

PROGRAM REVIEW IMPLEMENTATION PLAN
PROGRESS REPORT
Dietetics and Human Nutrition
2021-2022

Recommendation 1. Work with departments in HES, CAFE administration, and the Office of Philanthropy and Alumni to develop creative plans to raise funds to improve current facilities and to address future facilities for the department.

Assessment method: With college personnel in Philanthropy and Alumni Relations, the Chair will annually collate results.

Results: The Department Chair and other departmental representatives met with the college's Director of Philanthropy and alumni team to strategize plans to raise funds for departmental needs. During this report year, the department has prioritized fundraising for the DHN Student Success Fund and the Campus Kitchen at the University of Kentucky Fund. DHN held two alumni engagement activities, both virtual due to the pandemic.

Analysis of results and reflection: DHN will continue to work with college and UK Philanthropy to strategize opportunities to engage alumni and raise funds.

Ongoing improvement actions: Fundraising and associated alumni engagement continues to be an area of growth and improvement for DHN. The DHN Alumni Engagement Committee has strategized opportunities to engage alumni in a variety of activities, including virtual events as well as in-person fundraisers and events.

Recommendation 2. Work with College and UK administration to develop a comprehensive plan to improve teaching environments to enhance student-learning experiences.

Assessment method: Teaching and learning environments in Funkhouser Building and Erikson Hall need continual upgrades to enhance and support high-impact student-learning experiences. The Chair will annually track upgrades to DHN teaching and learning spaces.

Results: Departmental funding was earmarked to make necessary upgrades to the DHN facilities. This included major renovations to classroom, hallway, and shared learning spaces of the department. Laboratory space that was no longer being utilized was re-imagined as a DHN Student Lounge and an older conference room was converted to a DHN Multipurpose room (meetings, study area, and spill-over seating for Farm-to-Fork meal). New ADA-compliant signage was installed throughout DHN spaces in Funkhouser Building to align with other signage in the building. Dated hallways were stripped of old bulletin boards and new Korbyt digital signage was installed. Technology in the Funkhouser Room 115 classroom (projector and computer) was replaced. The DHN Performance Nutrition and Body Composition Laboratory was renovated.

Analysis of results and reflection: DHN was able to make major cosmetic updates to modernize teaching and learning environments to enhance student-learning experiences. The updates have received positive feedback from students, faculty, staff, alumni, and other departmental collaborators.

For example, the DHN Student Lounge is well-utilized by students from both DHN, as well as other programs. With the large FB 200 classroom close by, students often use the space for studying, group work, and relaxing before and after class. As well, the Nourish: Farm-to-Fork space utilized by the Campus Kitchen at the University of Kentucky underwent major transformation through collaborations with the School of Interiors and grant funding from the UK Sustainability Challenge Grant Program, making the space more accessible, functional, and inviting. In 2021 and 2022, Farm-to-Fork and CKUK were both recognized as Program of the Year and Student Organization of the Year by the UK Office of Student Organizations. The department is working with the college and UK administration to develop a long-term plan to improve facilities. This includes exploring space in the proposed College of Medicine facility as well as the College of Agriculture, Food and Environment Barnhart Addition.

Ongoing improvement actions: An open line of communication will be maintained with the college to keep facilities and equipment operational and to strategize long-term facilities needs.

Recommendation 3. Develop long-range plans to address stability and growth in the department.

Assessment method: A Department Search plan was recommended that included the appointment of a permanent (six-year term) appointment. A resource analysis was conducted relative to staffing needs of the unit to support departmental growth.

Results: A permanent (six-year term) Department Chair was searched for and appointed in February 2021. A resource analysis was conducted determining staffing needs in the DHN Business Office. This included the need for a full-time Business Officer and full-time Administrative Support Services position. The DHN Business Office has established new training for all faculty and staff in DHN related to business policies and procedures, including travel and use of Concur. Two adjunct faculty have been appointed in DHN. Part-time instructors have been hired to fill instructional gaps with the dietetic internship (supervised professional practice). The Director for the Accelerated Coordinated Program (ACP) in Dietetics was appointed. Departmental Policies and Procedures and processes have been updated to best support the unit.

Analysis of results and reflection: DHN was able to appointment a Chair (six-year commitment) to provide consistent leadership to the department. The Chair then led efforts related to staffing needs for the DHN Business Office to support the teaching, research, and outreach work of the unit. Policies, procedures, and standard operating procedures are continually evaluated and, when needed, updated.

Ongoing improvement actions: The department will continue to evaluate resource needs, including utilizing part-time instructors to support courses and the dietetic internship.

Recommendation 4. Establish a clear trajectory for faculty mentorship that builds into the strengths of departmental teaching, research, and extension; and provides mentorship specific to individual faculty career goals, as well as departmental goals.

Assessment method: The Chair will annually track results.

Results: DHN faculty and staff have served as both mentors and mentees in the college-wide faculty and staff mentoring programs. The Chair has developed a DOE and instructional matrix that spans two years. The unit has prioritized consistency in instructional responsibilities, while also making adjustments when needed based on changes to DOE (e.g. research and administration). DOE

discussions now occur as part of APR conversations, in January and February each year. Two adjunct faculty have been appointed and part-time instructors have provided coverage for instructional needs.

Analysis of results and reflection: The department has started discussions for developing a structured staff and faculty mentoring program and associated resources. For full-transparency, the unit will continue to share department-wide DOE's to all in the unit.

Ongoing improvement actions: DHN will evaluate the DHN Statement of Evidence of Activity to ensure clear communication and consistency for promotion and tenure. With six junior, tenure-track faculty, we paused the process. Enhanced departmental mentoring for both faculty and staff is a recognized need and priority area.

Recommendation 5. Hire the business officer position. A portion of the responsibilities of this position should be focused on faculty and staff needs in pre- and post-award grants management.

Assessment method: A hiring plan was recommended that included a DHN Business Officer with 1.0 FTE in DHN.

Results: Initially, the DHN Business Officer was hired at 0.5 FTE as a shared position with the Department of Family Sciences (FAM). The Business Officer originally reported to FAM, but this was changed to DHN as part of the process of appointing a new Department Chair. A proposal was submitted to the college for upgrading the Business Officer position and converting to 1.0 FTE to support the depth and breadth of work of the department. This work included pre- and post-award grants management.

Analysis of results and reflection: Having a DHN Business Officer with 1.0 FTE has supported growth of the department, including more staff, hourly workers, and graduate assistants, as well as an increase in grant-related work. In addition to upgrading the level for the Business Officer, DHN also has plans to upgrade the level for the Administrative Support Services position.

Ongoing improvement actions: To retain excellent Business Office support in the department, a proposal to upgrade the position will be submitted. In addition to upgrading the level for the Business Officer, DHN also has plans to upgrade the level for the Administrative Support Services position. These position upgrades will allow the unit to best support faculty and staff in all areas of the land-grant mission.

Recommendation 6. Enhance existing relationships with extension agents and alumni to advance program offerings.

Assessment method: Data collected from Extension reports, and annual reporting of DHN faculty and staff. The Chair maintains record of undergraduate research activities of the unit (funding, mentors, presentations, journal articles, etc.).

Results: As part of college-wide efforts to support documenting and reporting on student engagement in Extension programming, Extension faculty now document guest lectures and other collaborative projects. Funding has been secured from internal sources to support experiential learning opportunities including Extension. Multiple peer-reviewed journal articles have been published on such collaborations. The DHN website now includes an Undergraduate Research Opportunities page with

current research opportunities available to students as well as guidance on how to connect with faculty and staff with research opportunities. That website page is updated every semester. Faculty and staff have worked with students to secure undergraduate research funding from multiple sources, including college and university funding (e.g. UK Summer Sustainability Research Fellowships). DHN hosted an “Ask Me Anything” series for DHN alums; due to the pandemic, these were all hosted virtually, which also supported higher attendance. An “Alumni Series” event was hosted in February 2022 – “Building a more sustainable future: Sustainable food panel.”

Analysis of results and reflection: DHN has proactively explored innovative and impactful opportunities to advance program offerings. Positive steps have been taken to engage alumni and community partners.

Ongoing improvement actions: DHN has made strides in enhancing existing relationships with extension agents and alumni, but has more work to be done. This includes developing an assessment survey to determine the engagement types, levels, and opportunities for alumni. Opportunities for DHN alumni to visit campus and engage with faculty, staff, and students will be explored.

Recommendation 7. Develop plans to implement the new online MS program that includes goals for staffing needs and student recruitment and retention.

Assessment method: The Chair maintains records of relevant activities.

Results: DHN secured \$50,000 in funding to support the development of distance learning (DL) coursework and a fully online option for the MS in Nutrition and Food Systems. The fully online MS NFS online program was approved by the University Senate in Spring 2022 and marketing commenced immediately using \$5,000 in marketing funding secured from UK Online. The unit was one of five programs invited to participate as a pilot program in the new marketing plans from UK Online, strategically marketing at the university level. The DHN Chair serves on the UK Online strategic planning committee.

Analysis of results and reflection: A fully online option for the MS in Nutrition and Food Systems was approved with students enrolled in the program for Fall 2022. All core courses are now available as fully online options, as well as several elective options (DHN 593, DHN 597, DHN 607). DHN received approximately \$25,000 in NTR funding to support staff, faculty, and teaching assistant time to support the MS program.

Ongoing improvement actions: The unit will continue to actively market and recruit for the online MS program. Virtual open houses will be hosted and new marketing materials developed in collaboration with the university and college marketing teams. DHN will strategize opportunities to generate NTR to sustain support for the program.

Recommendation 8. Outline long-range plans for multidisciplinary PhD program to enhance departmental growth. Develop a benchmark program demand study to understand potential enrollment size and unique aspects of a potential new PhD program. Integrate faculty research efforts into PhD program plans.

Assessment method: ACEND, the accrediting body for the dietetics profession, has made changes to the credentialing requirements such that a master's level degree will be required (as of 2024) for entry-level professionals.

Results: With the two new programs (ACP and fully online MS NFS), DHN has not yet explored opportunities for a multidisciplinary PhD program. The Accelerated Coordinated Program (ACP) in Dietetics was approved the University Senate as well as the accrediting organization (ACEND). DHN marketing materials, including the website and program website, were updated to reflect the new ACP. The first cohort of students in the ACP will be selected in Fall 2022. As outlined under Recommendation #7, the fully online offering of the MS in Nutrition and Food Systems has been secured and recruitment of students has commenced. As well, faculty have included post-doctoral positions as part of NIH grant proposals.

Analysis of results and reflection: With changes to the dietetics profession and the requirement for an earned master's level degree to sit for the registered dietitian nutritionist credentialing exam, DHN has proactively explored opportunities to best support students and ensure the University of Kentucky is producing RDN's to meet the needs of the Commonwealth. The department will next explore multidisciplinary opportunities for a PhD program.

Ongoing improvement actions: Faculty will continue to include post-doctoral positions as part of proposals submitted for extramural funding. With the two new programs (ACP and fully online MS NFS), DHN has not yet explored opportunities for a multidisciplinary PhD program, but such opportunities will be explored once the other two new programs are more well-established.