

**Eastern Illinois University**  
**New/Revised Course Proposal Format**  
(Approved by CAA on 4/3/14 and CGS on 4/15/14, Effective Fall 2014)

**Banner/Catalog Information (Coversheet)**

1. ☐ New Course or ☒ Revision of Existing Course
2. Course prefix and number: FCS 5156
3. Short title: Nutrition Services Mgmt
4. Long title: Nutrition Services Management
5. Hours per week: 1 Class 0 Lab 1 Credit
6. Terms: ☐ Fall ☐ Spring ☐ Summer ☒ On demand
7. Initial term: ☐ Fall ☒ Spring ☐ Summer Year: 2017
8. Catalog course description: Concepts of managing nutrition services, including financial, human, environmental, physical and materials.
9. Course attributes: N/A  
General education component: \_\_\_\_\_  
☐ Cultural diversity ☐ Honors ☐ Writing centered ☐ Writing intensive ☐ Writing active
10. Instructional delivery  
Type of Course:  
☒ Lecture ☐ Lab ☐ Lecture/lab combined ☐ Independent study/research  
☐ Internship ☐ Performance ☐ Practicum/clinical ☐ Other, specify: \_\_\_\_\_  
Mode(s) of Delivery:  
☐ Face to Face ☒ Online ☐ Study Abroad  
☐ Hybrid, specify approximate amount of on-line and face-to-face instruction \_\_\_\_\_
11. Course(s) to be deleted from the catalog once this course is approved: N/A
12. Equivalent course(s): N/A
  - a. Are students allowed to take equivalent course(s) for credit? ☐ Yes ☒ No
13. Prerequisite(s): FCS 4940

a. Can prerequisite be taken concurrently? ☐ Yes ☒ No

b. Minimum grade required for the prerequisite course(s)? D

c. Use Banner coding to enforce prerequisite course(s)? ☒ Yes ☐ No

d. Who may waive prerequisite(s)?

☐ No one ☐ Chair ☐ Instructor ☐ Advisor ☒ Other MSND Coordinator

14. Co-requisite(s): N/A

**15. Enrollment restrictions**

a. Degrees, colleges, majors, levels, classes which may take the course: Those who meet the stated prerequisites.

b. Degrees, colleges, majors, levels, classes which may not take the course: All others

16. Repeat status: ☒ May not be repeated ☐ May be repeated once with credit

17. Enter the limit, if any, on hours which may be applied to a major or minor: 1

18. Grading methods: ☒ Standard ☐ CR/NC ☐ Audit ☐ ABC/NC

**19. Special grading provisions:**

☐ Grade for course will not count in a student's grade point average.

☐ Grade for course will not count in hours toward graduation.

☐ Grade for course will be removed from GPA if student already has credit for or is registered in:

☐ Credit hours for course will be removed from student's hours toward graduation if student already has credit for or is registered in: \_\_\_\_\_

**20. Additional costs to students:**

Supplemental Materials or Software \_\_\_\_\_ none \_\_\_\_\_

Course Fee ☒ No ☐ Yes, Explain if yes \_\_\_\_\_

**21. Community college transfer:**

☐ A community college course may be judged equivalent.

☒ A community college may not be judged equivalent.

Note: Upper division credit (3000+) will not be granted for a community college course, even if the content is judged to be equivalent.

### **Rationale, Justifications, and Assurances (Part I)**

1. ☒ Course is required for the major(s) of MS in Nutrition and Dietetics: Dietetic Internship Option  
☐ Course is required for the minor(s) of \_\_\_\_\_  
☐ Course is required for the certificate program(s) of \_\_\_\_\_  
☒ Course is used as an elective those who meet the prerequisites

#### **2. Rationale for proposal:**

The revisions to the current course proposal from 2007 is to update the language and more clearly align the content with the 2012 revision of the ACEND accreditation education standards.

#### **3. Justifications for (answer N/A if not applicable)**

Similarity to other courses: This course has similarities to the Food Service Systems Management course (FCS 4940) with the substantial difference being that this course focuses solely on the management of clinical nutrition services.

Prerequisites: Food Service Systems Management (FCS 4940). This course will provide the foundation knowledge for the application of food service management principles to the clinical nutrition environment.

Co-requisites: None

Enrollment restrictions: None

Writing active, intensive, centered: N/A

#### **4. General education assurances (answer N/A if not applicable)**

General education component: N/A

Curriculum: N/A

Instruction: N/A

Assessment: N/A

#### **5. Online/Hybrid delivery justification & assurances (answer N/A if not applicable)**

- a. Online or hybrid delivery justification: Online delivery of this course is justified by the following:
  1. potential increase in enrollment in this course and is supported by our School's recruitment initiatives;
  2. credible electronic materials are readily available to the students at no cost which lends the course to being successful online;
  3. the online delivery increases the flexibility and accessibility of this course to our students, both traditional and non-traditional.
- b. Instruction: Students will be assigned a discussion question or reflection each week concerning the material covered. They will also be required to post a response to at least one other student's response. A discussion rubric will be used to evaluate the content of the discussion. Each of the four modules will require students to read the assigned materials, view presentations (powerpoints with audio and/or videos), and complete related discussions. Instructors teaching online offerings will be trained/qualified as per university guidelines (e.g., OCDI).
- c. Integrity: The instructor will correspond with each student on a regular basis. Each posting on the discussion board will reflect the student's name and will be monitored carefully. The

discussions will be structured in a manner that will allow for the integration of the materials on a deeper level. Turnitin plagiarism software will be used to help ensure original and authentic written work.

- d. Interaction: Each student will be interacting directly with each other via D2L. Discussion boards, email, chat rooms and assignment boxes will be used for direct communication. Students will also have the opportunity to correspond through telephone or in person on campus, if they so desire.

### **Model Syllabus (Part II)**

Please include the following information:

1. Nutrition Services Management (FCS 5156)
2. Concepts of managing nutrition services, including financial, human, environmental, physical, and materials.
3. Upon completion of this course, students will be able to
  - a. Apply the management functions to nutrition services. (GLG a-d)
  - b. Analyze the food flow throughout the food service. (GLG a-c)
  - c. Analyze financial and productivity data to assess utilization of resources. (GLG a-d)
  - d. Discuss the various inspections that occur in the nutrition services area. (GLG a-c)
4. R. P. Puckett (2013). *Foodservice Manual for Healthcare Institutions*. Jossey-Bass Publishing.
5. Weekly outline of content: This course will be taught in 4 weeks.

Module	Topic	Time Allotment
1	Management functions within nutrition services	3
2	Flow of Food through Facility: product selection; procurement, receiving, storage, inventory control; food production; and service	3.5
3	Financial and Productivity Data Collection and Analysis	3
4	Inspections: HACCP, Health Inspections, Environmental Sanitation, Food Code, Emergency Preparedness, Equipment, and Pest Control	3

### **6. Assignments and evaluation, including weights for final course grade.**

Discussions/Reflections	56 points
Inspection assignment	20 points
Flow of food assignment	<u>24 points</u>
Total points	100 points

### **7. Grading scale**

90-100% of points	A	80-89% of points	B	
70-79% of points	C	60-69% of points	D	59% or less of points F

8. Correlation of learning objectives to assignments and evaluation.

<b>Objective</b>	<b>Discussion/ Reflections</b>	<b>Inspection</b>	<b>Flow of Food</b>
Apply the management functions to nutrition services	<b>x</b>		<b>x</b>
Analyze the food flow throughout the food service	<b>x</b>		<b>x</b>
Analyze financial and productivity data to assess utilization of resources	<b>x</b>		<b>x</b>
Discuss the various inspections that occur in the nutrition services area	<b>x</b>	<b>x</b>	

**Date approved by the SFCS Curriculum Committee:** October 15, 2015

**Date approved by the LCBAS Curriculum Committee:** November 10, 2015

**Date approved by CGS:**