



UNIVERSITY SCHOLARS PROGRAM

HANDBOOK

**BS Dietetics or BS Human Nutrition
and MS Nutrition and Food Systems**

204 Funkhouser Building
Lexington, KY 40506-0054
(859) 257-3800
Fax: (859) 257-3707
<https://dhn.ca.uky.edu/>

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DHN UNIVERSITY SCHOLARS PROGRAM HANDBOOK

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INTRODUCTION AND WELCOME

Welcome to the Dual BS/MS University Scholars Program (USP) in the Department of Dietetics and Human Nutrition (DHN). The USP offers particularly gifted and highly motivated students the opportunity of integrating their undergraduate and graduate courses of study in a single continuous program culminating in both a baccalaureate and a master's degree. We are delighted that you have chosen to complete your bachelor's and master's degrees in the Department of Dietetics and Human Nutrition. The faculty in the Department are dedicated to seeing you succeed and are here to guide you through the completion of both degrees. Please take the time to read the USP Handbook as it contains valuable information about coursework, financial aid, Department policies, and transitioning from an undergraduate to a graduate student.

We wish you well!

Department of Dietetics and Human Nutrition
204 Funkhouser Building
University of Kentucky
859-257-3800

PROGRAM OF STUDY

Undergraduate students pursuing the BS in Dietetics or BS in Human Nutrition can begin the USP in either the fall or spring semester of their undergraduate program of study. Once you are accepted into the program, the Director of Graduate Studies becomes your secondary academic advisor and will work with you to map out your plan of course work for both your undergraduate and graduate degrees. You will meet with both the Director of Graduate Studies (DGS) as well as your assigned Undergraduate Academic Advisor as an undergraduate student during the traditional advising periods. Advising appointments can be made directly on myUK.

Dual Credit Hours

Typically, the 12 dual course credits hours (credit hours that count towards both undergraduate and graduate degrees) are accrued over two semesters while in undergraduate status. The 12 course credit hours must be derived from 500-level or above courses. While taking 500-level courses the USP student will be regarded as a graduate student and will be expected to complete assignments and exams at the graduate level while being evaluated using the grading scale for graduate students. Such requirements and details are outlined in each respective course syllabus.

Transitioning from the Undergraduate Program to the Graduate Program

The USP student will apply for their undergraduate degree according to the University's deadline and will graduate with their undergraduate degree in either Human Nutrition or Dietetics after completing the program requirements for the respective undergraduate degree. The USP student will automatically be switched from undergraduate to graduate student status and will start their graduate studies in Nutrition and Food Systems the semester following the completion of their undergraduate degree. The graduate degree portion of the USP program can be completed in a total of three semesters. ***Note**, Coordinated Program students and DHN students accepted (not yet started) to UK's Dietetic Internship Program can also participate in the USP. These students should contact the DGS for further information about the program timeline and transition.

PLAN OF COURSE WORK

The following are examples of the plan of course work for USP students that includes the 12 dual course credit hours taken in undergraduate status. To be considered full-time at the undergraduate level the student must be enrolled in 12 credit hours of course work. Full-time status at the graduate level is obtained at 9 credit hours of course work. Below are sample plans of course work for Dietetics and Human Nutrition students graduating in either May or December. Please note, the undergraduate courses can be adjusted on an individual basis to obtain the 12 credit hours of dual credit (See Appendix A for course descriptions). More detailed information about the graduate portion of the program can be found in the DHN Master of Science in Nutrition and Food Systems graduate program [handbook](#).

B.S. in DIETETICS Student Graduating in MAY:

	Fall	Spring	Thesis Work
Undergraduate Final Year	DHN 514 (3 credits) DHN 517 (3 credits)	DHN 599 (3 credits) STA 570 (3 credits)	Meet with potential thesis advisor and develop completion plan.
Graduate Semester 1	DHN 603 (3 credits) DHN 605 (3 credits) STA 674 (3 credits)		Work on thesis project.
Graduate Semester 2		DHN 600 (3 credits) DHN 608 (3 credits) DHN 768 (3 credits)	Work on thesis project.
Graduate Semester 3	DHN 768 (3 credits) DHN 774 (3 credits) Optional Supportive Elective 500+ level (1- 3 credits)		Defend thesis.

B.S. in DIETETICS Student Graduating in DECEMBER:

	Fall	Spring	Thesis Work
Undergraduate Final Year	DHN 514 (3 credits) DHN 517 (3 credits) DHN 599 (3 credits) STA 570 (3 credits)		Meet with potential thesis advisor and develop completion plan.
Graduate Semester 1		DHN 600 (3 credits) DHN 608 (3 credits) DHN 768 (3 credits)	Work on thesis project.
Graduate Semester 2	DHN 603 (3 credits) DHN 605 (3 credits) DHN 774 (3 credits)		Work on thesis project.
Graduate Semester 3		DHN 768 (3 credits) STA 674 (3 credits) Optional Supportive Elective 500+ level (1- 3 credits)	Defend thesis.

BS in HUMAN NUTRITION Student Graduating in MAY:

	Fall	Spring	Thesis Work
Undergraduate Final Year	DHN 599 (3 credits) 500+ level Supportive Professional Elective (3 credits)	STA 570 (3 credits) Supportive Elective 500+ level (3 credits)	Meet with potential thesis advisor and develop completion plan.
Graduate Semester 1	DHN 603 (3 credits) DHN 605 (3 credits) STA 674 (3 credits)		Work on thesis project.
Graduate Semester 2		DHN 600 (3 credits) DHN 608 (3 credits) DHN 768 (3 credits)	Work on thesis project.
Graduate Semester 3	DHN 768 (3 credits) DHN 774 (3 credits) Optional Supportive Elective 500+ level (1- 3 credits)		Defend thesis.

BS in HUMAN NUTRITION Student Graduating in DECEMBER:

	Fall	Spring	Thesis Work
Undergraduate Final Year	DHN 599 (3 credits) STA 570 (3 credits) 500+ level Professional Supportive Elective (3 credits)		Meet with potential thesis advisor and develop completion plan.
Graduate Semester 1		DHN 600 (3 credits) DHN 608 (3 credits) DHN 768 (3 credits)	Work on thesis project.
Graduate Semester 2	DHN 603 (3 credits) DHN 605 (3 credits) DHN 774 (3 credits)		Work on thesis project.
Graduate Semester 3		DHN 768 (3 credits) STA 674 (3 credits) Optional Supportive Elective 500+ level (1- 3 credits)	Defend thesis.

IDENTIFYING A THESIS MENTOR

During the last year of the undergraduate program, and no later than the first half of the final semester, the USP student should have identified a thesis mentor who will serve as the chair of their thesis committee. To identify a thesis mentor, the USP student can start by learning more about the DHN graduate faculty members (See Appendix B for a list of DHN faculty members). Students can visit a graduate faculty members' web page, review their cv, locate and read their publications, and review the work of their past graduate students by reading through [theses](#). Then the student can email faculty members that they are interested in working with to set up individual meetings to learn more about their research area. During graduate semester 1, in consultation with their thesis chair, the student will select their advisory committee. Please see the DHN Master of Science in Nutrition and Food Systems (MS NFS) graduate program [handbook](#) for more details.

THESIS

The USP student will be guided by their committee chair (thesis mentor) through the Plan A thesis process. The primary objective of a thesis is to expand the existing knowledge base of a particular research area. The thesis must be a well-reasoned and original contribution of knowledge in the field of study and provide evidence of high scholarly achievement. The selection of a thesis topic, collection of data, and the writing of a thesis will extend over the three graduate semesters. The committee chair (thesis mentor) is the primary source of guidance in the planning and preparation of the thesis. The thesis project is one that the thesis chair already has in mind. It is not the USP student's responsibility to develop their own project, however, the USP student will be expected to assist with the development of the project, execution and reporting of project results. In their final graduate semester, the USP student is expected to defend their thesis work in the form of a written thesis and an oral defense. More details about the written thesis and oral defense can be found in the DHN MS NFS graduate program [handbook](#).

USP STUDENT EXPECTATIONS

Attend MS NFS Student Defenses

To gain a better understanding of what the oral defense of an MS NFS student consists of, USP students are expected to attend the oral defense presentations of current MS NFS students as their schedule allows. The DGS will notify USP students of upcoming oral thesis defenses at least two weeks in advance.

Review Past DHN Student Theses

Review the work of past DHN graduate students by reading through their [theses](#) to gain a better understanding of what a thesis document entails as well as the work of your research mentor.

Review the DHN MS Program Handbook

Take the time to review the DHN MS Program Handbook. It contains valuable information about coursework, forms and deadlines that must be completed and met in order to graduate in a timely manner.

APPLYING TO A DIETETIC INTERNSHIP PROGRAM

USP-Dietetics students interested in applying to a dietetic internship program or supervised practice program should consult with the Didactic Program Director (DPD) in DHN for details of how to develop the dietetic internship application and to select which programs to apply to. **We highly recommend completing your master's degree first then go on to complete your dietetic internship.** Dietetic students can submit their dietetic internship application during their final semester of their graduate program. For those interested in applying to the DHN Dietetic Internship Program, the student must appropriately plan for the submission of the application because the DHN Dietetic Internship Program participates in the spring dietetic internship match only, but the internship does not begin until January the following year. This means if you graduate in May, you will not begin your internship until January.

Typically, with any other dietetic internship program, if you are on track to complete your graduate degree in the spring semester you can compete in the spring dietetic internship match by submitting your application by the February deadline. If accepted, your dietetic internship will likely begin in the following summer or fall (check with the dietetic internship directors for program specific start dates). ***However**, if you are accepted to DHN's Dietetic Internship Program you will not begin your internship until January the following year, which means if you graduate in May you will not begin your internship until January.

If you are on track to complete your graduate degree in the fall semester you can compete in the fall dietetic internship match. Your internship will likely begin in January or February, but check with the dietetic internship director for the exact date. ***Note**, if you want to apply to DHN's Dietetic Internship Program then you will need to apply to DHN's internship in the spring semester that precedes your final fall semester. If accepted, you will begin the DHN Dietetic Internship in January following your December graduation from the MS NFS program.

FINANCIAL SUPPORT & FOOD SECURITY

Department Assistantships

DHN offers both graduate teaching and research assistantships. Assistantships are not guaranteed and are competitive. Part-time assistantships are commonly offered (stipend for 10 hours/week and half in-state tuition waiver) and in some cases, full-time assistantships (stipend for 20 hours/week and full tuition waiver) are offered. Applicants must apply to the graduate program by **March 1st** for admission to the following fall semester and **October 1st** for admission to the following spring semester to be considered for an assistantship. Each semester, current students must apply for a graduate assistantship as they are awarded each semester based on performance. The DGS will provide current and admitted students, who met the application deadline, with the electronic assistantship application around the mid-point of each semester.

Plan A (thesis) students are given priority when assigning assistantships.

Plan B (non-thesis special project) students can apply for assistantships, but teaching/research assistantship positions will first go to eligible Plan A students.

If a student's committee chair determines that a student is not meeting deadlines associated with their thesis or special project, or a student receives a poor mid-term or end-of-semester graduate assistantship evaluation, financial assistance can be removed. In order to maintain teaching and research assistantships the student must be successfully completing course work, fulfilling assistantship duties, and meeting thesis deadlines.

College of Agriculture, Food and Environment

The College of Agriculture, Food and Environment offers scholarships that graduate students may apply for and receive (<https://students.ca.uky.edu/scholarships>).

Graduate School Fellowships

Other types of financial assistance are available from the Graduate School: <https://gradschool.uky.edu/fellowships>

Graduate Student Congress

The Graduate Student Congress (GSC) provides awards to University of Kentucky graduate and professional students to attend conferences, conduct research, engage in professional development, and purchase or rent graduation regalia. The GSC do not place specific restrictions on the types of research, conferences, or professional development that they will fund. Successful applicants should be able to make a strong case for how their proposed research, conference, or professional development will contribute to their personal and professional growth. Due to the competitive nature of the awards, and the GSC's desire to fund as many students as possible, applicants are only eligible for funding once for each type of award per academic year. To learn more about the Graduate Student Congress or to be involved visit their website: <https://www.uky.edu/gsc/>

Basic Needs Hub

Resources exist across campus to assist students with needs related to all four components of student success: academic success, wellness, finances, and belonging. Explore the [Basic Needs site](#) to learn more about these resources or use the search function to connect with on- and off-campus offices dedicated to further supporting student success.

Big Blue Food Pantry

The Big Blue Food Pantry is open to any UK student with a valid UK ID experiencing food insecurity or hunger. Students will fill out a short intake form, and their information will remain private. There are no qualifications for access to the pantry other than being a UK student. Visit their website to learn more about the [Big Blue Pantry](#) as well as other campus and community resources.

Campus Kitchen at the University of Kentucky

[The Campus Kitchen at the University of Kentucky \(CKUK\)](#) is an on-campus student service organization that was established in April 2014 with faculty support from the Department of Dietetics & Human Nutrition; however, members come from a wide variety of majors beyond just those within the Department of Dietetics & Human Nutrition. CKUK is an on-campus student service organization that provides a sustainable approach to addressing hunger, by simultaneously reducing food waste and providing healthy meals to those struggling with food insecurity, both on campus and in the greater Lexington community.

Visit [BBNvolved-CKUK](#) to find event activities and RSVP for events, like our **free, locally-sourced lunches for students** struggling with hunger. We provide lunches each Wednesday on campus (to-go option is available).

TUITION & FEES

To see the current Tuition and Fees for graduate students, including those that are specific to certain programs, courses, etc., please go to the University of Kentucky Registrar's page <https://www.uky.edu/registrar> and click on the "Tuition and Fees" tab.

GRADUATE ASSISTANT RESPONSIBILITIES

Teaching Assistantship Responsibilities

Teaching Assistantships (TAs) in the Department of Dietetics and Human Nutrition are a privilege and an honor and are available only to students enrolled in the MS in Nutrition and Food Systems program. They are not guaranteed from one semester to the next.

Teaching Assistants provide tutorial, clerical, technical, and teaching support for the assigned class(es) under the direction of their supervising and mentoring faculty member. Teaching Assistants may be asked to field student emails, grade assignments and exams, post grades, manage components of UK's Learning Management System, proctor exams, assist with student questions, make copies, give guest lectures, supervise students in laboratory settings, teach course content, or other means of support. Mentoring faculty will provide you with the support you need to grow in knowledge and abilities in managing a classroom.

It is estimated that these duties will average a minimum of 10 hours per week throughout the semester for part-time TAs and an average minimum of 20 hours per week per semester for full-time TAs. Since productivity among individuals can vary, additional time may be required to complete assigned duties in a timely and efficient manner. Teaching Assistants

should communicate frequently with their supervising faculty member regarding successful completion of assigned responsibilities and, if needed, guidance regarding time management, quality of work, and allocation of specific tasks. Assistantships are awarded on a semester basis for a maximum of three semesters for USP students. Assignments may be adjusted as needed by the DHN Department Chair. **Teaching Assistants will be evaluated at mid-term and at the end of fall or spring semesters.** These performance evaluations will be used, in part, to determine future assistantship assignments.

Research Assistantship Responsibilities

Research Assistantships (RAs) in the Department of Dietetic and Human Nutrition are a privilege and an honor. Research Assistants provide technical, analytical, and clerical help in completing research activities and these activities will vary depending on the current research projects of the supervising and mentoring faculty member. It is estimated that these duties will average a minimum of 10 hours per week throughout the semester for part-time RAs and an average minimum of 20 hours per week per semester for full-time RAs. Hours spent on the individual RA's thesis or course work are not included in the listed RA time allotments.

Since efficiency and productivity among individuals can vary, additional time may be required to complete assigned duties. Research Assistants should communicate frequently with their supervising faculty member regarding successful completion of assigned responsibilities and, if needed, guidance regarding time management, quality of work, and allocation of specific tasks.

Assistantships are awarded on a semester basis. **Research Assistants will be evaluated at mid-term and at the end of fall and or spring semesters.** These performance evaluations will be used, in part, to determine future assistantship assignments.

Additional Employment Policy

Graduate students are limited to a maximum of 28 hours/week employment total from all combined UK employment. If the total hours combined of UK employment would be more than 20 hours/week then an overload request must be submitted. Please see the DGS to obtain the overload form. Overloads are not permitted for a student's first formal semester in a graduate program.

APPENDIX A CORE COURSE DESCRIPTIONS

DHN 514 Dietetics: Counseling and Communication (3)

Counseling and communication theories are combined to study specific applications which include disease prevention, disease management and refinement of communication skills to enhance effectiveness as a practicing RD. Students will enhance their capacity to motivate others to practice healthy food behaviors. Active learners will develop a conceptual framework for future professional practice in dietetics as ethical counselors and facilitators of behavior change.

Prereq: DHN313, DHN 510 DHN 512; must be taken concurrently with DHN 517.
Limited to Dietetics Majors only.

DHN 517 Medical Nutrition Therapy II (3)

This course continues study of medical nutrition therapy topics, including trauma and enteral and parenteral nutrition. Content includes more advanced case study evaluations, medical nutrition therapies, and current research in the field.

Prereq: DHN 512 and concurrent with DHN 514 and enrollment is limited to Dietetics majors.

DHN 599 Introduction to Culinary Medicine (3)

This course will introduce students to the field of culinary medicine, which involves using both evidence-based nutrition and medicine knowledge and culinary skills to assist healthcare providers and nutrition professionals in supporting patients and their families in achieving and maintaining optimal health and wellness through diet. Students will learn key food preparation and food science principles and how those can be translated to modifying recipes for optimal health and provided as appropriate evidence-based educational resources for use in patient care. Students will apply this knowledge to prepare healthy, flavorful and delicious snacks and meals that are appropriate for individuals with chronic health conditions such as food allergies, Celiac disease, gastrointestinal disorders, heart disease, diabetes, hypertension, cancer, and obesity.

Prereq: Admission to Graduate Certificate in Applied Nutrition and Culinary Medicine; Admission to MS degree programs in Nutrition and Food Systems or Science and Translation Outreach; Upper-level undergraduate students who have completed DHN 302; or, Consent of Instructor.

DHN 600 Research Methods in Nutrition and Food Systems (3)

Students will study accepted research methodologies and scientific approaches in human nutrition and food systems. Emphasis is placed on understanding the research methods, study design, data collection, and evaluation of various nutrition related studies. Discussions include development of research aims and hypothesis, internal review board, collecting of primary and secondary data, measurement approaches, study designs, and key considerations in developing a thesis for publication.

Prerequisite: Admission to graduate program and selection of graduate faculty mentor with approved research topic.

DHN 603 Advanced Community Program Development (3)

The course focuses on the theory, practice, and evaluation of community programs to improve quality of life. We will learn much from each other, please come to class ready to be an engaged participant. Some of the key concepts in this course are relatively new to our field. Some concepts, like logic models and social marketing, may appear to be simple and straightforward, but are actually quite complex. The course will employ a variety of teaching strategies; we will use experience and reflection to enhance the learning process. Students are expected to participate fully in class meetings and projects. Discussions, lectures, projects, electronic communication and resources, and visual media will be used to communicate the content.

Assignments are designed to help students learn how to effectively plan, develop, and evaluate community programs and strategies to promote healthy eating, active living, and a sustainable environment.

Prerequisite: Admission to graduate program.

DHN 605 Food Systems and Society (3)

Food Systems and Society tracks food from farm to table, including growing, harvesting, processing, packaging, transporting, marketing, consumption, and disposal. Policy and culture determine who eats what and who benefits and loses in any given food system. As a result food systems vary considerably across the world with each evolving to affect overall health. The course will assess sustainability of food systems and explore the ethical, economical, socio-ecological, and environmental factors that affect local, regional, national, and global food system development. Content includes case study evaluations and current research in the field.

Prerequisite: Graduate standing.

DHN 608 Chronic Disease Management and Process (3)

This course focuses on the etiology and pathophysiology of nutrition-related chronic diseases and conditions including obesity, hypertension, dyslipidemia, heart disease, diabetes, and cancer. Emphasis is placed on the biochemical and physiological mechanisms involved by which nutrients impact the prevention, nutrition care process-diagnosis, assessment, implementation of care, monitoring and evaluation, and progression of chronic diseases and conditions.

Prerequisite: Graduate standing and minimum 3 credit hours of upper level advanced nutrition or DHN 510.

DHN 774 Seminar in Nutrition and Food Systems (3)

This advanced participatory seminar focuses on the latest in nutrition and food systems research. Students will be expected to apply their knowledge of effective scientific communication, responsible conduct of research, and methods and technologies in nutrition and food systems through weekly readings, presentations, and class discussions.

Prerequisite: Graduate standing and upper-level graduate statistics.

Suggested Electives

A list of suggested electives is available in Canvas and include courses from DHN, the College of Public Health (CPH), the Departments of Kinesiology and HealthPromotion (KHP), Community and Leadership Development (CLD), and Communications(CJT) are all recommended based on student interest.

APPENDIX B
DHN GRADUATE FACULTY

Tammy Stephenson, Ph.D, Professor, Department Chair (202 Funkhouser Building; 257-2353;
Tammy.Stephenson@uky.edu)

Dawn Brewer, Ph.D., RD, LD, Associate Professor, Director of Graduate Studies, (209A1 Funkhouser Building; 257-1661; dawn.brewer@uky.edu)

Sandra Bastin, Ph.D., RD, LD, Extension Professor (119 Funkhouser Building; 257-3800; sbastin@uky.edu)

Makenzie Barr, Ph.D. RD, LD, Assistant Professor, Director of Undergraduate Certificate in Food Systems and Hunger Studies (212 Funkhouser Building; 257-1573; makenzie.barr@uky.edu)

Kyle Flack, Ph.D., RD, Assistant Professor (206E Funkhouser Building; 257-4351; kyle.flack@uky.edu)

Alison Gustafson, Ph.D., MPH, RD, Associate Professor (206G Funkhouser Building; 257-1309;
alison.gustafson@uky.edu)

Courtney Luecking, PH.D., RD, LD, Assistant Extension Professor (206F Funkhouser Building; 257-9047;
Courtney.luecking@uky.edu)

Janet Tietyen Mullins, Ph.D., RD, Extension Professor (206J Funkhouser Building; 218-2798;
janet.mullins@email.uky.edu)

Heather Norman-Burgdolf, Ph.D., Assistant Extension Professor (118 Funkhouser Building; 257-7480;
heather.norman@uky.edu)

Julie Plasencia, PhD, RD, LD, Assistant Professor, DPD Director (209B2 Funkhouser Building; 257-4146;
julie.plasencia@uky.edu)

Robin Shoemaker, Ph.D., Assistant Professor (119 Funkhouser Building; 257-1031;
robin.shoemaker@uky.edu)