



1. Instructor Contact

Name: Priscilla Connors

Email: Priscilla.Connors@unt.edu

Class meeting: Online

Office Hours: Online by appointment

Class Location: Canvas

2. Course Description

Healthy Sustainable Meals focuses on making climate friendly, resilient food choices through planning meals that reflect seasonality and availability while reducing consumer waste. Topics include designing sustainable meals with foods that are readily available, easily accessed, and compatible with household considerations such as equipment and skills needed to prepare meals; analyzing the nutritional contribution of sustainable meals; and strategies for meeting nutritional needs through sourcing of plant and animal foods in ways that conserve natural resources.

3. Prerequisites

There are no required prerequisites for this course.

4. Course Objectives and Learning Outcomes (CLO)

Upon successful completion of this course, the students will be able to:

- 1) Describe how sustainable meals supports resilient agriculture
- 2) Evaluate availability, accessibility, utility, and stability of local foods
- 3) Explore nutrition implications of reliance on a narrow range of plant and animal foods
- 4) Plan healthy meals that conserve natural resources and support food security

5. Required Material

Book: Hoffmann, M.P., Koplinka-Loehr, C., Eiseman, D.L. (2021). Our Changing Menu. Comstock Publishing Assoc, an imprint of Cornell University Press.
ISBN 978-1-5017-5462-3

6. Technical Support

Student Helpdesk: Sage Hall 130; 940-565-2324; helpdesk@unt.edu

7. Technical Skills Requirements

Minimum technology skills for successful completion of this course include:
Sending and receiving email, creating, sending, and receiving Microsoft Word documents, posting on discussion boards, opening and printing pdf files using free Adobe Acrobat Reader, and navigating Canvas.

8. Netiquette

It is important for students to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and instructors. In an online class, it is common for a very substantial portion of your grade to be a function of how well you perform in online discussion areas and other “classroom participation” activities. Your ability to clearly and properly communicate in an online class can be as important to your success as you perform on multiple choice tests and written assignments.

These guidelines for online behavior and interaction are known as “netiquette”. When communicating online, you should always use clear and concise language. Be respectful of readers’ time and attention. Remember that all college level communication should have correct spelling and grammar. Avoid slang terms and texting abbreviations such as “u” instead of “you”. Use standard fonts such as Times New Roman and use a size 12 or 14 pt. font. Avoid using the caps lock feature AS IT CAN BE INTERPRETTED AS YELLING. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post, and your message might be taken seriously or offensive.

9. Course Expectations

As the instructor in this course, I am responsible for:

- ❖ providing course materials that will assist and enhance your understanding of concepts
- ❖ answering any questions that you may have regarding this course,
- ❖ providing timely and helpful feedback within the stated guidelines, and
- ❖ assisting in maintaining a positive learning environment for everyone.

As a student in this course, you are responsible for:

- ❖ reading and completing all requirements of the course in a timely manner,
- ❖ remain attentive and engaged in the course and interact with your fellow students,
- ❖ assisting in maintaining a positive learning environment for everyone.

10. Course Assessment and Grading Scale

Measurement	Weight	Grading Scale
Discussions	30%	90.0-100 = A
Quizzes	30%	80.0-89.9 = B
Exams	20%	70.0-79.9 = C
Activities	20%	60.0-69.0 = D
TOTAL	100.0%	<60.0 = F

11. OUTLINE OF CLASSES WITH CLO AND ASSIGNMENTS

MODULE		ASSIGNMENT	PERCENT
Module 1			
CLO 1 Describe how sustainable meals supports resilient agriculture			
CLO 1	Quiz 1 Setting the table		5%
MODULE 2			
CLO 2 Evaluate availability, accessibility, utility, and stability of local foods			
CLO 4 Plan healthy meals that conserve natural resources and support food security			
CLO 2	Discussion Treasured Foods		10 %
CLO 2	Quiz 2 Climate and the menu		5%
MODULE 3			
CLO 3 Explore nutrition implications of reliance on a narrow range of plant and animal foods			
CLO 3	Quiz 3 Beverage and salads		5%
CLO 1, 2, 3	Exam 1 Introduction & Chapters 1-6		10%
MODULE 4			
CLO 3 Explore nutrition implications of reliance on a narrow range of plant and animal foods			
CLO 4 Plan healthy meals that conserve natural resources and support food security			
CLO 3, 4	Quiz 4 Main course & sides		5%
CLO 4	Quiz 5 Dessert & coffee		5%
CLO 3, 4	Activity 1 Basics of Menu Planning		10%
CLO 4	Discussion What is a Healthy Meal		10%
CLO 3	Activity 2 Dairy and Plant-Based Milk Alternatives		10%
CLO3, 4	Discussion Dairy and Plant-Based Milks - Environment and Nutrition		10%
MODULE 5			
CLO 1 Describe how sustainable meals supports resilient agriculture			
CLO 4 Plan healthy meals that conserve natural resources and support food security			
CLO 1, 4	Quiz 6 Solutions		5%
CLO 1, 3, 4	Exam 2 Chapter 7-11		10%
CLO 1-4	Optional Makeup Exam Chapter 1-11		

12. Policies

Office of Disability Access Statement

The University of North Texas provides reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodation at any time; however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the [Office of Disability Access](http://www.unt.edu/oda) website (<http://www.unt.edu/oda>). You may also contact ODA by phone at (940) 565-4323.

Attendance Policy

The University of North Texas recognizes that regular attendance and participation in class promotes student success. It is the responsibility of the faculty member to notify students in writing of any special attendance requirements for the class which may be in addition to this policy. This policy applies to all modes of course delivery. The student is responsible for regular and punctual attendance and is expected to participate in all courses in which the student is enrolled. Faculty members must clearly state in their syllabus the requirements for class absence and/or participation, and the impact of absences/participation on course grades. Faculty members must record student class attendance through the reported Census date. Absences may lower a student's grade where class attendance and class participation are deemed essential by the faculty member. Departments and similar academic units have the authority to establish departmentwide or course-wide attendance standards. Students must be notified of the standards in writing. The first point of contact for all students should be the instructor. Absences that do not fall under Title IX, Required Military Service, and Official University Functions, are deemed a matter between the student and their faculty member. If the absence is due to an extenuating circumstance that exceeds 5 consecutive days, the faculty member may request the student to provide documentation through the Dean of Students' office.

Late Policy

You have two opportunities to complete quizzes with only the highest score recorded in Grades You have one opportunity to submit activities, exams, and discussions. You can submit quizzes, discussions and activities late for up to two days with a 5% late penalty. Exams are open for two days and are not reopened. If you miss any class activity, contact me within 24 hours at Priscilla.Connors@unt.edu.

Turn Around Time, Grade Questions

I aim to return graded work to you within a few days of the due date. If this is not possible, I will send an announcement to the class. I am happy to review any work that you feel was incorrectly graded. I often learn useful information about both the design of the class and the effectiveness of assessments through conversations with students. My goal is that each student successfully completes the course, and discussions about grades are determined as a part of how we achieve that goal together.

Academic Integrity Standards and Consequences, UNT Policy 06.003.

Academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. Academic dishonesty includes, but is not limited to, the use of any unauthorized assistance in taking quizzes, tests, or exams; dependence upon the aid of sources beyond those authorized by the instructor, the acquisition of tests or other material belonging to a faculty member, dual submission of a paper or project, resubmission of a paper or project to a different class without express permission from the instructors, or any other act designed to give a student an unfair advantage. Plagiarism includes the paraphrase or direct quotation of published or unpublished works *without* full and clear acknowledgment of the author/source. Academic dishonesty will bring about disciplinary action, which may include expulsion from the university. This is explained in the UNT Student Handbook. Your teacher should have a syllabus policy describing penalties for academic dishonesty.

Are You An F-1 Visa Holder?

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the [Electronic Code of Federal Regulations website \(http://www.ecfr.gov/\)](http://www.ecfr.gov/). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(a)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An online or distance education course is a course that is offered principally using television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course

Safety Guidelines

Students are urged to use proper safety procedures and guidelines. In lab sessions, students are expected and required to identify and use property safety guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that the University of North Texas is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in case of accidental injury.

Students who do not have insurance coverage should consider obtaining Student Health Insurance for this insurance program. Brochures for this insurance are available in the UNT Health and Wellness Center on campus. Students who are injured during class activities may seek medical attention at the UNT Health and Wellness Center at rates that are reduced compared to other medical facilities. If you have an insurance plan other than Student Health Insurance at UNT, please be sure that your plan covers treatment at this facility. If you choose not to go to the UNT Health and Wellness Center, you may be transported to an emergency room at a local hospital. You are responsible for expenses incurred there.

Policy on Discrimination, Harassment, Retaliation

The University of North Texas prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

UNT Emergency and Closure

UNT uses a system called Eagle Alert to quickly notify you with critical information in an event of emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). The system sends voice messages (and text messages upon permission) to the phones of all active faculty staff, and students. Please make certain to update your phone numbers at <https://my.unt.edu>.

Some helpful emergency preparedness actions include: 1) ensuring you know the evacuation routes and severe weather shelter areas, determining how you will contact family and friends if phones are temporarily unavailable, and identifying where you will go if you need to evacuate the Denton area suddenly. In the event of a university closure, your instructor will communicate with you through Canvas regarding assignments, exams, field trips, and other items that may be impacted by the closure.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders,

completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Retention of Student Records

Student records pertaining to this course are maintained in a secure location by the Instructor of Record. All records, such as exams, answer sheets (with keys), and written papers, that are submitted during the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual records; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information