

NORTH CENTRAL TEXAS COLLEGE

COURSE SYLLABUS

Course Title:	BIOL 1322 Nutrition and Diet Therapy				
Course Prefix & Number:	Biol 1322	Section Number:	680	Semester/Year:	SP 2021 – 1 st 8 Week
Semester Credit Hours:	3	Lecture Hours:	3	MW 7-9:50 Denton Campus 111	Hybrid

Course Description (NCTC Catalog):

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.

Course Prerequisite(s):

Required Course Materials and Technology:

- **Textbook** - Hard or electronic copy: *Contemporary Nutrition* 11th., Wardlaw - ISBN 9780078021374
- **Required Supplemental Text:** *In Defense of Food: An Eater's Manifesto*, Michael Pollan
- **Computer and Reliable Internet access.** Computer labs and internet access are available on campus.
- **An up-to-date internet browser.** See requirements: <https://community.canvaslms.com/docs/DOC-10720>
- **Hardware requirements:** A web-camera on your device for testing
- **Software requirements:** Respondus Lock Down Browser is required for taking all exams in this course. For more information <https://ecampushelpdesk.nctc.edu/hc/en-us/articles/203261940-Respondus-LDB-What-Students-Need-to-Know>
- Microsoft Office free download: <https://products.office.com/en-us/student/office-in-education>
- Google Docs for collaboration with classmates: <https://www.google.com/docs/about/>
- For NCTC technical support, visit the eLearning page: <https://www.nctc.edu/elearning/index.html>
- For Canvas related issues: <https://ecampushelpdesk.nctc.edu/hc/en-us/categories/200109234-Students> ;
For general Canvas information: <https://community.canvaslms.com/docs/DOC-10721>

INSTRUCTOR INFORMATION

Name of Instructor:	Heather Krell, M.A.
Campus/Office Location:	Off campus
Telephone Number:	Google Voice – 940-536-3745
E-mail Address:	hkrell@nctc.edu or Canvas message – allow 24 hours to respond weekdays/48 weekend

OFFICE HOURS

Monday	Tuesday	Wednesday	Thursday	Friday
Online office hours will be scheduled in Webex. Click the Cisco Webex link in Canvas to view and sign-up for available appointment times. You may schedule a time to meet between 8 am to 5pm M-F.				

STUDENT LEARNING OUTCOMES From Academic Course Guide Manual/Workforce Education Course Manual/NCTC Catalog

At the successful completion of this course the student will be able to:

Lecture Learning Outcomes

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.

<p>3. Discuss functions, sources, deficiencies, and toxicities of macro- and micronutrients, including carbohydrates, lipids, proteins, water, vitamins, and minerals.</p> <p>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.</p> <p>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.</p> <p>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.</p>

COURSE SUBJECT OUTLINE (For Assignments, Due Dates, and Grading) See the tentative course schedule in CANVAS.

GRADING CRITERIA

<i>Frequency</i>	<i>Graded Course Elements</i>	<i>Percentage or Point Values</i>
Weekly	Module assignments – consisting of quizzes over assigned readings, individual and group assignments and discussion board postings *The 2 lowest grades will be dropped.	40%
4 Unit 1 Final	4 Lecture Exams and 1 Comprehensive Final– consisting of multiple choice and short answer/essay questions. *The lowest of all 5 exam grades will be dropped. No make-up exams will be offered.	50%
Semester	Research Project – Individually researched topic in presentation form.	10%
Total		100%

GRADING SCALE: 89.5 – 100% = A, 79.5 - 89% = B, 69.5 - 79% = C, 59.5 – 69% = D, Below 59.5% = F

EXAMS: All exams will be administered in Canvas using Lockdown Browser and a web-camera. As noted previously, the lowest exam grade will be dropped and for this reason, **make-up exams will not be offered for any reason except for approved college sponsored activities.** **Final Exams for the 1st 8-week session will take place during: March 11-13**

Any student caught cheating during an exam will be given a zero. Any unauthorized use of electronic devices and other materials during exams will be considered cheating. Please take care of restroom needs PRIOR to the start of any exam; you will not be allowed to leave the room during the exam for any reason unless it has been submitted. Students are responsible for knowing exam and NCTC testing center policies.

COURSE STRUCTURE: The lecture material for this course will be conducted entirely online. Weekly participation is required, and assignments cannot be made up, therefore please make sure your schedule is clear and that you have uninterrupted access to the internet to complete your assignments.

COURSE COMMUNICATION: Announcements will be posted in Canvas weekly or as needed. You can subscribe/unsubscribe to these at any time, but it is your responsibility to check these on a regular basis. You may contact me using Canvas message, email, or via Google voice number. Please allow 24 hours for a response Monday – Thursday and 48 hours Friday -Sunday.

QUESTIONS: It is normal to have questions about things that relate to the course, such as clarification about assignments, course materials, or assessments. I have discussion boards setup specifically to address Frequently Asked Questions. Rather than emailing questions to me individually about general course topics, I encourage you to post your questions under one of the FAQ discussion board topics. If you have questions that are personal in nature, please email or message me privately.

LEARNING TEAMS/DISCUSSION BOARD GROUPS: You will be assigned to a learning team and discussion board group during the first week of class, which you will work with for the duration of the semester. Teamwork will may include group assignments/short projects and you are expected to participate.

PARTICIPATION: Students are expected to participate by completing chapter readings and outlines, watching assigned videos in Canvas, engaging in discussion boards, completing unit assignments, and weekly check-in surveys. The required textbook is a valuable resource of information and students will be expected to keep up with its reading. Grades will be taken in the form of quizzes, exams, discussion participation, other unit assignments. Students are expected to take responsibility for their own learning.

ATTENDANCE POLICY: Regular and punctual attendance is expected of all students in all classes for which they have registered. Approved college sponsored activities are the only absences for which a student should not be held liable and only when provided by a college official ahead of the absence.

Attendance will be recorded via weekly check-in forms/announcements posted in each unit. Students will be dropped from a class by the Registrar upon recommendation of the instructor who feels the student has been justifiably absent or tardy a sufficient number of times to preclude meeting the course's objectives. Persistent, unjustified absences from classes or laboratories will be considered sufficient cause for College officials to drop a student from the rolls of the College. From Board Policy FC (LOCAL)

Last day to Withdraw for the Spring 1st 8-Week 2021 semester with a "W" is February 22nd, 2021

For other important dates visit: <http://www.nctc.edu/documents/academics/academic-calendar-2020-2021.pdf>

If a student cannot complete all the requirements of this course due to illness or some unavoidable conflict, they must request in writing a grade of "I" (incomplete) in order to be allowed to finish the requirements at a later date. When the instructor receives the request, he/she must reply in writing to the request, explaining why the grade of "I" will or will not be assigned.

DISABILITY SERVICES - THE OFFICE FOR STUDENTS WITH DISABILITIES (OSD): provides support services for students with disabilities, students enrolled in technical areas of study, and students who are classified as special populations (i.e. single parents). Support services for students with disabilities might include appropriate and reasonable accommodations, or they may be in the form of personal counseling, academic counseling, career counseling, etc. Furthermore, OSD Counselors work with students to encourage self-advocacy and promote empowerment. The Counselors also provides resource information, disability-related information, and adaptive technology for students who qualify.

If you feel you have needs for services that the institution provides, please reach out to either Wayne Smith (940) 498-6207 or Yvonne Sandman (940) 668-3300. Alternative students may stop by Room 170 in Corinth or Room 111 in Gainesville. For more information, visit the NCTC Office for Students with Disabilities:

<https://www.nctc.edu/catalog/student-services/office-students-with-disabilities.html>

CORE CURRICULUM FOUNDATIONAL COMPONENT AREA (For classes in the Core)

- Communication
- Mathematics
- Life and Physical Science
- Language, Philosophy & Culture
- Creative Arts
- American History
- Government/Political Science
- Social and Behavioral Sciences
- Component Area Option

REQUIRED CORE OBJECTIVES

- Critical Thinking
- Communication
- Empirical and Quantitative
- Teamwork
- Personal Responsibility
- Social Responsibility

COURSE TYPE

- Academic General Education Course (from ACGM but not in NCTC Core)
- Academic NCTC Core Curriculum Course
- WECM Course

STUDENT HANDBOOK: Students are expected to follow all rules and regulations found in the student handbook and published online.

ACADEMIC DISHONESTY: Scholastic dishonesty shall include, but is not limited to cheating, plagiarism, academic falsification, intellectual property dishonesty, academic dishonesty facilitation and collusion. Faculty members may document and bring charges against a student who is engaged in or is suspected to be engaged in academic dishonesty. You are not to give any person (which includes parents, spouses, friends, etc.) access to your Canvas account at any time during the semester. If you do, you are putting the integrity of the coursework completed in question. See Student Handbook, “Student Rights & Responsibilities: Student Conduct ([FLB(LOCAL)]”.

Consequences for academic dishonesty may include:

- 1) Any student who cheats on any course materials (exams, assignments, quizzes) will immediately receive a zero for the assignment
- 2) Academic Dishonesty papers filed with the Dean and VP of Instruction

QUESTIONS, CONCERNS, or COMPLAINTS - please contact your instructor first to resolve any issues that arise during the course.

Name of Chair/Coordinator:	Dr. Lisa Bellows
Office Location:	Gainesville Science Building Office 408
Telephone Number:	940-668-4252
E-mail Address:	lbellows@nctc.edu

Syllabi Statements Spring 2021 - COVID-19 Specific

Conversion of Onsite Classes to Online/Remote Format: North Central Texas College students should be aware that in the event of a college closure due to COVID-19, onsite classes will be converted to an online/remote format. Students should plan ahead to ensure they have access to the computer equipment (either PC, MAC, or tablet), webcam, and internet connectivity to continue their classes in an online/remote format. Please read all your official North Central Texas College student emails as the transition from onsite to online/remote might require a reorganization in your personal situation. Students will be granted a 72-hour transition and grace period. Online classes will continue as scheduled without disruption. Wear a mask, stay safe, and contact your Instructor as the situation arises. These policies and procedures were updated on July 30, 2020 and are subject to change as conditions change.

Face Coverings: Per the North Central Texas College guidance on face coverings on campus, in the instructional setting, faculty and students must wear face coverings, such as masks or face shields. Students without coverings, or those who do not comply with the rules relating to face coverings, will not be able to participate in on-campus classroom activities. To request an exception to this requirement, students should contact the NCTC HR Office of Enrollment Management (ccove@nctc.edu). Failure to comply with the face coverings requirement may result in the Instructor directing the student to leave the classroom. Any student asked to leave the classroom may be referred to the student conduct officer. These policies and procedures were updated on July 30, 2020 and are subject to change.

Temporary COVID-19 Attendance Policy for Face-to-Face Meetings: We are facing an unprecedented situation in which all of us must be flexible and make prudent decisions in the best interest of our families, our campus, and our community. In light of this, North Central Texas College is temporarily establishing the requirement that faculty keep records of student attendance for face-to-face course meetings as well as a documented seating chart. In addition, students who are sick or need to quarantine should not attend classes. Students will not be required to provide formal documentation from a health care provider and will not be penalized for COVID-19 related absences when proper notification to campus health officials is made in accordance with the guidelines stated below.

Faculty will:

- Notify students about important course information and delivery changes through Canvas and campus email.

Students should:

- Provide notification to campus officials (via NCTC Daily Health Check protocol through Canvas) if they have tested positive for COVID-19 or have to quarantine so we can confirm reported absence with instructors, monitor, and assist the campus community.

- Notify instructors in advance of the absence.
- Connect with that class through Webex if the class session is being transmitted in a hybrid fashion.
- Keep up with and/or make up missed classwork or assignments.
- Submit assignments digitally through Canvas or other means as announced by your instructor.
- Work with their instructors to reschedule exams, labs, and other critical academic activities described in the course syllabus.
- Check Canvas and campus email daily to receive important announcements pertaining to the course.

During the spring 2021 semester, faculty with face-to-face meetings will establish assigned seating/work stations to facilitate roll-taking, and, if necessary, contact tracing. Additionally, we ask all members of the College community to be attentive to their health, and safeguard others, by following the CDC's guideline to "stay home when you are sick." You should stay home if you have symptoms. More information on what to do if you are sick is available at the CDC's website.

Additional NCTC information is available at <http://www.nctc.edu/coronavirus/index.html>

Student Services

Student Success Center

The Student Success Center is designed to help all students at NCTC develop tools to achieve their academic goals. The center links students to FREE tutoring, including a Writing Center, a Math Lab, and free online tutoring. The program helps students acclimate to college by providing free interactive online workshops. For more information, please visit your nearest Student Success Center.

Student Success offers academic coaching, tutoring, including a Writing Center, and a Math Lab to assist new students acclimate to college by providing computer lab services for prospective students. <http://www.nctc.edu/student-services/student-success/tutoring/index.html>

First generation students can also participate in TRIO which offers specialized services. <http://www.nctc.edu/student-services/trio-student-support-services.html>

Completion Center

The NCTC Completion Center is a comprehensive student engagement program that increases retention and completion rates of first-time, low income students. Services include:

Success coaching to address students' academic and non-academic challenges and issues; Success Seminars, and a centralized career readiness and job placement program.

<http://www.nctc.edu/student-services/completion-center/index.html>

Career Services Center

The NCTC Career Services Center is the place you can go for educational and career planning. Services include: Career/Degree Exploration, Job Search Tools and Resources, Resume and Professional Portfolio Development, Interview Skills and Preparation. Our Career Advisors partner with you in making your educational journey an efficient process towards a rewarding career. <http://www.nctc.edu/career-services/index.html>

Counseling and Advising

Support Services, Counseling and Advising staff offer a variety of services to current and prospective students, such as College 101, placement testing, academic advising and course registration, transfer assistance, and College Success seminars (Time Management, Study Skills, Test Anxiety, Choosing a Major, Learning Style Strategies, Career Exploration) and much more. <http://www.nctc.edu/counseling-advising/index.html>

Testing Service Center

The mission of NCTC Testing Services is to provide high-quality testing services that adhere to the professional standards and guidelines to meet the needs of students, faculty, and community members. <http://www.nctc.edu/testing-center/index.html>

Early Alert and CARES

The NCTC Early Alert program assists students who are at risk of failing or withdrawing from a course. Faculty and staff may refer students through the Early Alert process at any point in the semester in an effort to provide appropriate intervention and access to support services. Examples of behaviors that could prompt an Early Alert referral could be missing assignments, failing tests, excessive absences, or personal circumstances impacting academic performance. A student submitted as an Early Alert will be contacted by an [academic advisor or success coach](#) through text, phone, and/or via their NCTC e-mail address to discuss any current challenges as well as helpful resources and success strategies—we want our students to finish strong and know that education is a partnership!

The [NCTC CARES \(Campus Assessment Response Evaluation Services\) Team](#) is concerned not only about our students' academic success, but also their emotional and physical well-being. The CARES Team promotes a safe learning environment for students, faculty, and staff and is committed to taking a proactive approach in helping our students succeed by addressing the mental, emotional or psychological health and safety of the NCTC community. As a student, you have the ability to report concerning behavior which could impact your own safety or the safety of another NCTC student, such as stalking, harassment, physical or emotional abuse, violent or threatening behavior, or self-harm. Visit the NCTC CARES site to also locate campus and community resources, or email counseling@nctc.edu to get in touch with a member of the CARES Team directly. As always, if you feel there is an immediate threat to your own safety or welfare (or to another student), please call 911 immediately.

Financial Aid

Financial Aid offers financial resources for students that qualify, visit the financial aid offices for more information. <http://www.nctc.edu/financial-aid/index.html>

Student Success

At NCTC, student success is progress towards collegiate goals, reached in an affordable and timely manner, under professional guidance, empowering students to serve skillfully in their chosen role within their community

Equity

NCTC defines equity as encompassing the practice of acknowledging individual differences and systemic disparities when developing new programs and resources for our campus community, which may sometimes challenge our own beliefs and assumptions, in order to ensure balanced educational opportunities toward completion.

Affinity Groups

Staff and faculty representing the Employee Resource Groups (ERG's), along with academic advisors, counselors and success coaches, serve as mentors for NCTC's student-centered Affinity Groups.

An Affinity Group is a population of students who have specific needs, barriers or systems they are needing to navigate not only within college, but within life. Providing mentorship, support and resources for identified Affinity Groups such as Black/African American students, veterans and active military, single parents, students with disabilities, adult learners, Latinx, LGBTQ+ and students who have experienced foster care and/or homelessness, enables us to make more impactful, meaningful connections with students who are in dire need of equity and understanding.