

## **Syllabus**

### **Welcome**

Welcome to Nutrition: Normal and Therapeutic. This is a three credit undergraduate course that is being offered on the World Wide Web for college credit, or on an audit basis by Jackson College, in Jackson Michigan.

### **Course Description**

Basic nutritional concepts presented with emphasis on application to patient care. Selected nutritional disorders and fundamentals of diet therapy are included.

The course will begin May 27<sup>th</sup>, 2014 and end August 17<sup>th</sup>, 2014. This course is offered three times per year in the Fall, Winter, and Spring Semesters.

### **Faculty Information**

#### **Professor**

**Marina Martinez-Kratz MS, RN, CNE**

#### **Professor of Nursing**

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#### **Course Authors**

**Betty Ackley RN, MSN, EdS**

**Professor Emeritus**

**Jackson College**

**Marina Martinez-Kratz MS, RN, CNE**

**Professor of Nursing**

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### **Instructional Methods**

- **List of defined objectives**
- **Reading assignments in the required text**
- **Links to nutritional sites on the World Wide Web**
- **Explanations and graphics to explain course material**
- **Groupwork - critical thinking exercises to be done with a defined number of classmates**
- **Discussions via forum discussion board**
- **Quizzes on Line**

## ASSOCIATE DEGREE OUTCOMES

This class will contribute to the development of the following skills and abilities in the successful student:

**ADO 4 Scientific Reasoning Developing Level.**

### Required Text

Lutz, Carroll A. and Przytulski, Karen R.. *Williams Basic Nutrition and Diet Therapy: Evidence Based Applications* , 5<sup>th</sup> Ed. F. A. Davis. 2011.

ISBN # 978-0-8036-2202-9

### Optional Text

Netzer, Corrine. *Complete Book Of Food Counts* , 9th Ed. Bantam Books. 2011. ISBN # 978-0-440-24561-2

Both texts can be obtained by utilizing an on line bookstore such as <http://Amazon.com> . Both texts can be ordered by most bookstores using the ISBN number given above.

### Goals for Nutrition: Normal and Therapeutic

	1. Identify the components of a healthy diet.
	2. Evaluate dietary intake patterns compared to established standards utilizing an approved site on the Internet.
	3. Explain the changes in diet necessitated by physiological changes in pregnant women, and the appropriate diets for infants, children, adolescents and the elderly.
	4. Identify dietary modifications which can prevent or relieve disease processes.
	5. Complete a Dietary Analysis Project that details dietary interventions and includes appropriate grammar and spelling, APA formatting, and utilizes academic literature from the academic databases to obtain correct and scholarly reference information.

### Course Requirements

○	<b>Groupwork - weekly critical thinking exercises</b>
○	<b>Discussion weekly on nutrition topics</b>
○	<b>Quizzes weekly</b>

○	Diet Analysis Project, completed with sections that include dietary assessment, dietary analysis, and dietary interventions using scholarly sources. Due 7/18/14.
○	Final test that is proctored in an academic setting by a faculty approved proctor. Test open 8/09/14 - 8/15/14.
○	Submission of course contract by June 10 <sup>th</sup> , 2014

There is a course contract that must be signed and submitted to your faculty by June 10<sup>th</sup>, 2014 or you will be dropped from the course.

You will have 4 things to do each week. The work will be due on Monday nights by 11:55 pm. The work includes:

1. Read and complete the Module Lesson for the week. Be sure to do the Learning [Activities](#), even though they take time. Determine the answers to the objectives and use them to take the quiz and also study for the final test. Do not send any of the learning [activities](#) to your instructor as they are not graded. Please note that some weeks have more than one module or quiz due- ie...weeks 2, 4, 6, and 11.

2. Take part in the Forum Discussion each week, after completing the module lesson, sharing information learned in the lesson, the text, or from websites of interest. There will be a list of 1-2 questions each week In the FORUM DISCUSSION , and students can choose which questions to respond to. Please do the reading, or go to the designated links on the web first, before entering the discussion. After 2-3 people have begun the discussion, please respond to what they have said. This will be an asynchronous discussion; students may enter input whenever desired, as long as it is within the designated time frame. To receive four points for discussion, *you must enter two "discussions" per Forum Discussion (ie.. make 2 separate posts), at least one should be a discussion based on reading.* Participation in forum discussion should include responses to each other's discussion, your thoughts about the topics, and your response to the reading or to other references. No points will be given for "yes", "no", or "I agree" responses. Points will be given for forum discussion as indicated in the grading section of this syllabus.

3. Complete the designated Groupwork each week. You will be choosing your group members the first week, utilizing information learned in the first discussion. Please rotate leadership of the group each week. Each member of the group is to work out what they think are the correct answers, and then work within the group to come to consensus as to what the correct answers are.

**Duties of the Group Leader (Note: this duty rotates every week)**

○	Contact each member of the group via email or the phone.
○	Designate a chat time when all group members can be on line based on group input. Hopefully this chat time will stay the same from week to week. If this is not possible, email or the phone can be used to communicate.

○	<b>During the chat time, help organize the group to come up with one answer for each question on the group exercise</b>
○	<b>If one person can not participate at the designated time, allow them to post their proposed answers when they can. Evaluate whether the answer should change based on the proposed answers.</b>
○	<b>The leader will then send the answers by the course email system by the due date indicated, including the names of group members who participated. Please also "cc" the members of the group so they know the answers have been sent for the week. E-mail attachments will not be accepted so please put your work into the body of an e-mail message.</b>
	<b>Leadership of the group should be rotated week to week so everybody gets the opportunity and the responsibility. Please set up a schedule at your first meeting.</b>

The group of students will receive one grade based on their group work. We recognize that group work can lead to frustration, but learning to work with other people is a valuable experience. For unsolvable problems doing group work, the group leader should consult with the faculty member via e-mail as soon as possible .

4. Take the Weekly Quiz. In order to do well on the quiz please always read the weeks Module first and do the learning [activities](#). Please make sure you have a secure connection before taking the actual quiz. Quizzes are set up with 2 attempts possible. This is done in case of technical difficulties. There will be no instructor resets and the quizzes are closed after the due dates. Quizzes are graded by the last attempt taken so if your second attempt is a lower score then this is the grade that will be recorded. Each quiz will be due on Monday by 11:55 pm. After the quiz due date, you will be able to review your quiz. This can be done by clicking on a quiz under "Quizzes" and then click on either the quiz attempt # or else your score to see the quiz results, including both the correct answer and the answer given.

#### Important Grade Policy Information

A 2.0 or "C" is a passing grade. Only courses with passing grades of a 2.0 or higher will count towards graduation. Other colleges will transfer in only courses with passing grades. Many financial aid sources and most employers, require passing grades to maintain financial aid eligibility and for reimbursement purposes. In addition, earning a grade of less than a 2.0 in a class will result in not being able to participate in the next level of courses in a discipline which requires this course as a pre-requisite. If you attempt to register for the next course sequence and have not passed the pre-requisite course, you will be dropped from that class.

# NURSING DEPARTMENT ACADEMIC HONESTY POLICY

Honesty and integrity are essential qualities in the profession of nursing. Any student found to be cheating on an exam, quiz, or other assessment will receive a maximum grade of 1.5 in the course.

Cheating can take on many forms. These may include but are not limited to:

- bringing an answer source to the testing site.
- copying from another student's test.
- changing an answer after a test has been submitted.
- sharing information about a test with someone who has not yet taken it.

Note: Quizzes are to be done individually - do *not* share answers with others in person, through e-mail or on the phone. Sharing answers is considered cheating and will be treated as such.

Plagiarism is another form of cheating. This may involve but is not limited to:

- submitting a paper written by someone else (obtained from the web or a fellow student).
- using direct quotes from any source without crediting the source.

Not everything is cheating. Some examples of acceptable practices include:

- studying together prior to an exam.
- sharing notes from class.
- using quotes in papers and referencing them appropriately.

If you are unsure if a practice might be considered cheating, please check with an instructor and/or do not engage in that practice. Please remember that failing a course may mean permanent dismissal from the program.

*THE BEST POLICY IS ALWAYS HONESTY AND INTEGRITY.*

### **How This Course Will Work**

This course is offered completely on line, including the final exam which is computerized and proctored. Dues dates are detailed in the Assignment Schedule which should be used to guide submission of weekly work, the DA project, and the final exam.

### **Required Project**

In addition to the 4 things you have to do each week, you will also need to complete a Midterm Diet Analysis Project which is explained in the documents titled "Getting Started on Your Dietary Analysis" and "DA Grading Guidelines and Sample". The Midterm Dietary Analysis Project is worth 130 points or 25% of your grade. This project is due July 18<sup>th</sup>, 2014. **Students who do not submit the DA project by the March 18<sup>th</sup>, 2014 due date will be dropped from the course.**

### **Final Exam**

The final exam is computerized and password protected. The exam is proctored by a faculty approved proctor. Your proctor information is due to me by Tuesday April 1<sup>st</sup>. Proctoring is offered at no cost through the Testing Center on main campus or at [JCC@LISD](mailto:JCC@LISD) in Lenawee county. The exam is open and available for testing 8/9/14 - 8/15/14.

### **Contacting Your Instructor**

You should contact your faculty member as needed for clarification or questions. I want this experience to go well for you. Please email your instructor when needed, utilizing the course email system. You can e-mail me through the course e-mail system. Email messages will be returned within 48 hours if possible. I am off the system over weekends and holidays. I will respond to e-mails sent late Friday and over the week-end on Monday. If I will be unavailable for a period of time, you will be notified. If you can't reach me by E-mail at [martinemarinar@jccmi.edu](mailto:martinemarinar@jccmi.edu), my office number is (517) 796-8556. I am rarely in my office so again E-mail is the best way to reach me. My fax number is 517-768-7023.

When sending an email message to your instructor, please include *your name and the name of any fellow students relevant (especially when sending in groupwork -no name no credit) in the body of the email so that when the instructor addresses the message, she will know who it came from and give you the credit you deserve!!* There are multiple computer viruses, worms, spyware and malware that can be transmitted by attached files so attached files will not be accepted for weekly groupwork, but I do accept attachments for your DA project.

I hope you will enjoy this course.

I want you to be successful and will be with you every step of the way!!!!

Marina Martinez-Klatz