

Accreditation Council for Education in Nutrition and Dietetics

the accrediting agency for the
 Academy of Nutrition
and Dietetics

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2018-2019**

March 21, 2019

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Director, Dietetic Internship
Iowa State University
Department of Food Science and Human Nutrition
1104 Human Nutritional Sciences Building
706 Morrill Road
Ames, IA 50011-2101

Dear Dr. Datta:

This letter is to advise you of the action of the Accreditation Council for Education in Nutrition and Dietetics (ACEND®) Board regarding the demonstration program application submitted by Iowa State University for a Future Education Model Graduate Degree Program. During its March 11, 2019 meeting, the ACEND Board voted to accept the application and tentatively categorize the program as a reorganization of an existing ACEND-accredited Nutrition and Dietetic Internship (DI) program. The ACEND Board commends you on a very well-written and concise application.

A final decision on approval of the program as a demonstration program accredited under the *Future Education Model (FEM) Accreditation Standards for Graduate Degree Programs* and approval of the Substantive Program Change – Reorganization of an existing ACEND-accredited program will occur based on completion of the following:

- Participation in the **May 16, 2019** online competency-based education webinar from 10:00 am to noon CT and attendance at the **June 26-27, 2019** in-person competency assessment training workshop.
- Submission of the attached Report for Program Seeking Reorganization. In addition to completing the report, the Board requests the program provide a narrative response to further clarify the following items from your initial application to demonstrate compliance with the FEM Standards:

Standard 2, Program Mission, Goals and Objectives, Required Element 2.3

The program has one program specific objective under each goal; however, the program specific objective for Goal 1 only addresses graduates who complete an optional international community nutrition rotation, and the program specific objective for Goal 2 does not capture the full intent of the goal *to contribute to the*

pool of registered dietitian nutritionists across the United States. The program must develop new objectives, or replace the current ones, to address all graduates of the program (Goal 1) and represent the intent of the goal (Goal 2).

In addition, the *FEM Standards for Graduate Degree Programs* have changes in Required Element 2.3 that go into effect July 1, 2019. The program must provide revised ACEND required objectives that are written verbatim as they appear within the quotation marks.

- The completed report and narrative response addressing these comments must be submitted via email to FutureModel@eatright.org at least one year prior to starting the first class of students. Since the application indicated an anticipated start date of Fall 2021, the report must be submitted no later than **September 6, 2020**.

Please send an email to FutureModel@eatright.org by **April 5, 2019** confirming your participation in the webinar and attendance at the June workshop.

Basecamp

ACEND has created a Basecamp folder for the third cohort of demonstration programs. You will receive an invitation to join Basecamp and will create a personal password to access the site. The site will be used for storing and sharing information.

Accreditation Training

All demonstration program directors are required to participate in the **May 16, 2019** online webinar and attend the **June 26-27, 2019** in-person competency-based education and assessment training workshop. You will receive an invitation to attend the **May 16, 2019 online webinar**, which will be hosted through WebEx. The invitation will ask you to register for the event. Please complete the registration. The webinar will be taped so you can review it again later.

ACEND will cover the cost for the program director to attend the **in-person training in Chicago on June 26 and 27, 2019**, including hotel, travel and daily expenses. The workshop will start with lunch at noon CT on Wednesday, June 26th and end by 5:00 pm CT on June 27th. You may bring an additional member from your program to the workshop at their own expense. Please let us know by **May 16, 2019**, if additional people will be attending from your program by emailing FutureModel@eatright.org.

HOTEL: We currently have a room reserved for you at the Doubletree Hotel, O'Hare, 5460 North River Road, Rosemont, Illinois, for Wednesday and Thursday (June 26 & 27, 2019) evenings. The hotel telephone number is (847) 292-9100 and offers a free shuttle from O'Hare International Airport. Please email FutureModel@eatright.org by Thursday, May 16, 2019, if you need a room for Tuesday because you are unable to arrive for the start of the workshop at noon on Wednesday, so we can make the appropriate changes to your hotel reservation. Also, send an email if you are able to leave on Thursday June 27th on a flight after 7:00 pm and do not need a room for that evening. If you are bringing an additional member from your program to the workshop and would like that individual to share your room, please email FutureModel@eatright.org so we can request a room with two beds.

TRAVEL: You have been approved for travel to the Demonstration Program Training. In order for your airfare to be charged to ACEND, you must have an active Traveler Profile in **Deem@work**[®], the online booking tool for the Academy Travel Desk.

If you do NOT have a traveler profile, please contact Rebecca McHale (rmchale@eatright.org) and you will receive an activation email from Deem@work within two (2) business days prompting you to complete your profile.

If you do not wish to create a profile, you will have to book your travel on your own and submit your expenses for reimbursement after the conclusion of your meeting. **NOTE: Any ticket purchase that is over the limit of \$500 will need to receive prior approval.**

A valid Meeting Name and GL (budget) Code (see below) are required when booking travel through the Academy Travel Desk.

Meeting Name (Select from dropdown menu):	ACADEMY miscellaneous travel
Meeting Location:	Chicago, IL
Dates:	June 26-27, 2019
GL Code:	1057200

Booking Your Travel Online (\$12 service fee)

- 1) Book your travel whenever possible Monday through Friday between the hours of 8:30 a.m. and 7:00 p.m. EST.
- 2) Visit the [Academy Travel Store](#)
- 3) Login to your account using your email address and the password you created when you activated your account. (If you have forgotten your login, click "Forgot password and enter your email address on file with Deem in the USERNAME field. You will immediately receive a reset password email.)
- 4) Search for and select your flights (book "non-refundable" fares only)
 - a. You have the option of searching by "Price" or "Schedule".
 - b. Click on your preferred airline if you only want to view their fares.
- 5) When you reach the **Purchase Trip** page, select the appropriate Meeting Name from the drop-down menu, enter the GL Code and Meeting Authorization Code listed above.

Booking Your Travel with an Agent (\$33 service fee)

- 1) Book your travel whenever possible Monday through Friday between the hours of 8:30 a.m. and 7:00 p.m. EST.
- 2) For agent assisted booking, call ATC Travel Management at 800/458-9383 or 703/253-6004. You may also reach ATC via email at reservations@atcmeetings.com.
- 3) Provide the agent with the Meeting Name, GL Code, and Meeting Authorization Code listed above.

DAILY EXPENSES: You will be reimbursed a maximum of \$74 per day for daily expenses incurred from your travel to the hotel on Wednesday through the end of the workshop. Lunch will be provided on Wednesday June 26 and Thursday June 27, 2019 for all workshop attendees. Please note that receipts for all expenses, such as meals and local travel, for this time period must be submitted to ACEND for reimbursement.

Please contact your ACEND manager, Elise Cowie, at ecowie@eatright.org or (312) 899-4770 with any questions you may have.

Mridul Datta, PhD MS RD LD FAND
March 21, 2019
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Thank you for your continued support of nutrition and dietetics education. We are excited to have you as a demonstration program for the *Future Education Model Accreditation Standards*.

Sincerely,

A handwritten signature in cursive script that reads "Christine A. Hartney".

Christine Hartney, MS, RD, LDN
Chair, Accreditation Council for Education in Nutrition and Dietetics

CH/jj

Attachment: Report for Future Graduate Program Seeking Reorganization

cc: Wendy K. Wintersteen, PhD, President
Joe P. Colletti, PhD, Interim Endowed Dean of Agriculture and Life Sciences
Laura D. Jolly, PhD, Dean, College of Human Sciences
Ruth S. MacDonald, PhD RD, Chair/Dean of Graduate Programs
Elise Cowie, MEd, RD, LD, FAND, ACEND Manager