



Houston Community College Distance Education

## Biology

**Biology 1322-Basic Nutrition**

**2<sup>nd</sup> Start Spring 2016**

Distance Education Class Instruction Online

**Instructor: Dr. DaeJan Grigsby, DC, JD, LLM**

**Contact Information: Through the Professor's Announcements link**

**In the Moodle/Eagle Online 2.0 system via Quickmail**

**Phone: (713) 718-7149**

**Office location and hours: HCC SouthEast campus FM 210; Wed 2:30pm – 4pm & evenings by appointment**

**Course Description:** This is a course in human nutrition. Nutrients needed for good health are identified along with good sources of these nutrients. Nutritional needs are considered for all stages of the lifespan, along with weight management and food safety.

**Prerequisites:** There are no prerequisites for this course; however, anatomy and physiology is helpful to students studying the human nutrition.

**Course Goal:** The goal of this course is to prepare students for careers that involve knowledge of nutrition and health of the human body and to help students to be able to choose healthy eating strategies for themselves and their families.

### ***STUDENT LEARNING OUTCOMES:***

**The students will be able to:**

1. Identify the nutrients needed by the human body.
2. Use nutritional strategies to prepare healthful meals.
3. Describe the consequence of nutritional deficiencies.
4. Use food labels to choose healthy foods.
5. Determine the number of calories that are needed to maintain a healthy weight.
6. Use the food "My Pyramid" web site to follow progress towards more healthy eating.

### ***LEARNING OBJECTIVES:***

**Students will:**

1. Identify the nutrients needed for good health.
2. Determine good sources of these nutrients.
3. Learn how to use food labels.
4. Identify nutritional deficiencies.
5. Learn how nutritional needs change during the lifespan.
6. Identify a healthy weight and factors that determine body size and shape.
7. Learn how physical activity affects the risk for chronic disease and weight control.
8. Determine the sources of food contamination and identify safe food handling practices.

**Course Credit: 3 hours**

**TEXTBOOK: NUTRITION YOUR LIFE SCIENCE; AUTHORS: Jennifer Turley and Joan Thompson; PUBLISHER: Wadsworth Cengage Learning.**

*\*\*Textbook may be obtained at Central & SE-Bookstores.*

### **COURSE SCHEDULE:**

A Calendar/Schedule for the course will be posted/announced for you to follow throughout the duration of the course.

Please NOTE: The course is organized into Modules, which track your chapters. **You will test at the end of** learning the material from **each Module**. HOWEVER, you will largely be afforded **your own pace** as follows: Your modules/information will be opened for a prescribed duration of time (approx. 1 week to 10 days at a time); the Module Exams will be opened during the same time frame. This means that you can take the Exam at any point during that opening, whenever you feel comfortable with the material. The Exams are timed (giving you 2-3 minutes per question), and you only get **1 chance to take** the exams. It is your responsibility to check the calendar, review the online information/**announcements**, and note any testing and schedule updates.

### **GRADE COMPUTATION:**

Course Grades will be based on percentages of points **earned by the student**, as follows:

- **7 Module Exam** grades, worth 100 points each will constitute **60%** of the students' grades.
  - Students MUST take **all** module exams – **they are all mandatory**. If an exam is missed, the student will receive a zero that will be included in the average.
- **10%** of the grade will be based upon student completion of **Quizzes &/OR Case Studies** sprinkled throughout the Course Modules.
- **20%** of the grade will be earned by participation in posted **Activities and/or Homework** – some of this will be GROUP work.
- **10%** of the grade will be determined by performance on the **Comprehensive Final**.
  - The HCC Science Discipline requires a System-wide Comprehensive Final for each science course. **You are required to take it in-person during the weekend of May 6<sup>th</sup> through 8<sup>th</sup>.** When the Testing Centers schedules the Comp Final locations, I will notify you via announcement/email.

Some of the Modules have all of the items listed above; some do not. Whatever is posted for each is what you will be asked to complete. Do not worry if it is not the same for each Module.

	A = 90 – 100%	D = 60 – 69.5%
SCALE:	B = 80 – 89.5%	F = Below 60%
	C = 70 – 79.5%	

*If you find you are not mastering the material and skills, you are encouraged to reflect on how and to what extent you study and prepare for each class.*

### **ONLINE EXAM POLICIES:**

***If you are unfamiliar with the workings of Eagle Online/Moodle, please take the tutorials and PRACTICE with the system before your 1<sup>st</sup> exam, at which point it will be too late!!!***

The course exams, quizzes, case studies, and HW are conducted on-line via personal computer or at any HCCS Computer Laboratory within a specified time frame. Please allow adequate time to complete your exams and assignments, and to resolve any unanticipated personal computer or networking problems. Any exam that is not completed on time will be considered a missed exam. Missed exams will be graded as zero, and there are no makeup exam opportunities for missed online exams.

If your personal computer has a history of technical or networking problems, it is highly recommended that you plan to use an HCCS Computer Laboratory to complete your online exam. Online courses require students that are capable of budgeting time efficiently and managing the exam time limit wisely.

Please note that **poor planning, personal computer or networking problems are unacceptable excuses for missed online exams**. In fairness to other students, any missed exams will be counted as 0 points, meaning that when computing your final grade, missed exam points (0 out of 100 available points) will be averaged into your other grades. A grade of zero will greatly jeopardize your final grade and may cause you to get an undesirable grade or fail the entire course.

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*To reiterate...*

PLEASE BE ADVISED THAT ALL STUDENTS WILL RECEIVE A GRADE OF ZERO FOR MISSED ONLINE EXAMS.

TECHNICAL PROBLEMS ARE NOT AN ACCEPTABLE EXCUSE FOR MISSED ONLINE EXAMS, QUIZZES, HW, OR CASE STUDIES.

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## **HCC POLICY STATEMENT: INTERNET OUTAGE POLICY**

- ✓ If your professor experiences an Internet service outage or a power outage that significantly affects the timing of distributing on-line assignments, or in any way appreciably hinders the professor in communicating with students, adjustments to due dates and/or grades will be made appropriately.
- ✓ If there is any official notification from HCCS concerning downtime of the BB Internet course server that would affect distributing assignments, or in any way appreciably hinders the professor in communicating with students, adjustments to due dates and/or grades will be made appropriately.
- ✓ This policy pertains only to the PROFESSOR'S Internet Service or to HCCS's Internet course servers, NOT THE STUDENTS' computers or Internet access.
- ✓ No one at HCCS can verify outages at student sites and **student access is not the responsibility of HCCS** or the professors. **Students are responsible** for making sure that they have continuous, reliable Internet access in order to complete this course.

## **COMMUNICATION:**

When you access the course, please **always check the Professor Announcements** forum link – the most up-to-date info will be posted there, and **you are responsible** for it. You are also responsible for all information that will come in the syllabus – to be posted on the home page of the course.

We will communicate using the Quickmail link found in the Eagle online classroom. Email inquiries will be checked and answered once daily; however, I do not check email on Holidays, Saturdays or Sundays – any emails generated on the weekend have no guarantee that they will be checked before Monday. It might be normal that I only answer emails once daily – please be patient. **ALSO – be sure to include on every email the Course CRN so that I know which roster you are a part of.**

Emails from this course will be sent to the email address you have on file in Peoplesoft. You are responsible for all communication sent to you from this course. Please be sure you know which email address the HCC system has on file for you, and update it if necessary.

A few matters of etiquette: Do not use the mass EO email for communication with other students for matters not pertaining to this class. **Be Courteous** in all communication! Your ability to enroll in any DE courses depends

upon such courtesy. Please be mindful of whom you include in your email “To” field, as it seems to have become common practice to include *everyone* on *every* email UNnecessarily. Please try to avoid this – be professional.

**Be sure the name you are using in Eagle Online is the same name in the HCCS PeopleSoft records – it is your responsibility to ensure you get the proper grade, and not someone else’s in the case of name confusion. (This is more common than you think.) Please check on this at your earliest possibility, and let me know if there are any changes I need to be aware of.**

**In addition, please use 1 name CONSISTENTLY in all of your correspondence & system sign-ins, and the name to use is the name the system has on file for you. Your HW, exams, etc., have a chance of not being attributed to you if you do not consistently use the name the system has on file for you. If you are not sure - it is the name that PeopleSoft has listed for you.**

If you choose to not complete the course, be sure to Withdraw by the applicable semester deadline – I do not add/drop/withdraw/or otherwise affect your registration status. If you do not complete the course, and do not withdraw yourself, you will receive an ‘F’ as your course grade. This is your responsibility.

### **SUCCESS TIPS:**

It is the student’s responsibility to:

- Participate in the class and complete learning activities
- Read and comprehend the textbook
- Complete the required assignments and exams:
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts and all assignments

To be successful in this class:

1. Read the text and use the resources provided online by publisher.
2. Study material after reading or computer exercises. Make pictures, lists, flow charts, flashcards – whatever works FOR YOU. Review the reading, notes, power-point lectures before tests.
3. Make connections between chapters such as concepts learned in one chapter with concepts covered in another chapter by flipping back and forth in the text as you study.

4. Review the course **objectives** and use them as a checklist before exams to ensure you have the skills that will be tested. Also, ask yourself the general question, *How* does this work? If you can explain processes, you know that you have the facts, vocabulary, details and overall understanding you need.
5. Review the previous week's material when you finish the assignment for that week – **don't forget that you have a Comprehensive IN-PERSON closed-book final during the weekend of May 6<sup>th</sup> through 8<sup>th</sup>!**
6. Keep up on everything, and don't get behind.

Develop a curious attitude. Read and learn all you can about the role of good nutrition in health. It will help you and your family to live a healthier, and possibly even longer, life.

→ **HCC has instituted an Early Alert process by which your professor may “alert” you and DE counselors** that you might fail a class because of excessive absences and/or poor academic performance.

→ **Students who require reasonable accommodations for documented disabilities must call the SE Disability Services Office at (713) 718-7218** to make necessary arrangements. Instructors are only authorized to provide accommodations requested by the Disability Support Services Office.

→ **Title IX of the Education Amendments of 1972** requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance. It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations.

### **RULES & REGULATIONS:**

**Adult behavior is expected in the lab and online in the virtual classroom.**

As with on-campus classes, all students in HCC Distance Education courses are required to follow all HCC Policies & Procedures, the Student Code of Conduct, the Student Handbook, and relevant sections of the Texas Education Code when interacting and communicating in a virtual classroom with faculty and fellow students. Students who violate these policies and guidelines will be subject to disciplinary action that could include denial of access to course-related email, discussion groups, and chat rooms or being removed from the class.

**Class attendance is mandated by the state.**

Students in DE courses must log in to their Eagle Online/Moodle class or they will be counted as absent. Just like in an on-campus class, your regular participation is required.

**DE STUDENTS WHO DO NOT LOG IN TO THEIR EAGLE ONLINE/MOODLE CLASS BEFORE THE FIRST FRIDAY OF RECORD WILL BE AUTOMATICALLY DROPPED FOR NON-ATTENDANCE. COMPLETING THE DE ONLINE ORIENTATION DOES NOT COUNT AS ATTENDANCE.**

**RESOURCES AVAILABLE TO YOU:**

- ✓ HCC provides FREE ONLINE TUTORING 24 hours/day in writing, math, science, and other subjects. HCC AskOnline Tutoring site: <http://hccs.askonline.net/>. Use your student ID or HCC e-mail address to create an account. Instructions, including a 5-minute video, are provided to make you familiar with the capabilities of this service. There will also be on-campus tutoring in the Tutoring Assistance Center (TAC), located in FM 203.
- ✓ As a DE student you have the same access to first-rate information resources that the HCC LIBRARIES make available to all HCC students. A special website pulls together all the tools DE students will need to get their research rolling. Visit Library Resources specifically for Distance Education students.
- ✓ DE students also have access to a set of Library **“BEGIN RESEARCH”** FAQ's and instructional modules designed to introduce our off-campus students to HCC's wide variety of library resources. The self-paced material and accompanying quizzes are estimated to take 2-5 hours to complete. Helpful tutorial links and tip sheets are included that address specific library resources.

In order to sign-up for the Library **“BEGIN RESEARCH”** material, students just need to go to::

[http://library.hccs.edu/begin\\_research](http://library.hccs.edu/begin_research)

Once a student has completed the material successfully by passing an Exit Quiz with a score of 70% or above, they will receive email notification and the DE instructor noted on the student's sign-up will be notified as well. It generally takes a student 3-4 hours to completely go through the material and complete the included quizzes.

***\*\*I OFTEN ASSIGN BONUS CREDIT FOR COMPLETING THIS LIBRARY  
“BEGIN RESEARCH” MATERIAL...***

- ✓ Re: Distance Education Services::

The Distance Education Student Handbook contains policies and procedures unique to the DE student. **Students should have reviewed the handbook as part of the mandatory orientation. It is the student's responsibility to be familiar with the handbook's contents.** The handbook contains valuable information, answers, and resources, such as DE contacts, policies and procedures (how to drop, attendance requirements, etc.), student services (ADA, financial aid, degree planning, etc.), course information, testing procedures, technical support, and academic calendars.

Refer to the DE Student Handbook by visiting this link: <http://de.hccs.edu/de/de-student-handbook>

### **HCC Policy Statements**

**Access Student Services Policies on their Web site:**

<http://hccs.edu/student-rights>

**Access CE Policies on their Web site:**

<http://hccs.edu/CE-student-guidelines>

*I hope that you enjoy our study of nutrition and  
that you become wise consumers, choosing healthy  
biological macromolecules!*

*Have a successful semester!*

