Proposal Form For Addition And Revision Of Courses

1. Proposing College / School: College of Human Sciences
   Department: Nutrition, Dietetics and Hospitality Management

2. Course Prefix and Number: NTRI 4090
   3. Effective Term: Fall 2013

4. Course Title: Professional Issues in Dietetics and Nutrition
   Abbreviated Title (30 characters or less): Professional Issues

5. Requested Action:
   - [ ] Renumber a Course
   - [ ] Add a Course
   - [ ] Revise a Course
     - Current Course Number:
     - Proposed Course Number:
     - Type of Revision: 
     - Coreq/Gradi

6. Course Credit:
<table>
<thead>
<tr>
<th>Contact/Group Hours</th>
<th>Scheduled Type (e.g.: Lab, Lecture, Practicum, Directed Study)</th>
<th>Weekly or Per Term</th>
<th>Credit Hours</th>
<th>Anticipated Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Hours</td>
<td>1 Lecture</td>
<td>1</td>
<td>50</td>
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</tbody>
</table>
   Total Credit Hours: 1

7. Grading Type:
   - [ ] Regular (ABCDF)
   - [ ] Satisfactory/Unsatisfactory (S/U)
   - [ ] Audit

8. Prerequisites/Corequisites:
   Use "P: " to indicate a prerequisite, "C:" to indicate a corequisite, and "P/C:" to indicate a prerequisite with concurrency.
   P: NTRI 2070. Senior Standing
   C: NTRI 5020

9. Restrictions: List specific restriction in space above.
   - [ ] College
   - [x] Major
   - [ ] Standing
   - [ ] Degree

10. Course Description:
   (20 Words or Less; exactly as it should appear in the Bulletin)
   Professional issues and trends affecting dietetics and nutrition practice; planning for professional advancement; includes externship. Fall

11. May Count Either: [ ] or [ ]
    (Indicate if this particular course cannot be counted for credit in addition to another)

12. Affected Program(s):
    (Respond "N/A" if not included in any program; attach memorandum if more space is required)
    | Program Type | Program Title                  | Requirement or Elective? |
    |--------------|--------------------------------|--------------------------|
    | Major        | BS in Dietetics                | Required                 |

13. Overlapping or Duplication of Other Units' Offerings:
    (If course is included in any other degree program, is used as an elective frequently by other unit(s), or is in an area similar to that covered by another college/school, attach correspondence with relevant unit)
    - [ ] Applicable
    - [x] Not Applicable
14. Justification:

The corequisite (NTRI 5020) is needed to ensure that students take the class during the fall semester in which they are applying for internships. Taking the class a year early is detrimental to the application process because the process and the student's situation changes by the time he/she is actually applying to internships. By making this class a corequisite with NTRI 5020, it is possible to keep students who have senior standing, because they transferred into the major with other hours for example, from taking the class prematurely.

Because one major goal of the course is to prepare students to be highly competitive for internship placement, they are allowed to resubmit assignments to improve grades. In light of this practice and the nature of the assignments, an S/U course grading system is thought to be more appropriate.

(Include a concise, yet adequate rationale for the addition/revision of the course, citing accreditation, assessments (faculty, graduate, and/or external) where applicable)

15. Resources:

Not applicable

(Indicate whether existing resources such as library materials, classroom/laboratory space, and faculty appointments are adequate to support the proposed addition/revision; if additional resources are required, indicate how such needs will be met, referencing the appropriate level of authorization -- i.e.: Dean -- where necessary; if no additional resources or shifting of resources will be necessary, respond "Not Applicable")

16. Student Learning Outcomes:

Students will gain experience (20 clock hours) under the supervision of a credentialed practitioner in a health care or similar setting.

Students will be able to evaluate characteristics of supervised practice programs (with an emphasis on dietetic internships), or graduate / professional education programs, or employment opportunities that are suited to their talents.

Students will be able to develop career-related documents to facilitate post-graduation employment.

Students will be able to assemble all components of an application, with an emphasis on supervised practice programs in dietetics.

Students will be able to identify and describe issues related to health care delivery, policy, and administration.

Students will be able to identify laws and regulations governing dietetic practice, nutrition, and health.

(State in measurable terms (reflective of course level) what students should be able to do when they have completed this course)

17. Course Content Outline:

<table>
<thead>
<tr>
<th>August</th>
<th>20 Course Introduction and Shadowing - Externship Assignment</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>27 Resumes</td>
</tr>
<tr>
<td>September</td>
<td>3 No class - University closed for Labor Day</td>
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<tr>
<td></td>
<td>10 Portfolios</td>
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<td>17 Cover Letters, Personal Statements and Recommendation Letters</td>
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<td>24 Becoming a Registered Dietitian</td>
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<td>Dietetic Internships - - DICAS ---- D &amp; D Digital</td>
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<tr>
<td>October</td>
<td>1, 8, 15, 22 Dietetic Internships - - DICAS ---- D &amp; D Digital</td>
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<td></td>
<td>22 Options in Nutrition and Dietetics and Code of Ethics</td>
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<td>29 Interviewing</td>
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<tr>
<td>November</td>
<td>5 Overview of health care - delivery, policy, and administration</td>
</tr>
<tr>
<td></td>
<td>12 Laws and regulations governing nutrition / dietetic practice</td>
</tr>
<tr>
<td></td>
<td>19 No class - University closed for Thanksgiving</td>
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<td></td>
<td>26 Course wrap-up</td>
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<td></td>
<td>Complete Post - Baccalaureate Information Form in class (required)</td>
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</tbody>
</table>
18. Assignments / Projects:

<table>
<thead>
<tr>
<th>Methods of Student Evaluation / Grading (175 total points)</th>
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<tbody>
<tr>
<td>Assignments (points)</td>
</tr>
<tr>
<td>Shadowing Verification and Report (25)</td>
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<tr>
<td>Professional Issues Paper (25)</td>
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<tr>
<td>Application Letter / Personal Statement (50)</td>
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<tr>
<td>Application Packet Assignment (50)</td>
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<tr>
<td>Portfolio Assignment (20)</td>
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<tr>
<td>Post-Baccalaureate Information (5)</td>
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<tr>
<td>Due Date*</td>
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<tr>
<td>November 28</td>
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<td>September 24</td>
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<td>October 8</td>
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<td>October 29</td>
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<td>November 12</td>
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<tr>
<td>November 26</td>
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</tbody>
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(List all quizzes, projects, reports, activities and other components of the course grade -- including a brief description of each assignment that clarifies its contribution to the course's learning objectives)

19. Rubric and Grading Scale:

- S - must earn greater than 133 points (over about 75% of the total points) to receive an "S"
- U - less than or equal to 133 points

(List all components of the course grade -- including attendance and/or participation if relevant -- with point totals for each; indicate point totals and ranges or percentages for grading scale; for S/U grading, detail performance expectations for a passing grade)

20. Justification for Graduate Credit:

(Include a brief statement explaining how the course meets graduate educational standards (i.e.: rigorous standards for evaluation, development of critical thinking and analytical skills, etc.))

(Included below are standard statements regarding course policies. If necessary, a statement may be altered to reflect the academic policies of individual faculty members and/or the academic unit or department, provided that there is no conflict with the Student Policy eHandbook, Faculty Handbook, or any existing university policy.)

POLICY STATEMENTS

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, travel for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please consult the Student Policy eHandbook for more information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g.: hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student notifies the instructor of the arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Student Policy eHandbook will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. To set up this meeting, please contact me by e-mail. If you have not established accommodations through the Office of Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 1229 Haley Center, 844-2098 (V/T).

(Provide a comprehensive, week-by-week breakdown of course content, including assignment due dates)
Approvals

Department Chair / Head

Date

College / School Curriculum Committee

Date

College / School Dean

Date

Dean of the Graduate School (for Graduate Courses)

Date

Assoc. Provost for Undergraduate Studies (for Undergraduate Courses)

Date

Contact Person: Sareen S. Gropper
E-Mail Address: groppss@auburn.edu

Telephone: 4-3271
Fax: 4-3268
NTRI 4090 Professional Issues in Dietetics and Nutrition
Syllabus Fall Semester, 2013

Bulletin Description (current): Professional issues and trends affecting dietetics and nutrition practice; planning for professional advancement; includes externship. Fall

Credit hour: 1

Instructor for Course: Dr. Sareen S. Gropper, RD, LD
Professor, and Director, Didactic Program in Dietetics
Instructor’s Office 101 E Poultry Science Bldg.
Instructor’s Office hours: Mondays, Tuesdays, and Thursdays 1:00 - 2:30 pm,
or by appointment
Instructor’s Contact Phone # and Email: 844-3271 and proppss@auburn.edu

Clock Hours for Course: 1

Schedule for Course: Mondays 4:00 - 4:45 am

Classroom for Course: Spidle Hall room 226

Course Prerequisites: NTRI 2070. Senior standing.
Course Corequisite (proposed): NTRI 5020

Objectives
a. Students will gain experience (20 clock hours) under the supervision of a credentialed practitioner in a health care or similar setting
b. Students will be able to evaluate characteristics of supervised practice programs (with an emphasis on dietetic internships), or graduate / professional education programs, or employment opportunities that are suited to their talents
c. Students will be able to develop career-related documents to facilitate post - graduation employment
d. Students will be able to assemble all components of an application, with an emphasis on supervised practice programs in dietetics
e. Students will be able to identify and describe issues related to health care delivery, policy, and administration
f. Students will be able to identify laws and regulations governing dietetic practice, nutrition, and health

Course Content

<table>
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<tr>
<th>DATES</th>
<th>TOPIC</th>
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<tbody>
<tr>
<td>August 20</td>
<td>Course Introduction</td>
</tr>
<tr>
<td></td>
<td>Shadowing - Externship assignment</td>
</tr>
<tr>
<td>27</td>
<td>Resumes</td>
</tr>
</tbody>
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NTRI 4090 Syllabus 2013 page 1
September
3  No class - University closed for Labor Day
10  Portfolios
17  Cover Letters and Personal Statements
     Recommendation Letters
24  Becoming a Registered Dietitian
     Dietetic Internships - - DICAS ---- D & D Digital

October
1  Dietetic Internships - - DICAS ---- D & D Digital
8  Speaker - Surviving the dietetic internship experience and finding employment
15  Dietetic Internships - - DICAS ---- D & D Digital - continued
22  Dietetic Internships - - DICAS ---- D & D Digital - continued
     Options in Nutrition and Dietetics
     Code of Ethics
29  Interviewing

November
5  Overview of health care - delivery, policy, and administration
12  Laws and regulations governing nutrition / dietetic practice
19  No class - University closed for Thanksgiving
26  Course wrap-up
     Complete Post - Baccalaureate Information Form in class (required)

Methods of Student Evaluation / Grading (175 total points)
Assignments (points)                                      Due Date
Professional Issues Paper (25)                            September 24
Application Letter / Personal Statement (50)             October 8
Application Packet Assignment (50)                       October 29
Portfolio Assignment (20)                                 November 12
Shadowing Verification and Report (25)                   November 26
Post-Baccalaureate Information (5)                       November 26

* Based on lecture schedule, due date may change and will be announced in class. Assignments accepted until 4:45 pm on the due date without penalty. Three points off per each day late. Assignments that are turned in after class hours should be turned into my mailbox in 101 PSB. Do not email assignments.
Course Grading Scale (175 total points)

S - must earn greater than 133 points (over about 75% of the total points) to receive an “S”
U ≤ 133 points

Readings
Lecture Outlines will be available on Canvas (required)

Class Participation and Attendance Policies
Students are expected to attend and participate in all regularly scheduled class meetings.
Students are responsible for all work covered in class whether they are present or not.
Missed work including examinations may be made up only with a University approved excuse.

Excused Absences Policies
Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student’s immediate family, the death of a member of the student’s immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays.

Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required.

Make-Up Policy
Arrangement to make up a missed exam due to properly authorized excused absences must be initiated by the student within one week of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. The format of make-up examinations and assignments may differ from the original format.

The student is expected to submit all assigned work at the class period designated by the instructor. Failure to turn in these assignments on the designated due dates without an excused absence will result in a loss of 3 points for each day the assignment is late. Students with an approved excuse who have not turned in an assignment and not contacted the instructor within one week after the scheduled due date will receive a zero for that assignment.

Accommodations for Students with Disabilities
Students who need special accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. If you have not established accommodations through the Office of
Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 1244 Haley Center, 844-2096 (V/TT). Accommodations for examinations should be discussed with the instructor at least one week prior to the scheduled examination.

Academic Honesty
All portions of the Academic Honesty code as found on the website https://fp.auburn.edu/studentaffairs/policies.aspx apply in this class.
Each student MUST do his/her own work - this includes case studies unless directions specify otherwise.
From the AU website, go to Office of the Provost, Academic Dishonesty, Resources for Students - Examples of Violations - which include “copying from another student’s assignment” are found on this site.

Contingency Plans
If the normal class schedule is disrupted due to illness, emergency, or crisis situation (such as a flu outbreak), the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, an addendum to your syllabus and revised course assignments will replace this syllabus.

“Auburn University is committed to providing a working and academic environment free from discrimination and harassment and to fostering a nurturing and vibrant community founded upon the fundamental dignity and worth of all its members.”

Professional Issues includes the following
Accreditation Council for Education in Nutrition and Dietetics (ACEND) Core Knowledge for the RD
2. Professional Practice Expectations:
Beliefs, Values, Attitudes, and Behaviors for the Professional Dietitian Level of Practice
2.1. The curriculum must include opportunities to develop a variety of communication skills sufficient for entry into pre-professional practice
  ∗ Students must be able to demonstrate effective and professional oral and written communication and documentation
2.3 The curriculum must include opportunities to understand governance of dietetics practice, such as the Scope of Dietetics Practice and the Code of Ethics for the Profession of Dietetics, and interdisciplinary relationships in various practice settings
  ∗ Students must be able to identify and describe the roles of others with whom the registered dietitian collaborates in the delivery of food and nutrition services