence
• Life Cycle: Adulthood & Later Years | May 5, 11:59pm               | DUE SUN, APR 28, 11:59pm
• Diet Analysis – Part B Worksheet (35 points)
• Vitamin/Mineral assignment (60 pts) |
| Week 6           |                                                                        |                               |                                                                           |
| NOTE: LAST DAY TO WITHDRAW WITH A “W” May 3 |                                                                        |                               |                                                                           |
| May 6 – 12       | • Consumer Concerns about Foods & Water                                | May 12, 11:59pm              | DUE SUN, MAY 5, 11:59pm
• DIET ANALYSIS DUE! (150 pts**) |
| Week 7           |                                                                        |                               |                                                                           |
| May 13 – 16      | • FINAL EXAM – CHAPTER 19 AND COMPREHENSIVE                             |                               | FINAL: Chap 19 & Comprehensive Available 6am Tue to 11:59pm Thu May 16 |
| Week 8           |                                                                        |                               |                                                                           |

* Remember, to receive full 50-point credit, the latest to make your initial (first) post is Friday. Make your follow-up posts Saturday and Sunday. If you make all posts on the last day Sunday, max you’ll receive is 30 points—but better than zero!*

**There are components of the Diet Analysis assignment due earlier in the semester.**

The above Course Schedule is available as a standalone document for easy access and review under the Syllabus tab in eCampus. I recommend you print it and keep handy for reference.

Students are 100% responsible for access to a working computer and reliable internet. A non-working computer or other related excuse will not excuse you from course content requirements or deadlines.

Access to only a mobile device or tablet (iPad, etc.) is NOT enough to succeed in this class.