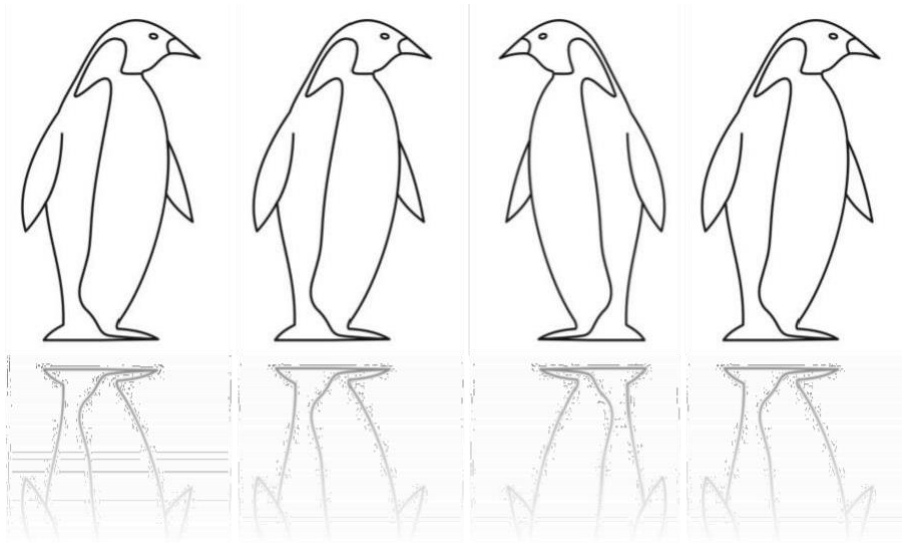


YSU-DPD STUDENT HANDBOOK

2024-2026



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YSU-DIDACTIC PROGRAM IN DIETETICS
Department of Health Professions
Bitonte College of Health & Human Services
Youngstown State University

Dear DPD Student:

The DPD program at YSU, housed in the Department of Health Professions in the College of Health and Human Services, was established in 1975 and is currently accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), the branch of the Academy of Nutrition and Dietetics (AND) that oversees educational programs preparing students for careers in Dietetics and Nutrition.

The DPD program curriculum at YSU is based on ACEND 2022 Eligibility Requirements and Accreditation Standards (ERAS) defined Foundation Knowledge, Skills, and Competency Requirements for DPD program graduates. The YSU-DPD curriculum does not include a supervised practice component, so if you would like to complete supervised practice, your options for achieving this are as follows:

When you have completed all DPD program requirements, you will be issued a DPD Verification Statement which certifies that you have met the academic requirements needed to apply to an ACEND-accredited Supervised Practice Program (Dietetic Internship or other Supervised Practice Program). Supervised practice will make you eligible to take the Registration Examination for Dietitians administered by the Commission on Dietetic Registration (CDR). All students who graduate from a DPD program after January 1, 2024, must also earn an Advanced degree (Masters or Doctorate) to be eligible for the RDN credential

As a DPD graduate, you are eligible to take the Nutrition Dietetic Tech Registration (NDTR) exam to become credentialed. At the end of your Junior year in the DPD program, you may apply for admission into the DPD-MHHS 4 + 1 program at Youngstown State University, available as a collaboration between the BSAS-Dietetics and the Master's in Health and Human Services offered at YSU. Supervised practice, which makes you eligible to take the Registration Examination for dietitians, must be completed through an Accredited Dietetic Internship. You will need to apply using the Dietetic Internship Matching system called Liaison.

This handbook is meant as a resource to help you navigate through the DPD program, providing some basic information about program faculty, guidelines for progressing through the program, and University Services which may prove useful.

Thank you for choosing the DPD Program at YSU, and welcome to the family of dietetics penguins.



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GENERAL UNIVERSITY POLICIES AND INFORMATION

MANDATORY STATEMENT OF NON-DISCRIMINATION:

Youngstown State University does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity and/or expression, disability, age, religion or veteran/military status in its programs or activities. Please visit www.ysu.edu/ada-accessibility for contact information for persons designated to handle questions about this policy.

STUDENTS NEEDING ACCESSIBILITY ACCOMMODATIONS:

Students with diagnosed disabilities are eligible for support services from the Office of Accessibility Services. These include accommodations for completing course assessments, interpreters (ASL and other), note-takers, adaptive equipment, and advocates. Please visit the website below for YSU procedures regarding accessibility: <https://ysu.edu/accessibility-services>

STUDENT CONDUCT

Students enrolled in the dietetics major are required to uphold the core values defined in the YSU Code of Student Conduct. <https://ysu.edu/dean-of-students/student-conduct>

Core Values

Character: The Office of Community Standards & Student Conduct is committed to a process that fosters personal responsibility, respect, fairness, integrity, and personal development.

Community: We reinforce the importance of maintaining a safe, inclusive, and affirming campus environment in which the rights and contributions of everyone is respected.

Civility: We strive to provide learning and developmental experiences which challenge students to understand that their conduct must demonstrate courtesy, compassion, and dignity of all people.

ACADEMIC INTEGRITY:

Academic honesty is essential to the educational process and serves to protect the integrity of the university community. All members of the university community have a responsibility for maintaining high standards of honesty and ethical practice. Cheating, plagiarism, and other forms of academic dishonesty constitute a serious violation of university policy, as outlined in the Student Code of Conduct: <https://ysu.edu/dean-of-students/student-conduct/academic-integrity>.

AI (ARTIFICIAL INTELLIGENCE) USE

Although YSU has not published an official “AI mis-use policy”, students who claim AI-generated work as their own may fall under the plagiarism policy. Dietetics majors engage in professional skill development and synthesis of products that require critical thinking and individualized therapeutic decision-making. While AI-generated products may earn grades, they violate the spirit and ethical code for the dietetics profession and students engaged in preparatory programs. Dietetics students may use AI for seeking clarification of concepts, organizing one’s thoughts, and locating resources.

HONORS CONTRACTS:

Honors contracts may be negotiated with faculty members assigned as the instructor for individual courses in the major. The FNUT 1551 – Normal Nutrition course is previously approved for Honors contracts, however Honors contracts for other core dietetics courses must be approved by the course instructor and the Department Chair. The options for Honors Contracts Options are as follows:

1. Option 1 – Contract Option Available

“Honors students may contract this course for honors credit. Notify your instructor of your interest to discuss options, complete required paperwork, and submit to the instructor by the semester deadline.”

2. Option 2 – Contract Option Available from Catalog

“A previously approved contract is available for this course. Review the contract in the Contract Honors Catalog available through the Honors College and/or contained in the course syllabus.”

3. Option 3 – Contract Honors Not Permitted

“The contract honors option is not available for this course.”

Students must initiate the Honors Contract through the Honors College after discussing a viable project and obtaining approval from the course instructor. Project outline, requirements and deadlines must be clearly stated, and completion must meet all Honors College requirements.

ACCREDITATION

YOUNGSTOWN STATE UNIVERSITY ACCREDITATION

The **Higher Learning Commission** has affirmed Youngstown State University's accreditation as an institution of higher education through the year 2027. A team of HLC reviewers from across the country visited YSU in March 2018, and the commission officially affirmed a positive result in August 2018, scheduling the next comprehensive accreditation review for 2027. The HLC report noted that YSU "has made tremendous progress in overcoming previous major challenges, most notably in the areas of fiscal health and enrollment," making difficult decisions to eliminate a structural deficit and taking steps to reverse declining enrollment. Accreditation Assurance may be viewed at <https://ysu.edu/hlc-accreditation>.

DIETETICS ACCREDITATION

The YSU-Didactic Program in Dietetics is currently accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) January 2021 – January 2028. ACEND may be contacted by:

Email: ACEND@eatright.org

Phone: 800/877-1600, ext. 5400

Mail: 120 South Riverside Plaza Suite 2190, Chicago, IL 60606-6995

The YSU Didactic Program in Dietetics will complete a Self-Study as part of the application for re-accreditation in Fall 2026, and an ACEND Accreditation Site visit is anticipated in Spring 2027. This allows the program to graduate students in compliance with accreditation status while reaccreditation processing occurs.

YSU DPD EDUCATIONAL PHILOSOPHY

The YSU-Didactic Program in Dietetics is purposed with providing a strong educational foundation in foodservice, medical nutrition therapy, community nutrition, and research to prepare future dietetics practitioners, producing graduates who engage in lifelong learning, professionalism, and competence in serving diverse populations in dietetics practice settings.

YSU DPD MISSION 2026 – 2028:

The mission of the YSU-Didactic Program in Dietetics is to provide a strong foundation in public health nutrition, medical nutrition therapy, foodservice systems management, and research to prepare students for supervised practice leading to eligibility for the CDR credentialing exam to become a registered dietitian nutritionist.

YSU-DPD PROGRAM GOALS & OBJECTIVES 2024 – 2026

Goal 1. The program will prepare graduates for supervised practice programs, advanced degrees or employment.

- **O1:** At least 80% of program students complete program/degree requirements within 3 years (150% of the program length).
- **O2:** At least 35 percent of program graduates apply for admission to a supervised practice program prior to or within 12 months of graduation
- **O3:** Of program graduates who apply to a supervised practice program, at least 50 percent are admitted within 12 months of graduation
- **O4:** The program's one-year pass rate (graduates who pass the registration exam within one year of first attempt) on the CDR credentialing exam for dietitian nutritionists is at least 80%.
- **O5:** At least 70% of program graduates who do not complete supervised practice programs will report employment in a nutrition-related field. (**Program Specific Goal**)

Goal 2. The program will prepare graduates to perform adequately in a supervised practice program.

- **O1:** At least 80% of graduates admitted to supervised practice will rate their preparation by the program to be satisfactory or better.
- **O2:** At least 80% of graduates will receive "satisfactory" ratings or better on their preparation and performance from their supervised practice program (DI) director and/or preceptors.
- **O3:** At least 80% of program graduates will rate program quality as satisfactory or better in preparing them for advanced studies or employment. (**Program Specific Goal**)

ADMISSION TO THE DIDACTIC PROGRAM IN DIETETICS

The Bitonte College of Health and Human Services requires a 2.0 or better GPA for students to select majors in programs that reside in the college. Students who achieve GPA's > 2.0 and earn better grades in the science foundation courses tend to be more successful in completing the dietetics degree and working toward credentialing and licensure in dietetics. Conditionally admitted students are not eligible for the BSAS-Dietetics program.

ESTIMATED PROGRAM COSTS

In-State Tuition \$8,899 for 12-18 (full-time) semester hour. For student who qualify for the Affordable Tuition Advantage (Affordable Tuition Advantage rate is offered to students from the following counties: Allegheny, Armstrong, Beaver, Butler, Clarion, Crawford, Erie, Fayette, Forest, Greene, Indiana, Jefferson, Lawrence, Mercer, Venango, Warren, Washington and Westmoreland counties in Pennsylvania; Chautauqua County in New York; and Brooke, Hancock, Marshall and Ohio counties in West Virginia), tuition = \$9,259, and for Out- of-State students, the cost is \$14,899.

JUNIOR YEAR	\$\$\$
Books*	600
AND membership –Annual (June to May) (Optional), <i>Includes State Dietetic Affiliate membership</i>	58
Uniform & shoes – Food Service Safety apparel for food labs	100
Student in Dietetics Membership (Optional)	10
Software – The IT department at YSU provides lists of compatible/recommended software for YSU LMS and tech requiriements. https://ysu.edu/it-customer-services/hardware-software	Varies
Dietetics Software is sponsored by the program on dedicated computers in the Dietetics Resource Center	0
SENIOR YEAR	
Books*	400
AND membership –Annual (June to May) (Optional) <i>Includes State Dietetic Affiliate membership</i>	58
Student in Dietetics Membership (Optional)	10
POST-GRADUATE	
Dietetic Internship (DICAS) Application Fee – Initial Application	45
Each additional application	20

*YSU participates in textbook savings initiatives that include lowered costs for electronic textbooks and textbook rental. First-Day- Ready is a program that rolls book costs into tuition an

DIDACTIC PROGRAM IN DIETETICS PROGRAM POLICIES

DPD1: Admission Policy

Students must meet admission criteria for the university and the Bitonte College of Health & Human Services. Transfer students must complete the YSU-Intra-University Transfer Form (Appendices) to change the official major to BSAS - Dietetics.

DPD2: Grade Requirements

A grade of "C" or better is required for all Core Dietetics coursework (FNUT courses), and while a "C" or better is preferred in the General Education Requirements and Elective courses, but the minimum of a "D" is acceptable in all Gen Ed Domains, per State of Ohio guidelines.

DPD3: Retention and Remediation Policy

The four categories of academic standing at YSU are: Good Standing, Warning, Probation, and Suspension. These signify a student's progress toward graduation and provide an opportunity for making improvements and achieving academic success. "Warning" and "Probation" indicate that grade standards are not being met. An advisor's approval of course load is required prior to continuing studies at the University. "Suspension" means that a student must separate from the University for a period of time (a semester or a full academic year). Students should not expect to be reinstated after two suspensions unless the College Dean agrees that extraordinary conditions or circumstances have occurred.

Academic standing is based upon the total earned hours (TEH) completed, including accepted transfer hours. YSU requires all students to have a cumulative GPA of 2.00 to be in good standing.

A student who fails core dietetics coursework more than once, in any domain, must meet with the Program Director and the instructor to plan remediation.

- May repeat the courses when next offered or pre-arrange to take FNUT 4895 - Directed Individual Study with a qualified dietetics faculty member if time is of the essence (graduation delayed if not completed).
- May be counseled to consider another major if remediation fails.

Students may be referred for Academic Advising in the Dean's office and/or Career Counseling, the YSU Center for Student Progress for tutoring and Study Skills Development, the YSU Writing Center, and other YSU student resources when non-academic issues have a larger impact on student performance.

DPD4: Disciplinary & Termination Policy

Students who are alleged to have violated YSU Student Conduct and/or Academic Codes must meet with the Program Director and/or Department Chairman. If there is evidence of egregious violation(s), the student may be referred to the Student Conduct Process, which may result in suspension or termination from the program and/or the university.

YSU Student Conduct Code: <https://ysu.edu/student-conduct/code-of-conduct>

YSU Academic Integrity: <https://ysu.edu/student-conduct/academic-integrity>

Students should be aware that although having a felony record may not prevent enrollment at the university or in the dietetics program, this can create obstacles for students applying for supervised practice, credentialing, licensure, or future dietetics employment in facilities with protected populations.

DPD5: Candidacy for a Degree

To be eligible for graduation with the DPD degree, the following three requirements must be fulfilled:

Graduation application: You must complete a graduation clearance with the Dean's Office Academic Adviser tasked with clearing Dietetics graduates, and file a Request for Graduation Evaluation form. It is recommended that students meet with an Academic Advisor in the College Dean's office after the completion of 100 semester hours for the baccalaureate degree (Junior year). Once you have been deemed on track for graduation and have a flight plan for remaining coursework, follow the plan.

In the semester you plan to graduate, you will need to file an Application for Graduation form with the Office of Student Records by the deadline indicated in the University Academic Calendar (<http://cms.ysu.edu/administrative-offices/registrar/graduation#Instructions>). It is the student's responsibility to make certain all degree requirements are completed, including: 1) University-level, 2) College, and 3) Departmental graduation clearance processing, all core courses, as well as the minimum 120 credit hours required in the program curriculum.

Residency: The last 30 semester hours leading to the DPD baccalaureate degree must be completed at Youngstown State University. For students who transfer from other education institutions, a minimum of 16 hours of credits comprising the major in the baccalaureate degree must be earned in residence. A minimum of 21 semester hours of upper-division credits for the baccalaureate degree must be earned in residence. Exceptions must be approved by the Office of the Provost.

Grades: The cumulative point average must be at least 2.00 at the time candidacy is approved, and at the time the degree is granted. Students may repeat courses they have not passed (at YSU) for a passing or better grade. Repetition is not allowed merely as a means of boosting GPA.

The Dietetics Baccalaureate Degree: A minimum of 120 semester hours must be successfully completed to earn the DPD bachelor's degree. It is anticipated that students entering the Junior year of the DPD Program will complete the remaining degree requirements within 150% of the anticipated time to completion. This translates to 3 years. The following requirements must also be fulfilled for a baccalaureate degree:

Course Levels: YSU guidelines for baccalaureate programs require that at least 60 semester hours of program requirements must be completed in courses numbered 2600 or higher; at least 39 of these 60 hours must be in courses numbered 3700 or higher.

General Education Model: Students must complete Core courses that include 2 English and 1 Mathematics course, as well as 2 courses in each of the following domains: Arts & Humanities, Social & Behavioral, and Natural Sciences. Three (3) additional electives in any domain are required, with CMST 1545 or CMST 2620 recommended as one of them.

Courses in the Natural Sciences domain must include at least one lab course. This totals to about 12 courses. Some majors require completion of additional foundation courses, for example, dietetics requires courses in Anatomy and Physiology and Chemistry which may be covered in the Natural Sciences domain, and Microbiology which is not.

Majors: The DPD major consists of at least 30 semester hours of an approved set of core courses. All grades in the major must be "C or better". The DPD major must be declared by the time a student has completed 63 semester hours. *The DPD Baccalaureate Degree - maximum time to degree completion is 3 years as a full-time, continuously active student in the major.* Early consultation with the DPD Program Coordinator is strongly recommended. Freshmen and sophomores may not register for courses without advisement by the DPD program coordinator or other Food and Nutrition full-time faculty. Juniors and Seniors are encouraged to seek advisement each semester to ensure that they are informed of curricular scheduling changes or ensure that any transferred credits have been counted.

Minors. A minor is an intellectual venture that broadens and deepens the student's intellectual growth. A minor consists of at least 12 hours of an approved set of courses. All grades earned in the minor must be "C" or better. Courses taken under the Credit/No Credit option may not be counted toward the minor. Upper- division courses must comprise at least 1/3 of the credit hours in the minor. **An individualized minor** may be developed and approved through the Individualized Curriculum Process (ICP). Transfer students may also use the ICP process for approval of a minor course of study. A minor is designated on the student's transcript at the time the degree is awarded. The department in which the student receives the major certifies completion of a minor. Certification will be guided by the description of minors published in the Undergraduate Catalog (<https://catalog.ysu.edu/programs/>).

DPD6 – Prior Learning Assessment

The university publishes a Prior Learning Assessment (PLA - <https://ysu.edu/prior-learning-assessment>) application process and approved crosswalks. PLA is the evaluation and assessment of an individual's life learning for college credit, certification, or advanced standing toward further education or training. Before seeking credit for Prior Learning, please make an appointment and meet with the PLA Coordinator or a designated PLA Committee Member (see the [PLA webpage](#) on the YSU website for contact information).

YSU-PLA includes options such as:

- *Portfolio-based Assessments—Evaluations of student portfolios.*
- *American Council on Education (ACE) Guides—Published credit recommendations for formal instructional programs offered by non-collegiate agencies, both civilian employers and the military*
- *College Level Examination Program (CLEP) Exams—Tests of college material offered by the College Board*
- *DSST Credit by Exam Program—Formerly known as the DANTES Program, owned and administered by Prometric, tests knowledge of both lower-level and upper-level college material through 38 exams.*
- *Evaluation of Local Training—Program evaluations done by individual departments of non-collegiate instructional program.*
- *Challenge Exams—Tests developed by one of the Colleges on campus to verify learning achievement.*

DPD7 – Student Complaints

Students in the YSU-DPD program who have complaints regarding specific issues relating to the DPD program may submit a complaint in writing to the DPD Director, the Human Performance and Rehabilitation Sciences Department Chair, the Office of the YSU Provost or ACEND (<https://www.eatrightpro.org/acend>). If the student submits the complaint or grievance and the program director and student are unable to resolve the complaint, the complaint will then be forwarded to the Department Chair, then subsequently to the University Provost, and then ACEND if yet unresolved.

Complaints about DPD Program: The Accreditation Council for Education in Nutrition and Dietetics (ACEND) has established a process for reviewing complaints against accredited programs in order to fulfill its public responsibility for assuring the quality and integrity of the educational programs that it accredits. Any individual, for example, student, faculty, dietetics practitioner and/or member of the public may submit a complaint against any accredited program to ACEND at the following link:
<https://www.eatrightpro.org/acend/public-notice-and-announcements/filing-a-complaint-with-acend>.

Students who wish to register a complaint for any of the following reasons may access the YSU reporting system
(https://cm.maxient.com/reportingform.php?YoungstownStateUniv&layout_id=2):

Academic Complaints may be related or unrelated to grades, against programs, departments or divisions Discrimination, Harassment or Retaliation, Tuition Appeals and Non-Academic Complaints

Students may also complain to External-to-YSU entities about their educational concerns: Chancellor for the Ohio Department of Higher Education:

<https://www.ohiohighered.org/students/complaints>

DPD8 – Travel, Insurance and Liability

The DPD program defers to the YSU Policy on Student Travel for Off-Campus Activity (locally, nationally and internationally). Students must provide the Instructor authorized to conduct/supervise the field trip, experiential learning or study abroad assignment with a signed waiver:

https://ysu.edu/sites/default/files/procurement_services/STUDENT%20WAIVER%20and%20ASSUMPTION%20OF%20RISK%20FORM.pdf

A designated trip leader must complete a Student Authorization to Travel Form and obtain appropriate levels of approval a minimum of five (5) business days before domestic travel. International travel requires approval a minimum of thirty (30) days before travel.

Forms that will need to be submitted include:

- *Student Travel Checklist*
(https://ysu.edu/sites/default/files/procurement_services/Youngstown%20State%20University%20Student%20Travel%20Checklist.pdf)
- *Student Authorization to Travel Form*
(https://ysu.edu/sites/default/files/procurement_services/Authorization%20to%20travel.pdf)
- *Student Emergency Medical Treatment Form*
(https://ysu.edu/sites/default/files/procurement_services/Emergency%20Med%20Treatment%20Form.pdf)
- *Student Waiver and Assumption of Risk*
(https://ysu.edu/sites/default/files/procurement_services/STUDENT%20WAIVER%20and%20ASSUMPTION%20OF%20RISK%20FORM.pdf)

DPD9 – Student Illness and Injury at Off-Campus Facilities

Students who become ill or injured at an arranged off-campus facility visit will be treated as they would an employee of the facility. However, any expense not covered by the student's health insurance coverage, incurred as a result of the incident, will be the responsibility of the student.

All F-1 and J-1 International students are required to purchase the YSU International Student Health Insurance Plan as a condition of enrollment at the university and will not be permitted to waive the coverage.

DPD10 - Experiential Learning – Affiliate Site Agreements

The YSU-DPD does not provide Experiential Learning or Supervised Practice. Students wishing these experiences may apply to Dietetics Internships or Dietetics Future Model Programs. Juniors and Seniors completing the YSU-DPD are offered Observational and Simulated Experiences via Capstone projects or other course assignments that are administered by the course instructor(s).

Observational experiences require the students to make scheduled visits to Internal and External Affiliate sites where Dietetics Scope of Practice elements are performed by appropriately qualified and credentialed practitioners.

External Sites are those not located on the YSU campus and/or not University-governed. Current Affiliation Agreements are maintained with them for the duration of student experiences. An Internal Site refers to facilities located on campus or being administered by YSU. Youngstown State University does not require Affiliation Agreements with internal entities accepting students for Observational Experiences.

Internal Affiliate Sites selection criteria:

- *The Internal Sites utilized for Observational experiences may be managed by other than Dietetics Professionals since the students will be supervised by the course instructor who is required to be a Credentialed Dietetics Professional.*
- *The Sites must be able and willing to provide observational experiences for the YSU-DPD students:*
 - *For a defined number of hours – single visit, weekly, or other as pre-arranged (agreed upon by the student, authorized facility representative, and DPD Capstone Instructor)*
 - *Communicate/respond promptly with students, instructors, DPD Director, and/or University Administrators if necessary*
 - *Report any safety concerns, illness, or conduct unbecoming of students to the course instructor or DPD Director.*

External Affiliate Site selection criteria:

- *The Site must be in good standing with State and Federal agencies that govern the services provided at the facility. Licenses and Certifications must be current, and the facility cannot be in violation or on probation for violations.*
- *The External Site has provided a signed Affiliation Agreement with Youngstown State University for a defined period when students may visit the site (semester, year or multi-year). If the External Sites have their own pre-existing Affiliation Agreements, the agreements must be reviewed and approved for use by YSU General Counsel before being enacted.*
- *The Site provides services that are managed by an RDN and/or NDTR, appropriately qualified, currently credentialed, and licensed to supervise the work being carried out.*
- *The Dietetics Professionals and the employees they supervise must be able and willing to provide observational experiences for the YSU-DPD students:*
- *For a defined number of hours – single visit, weekly, or other as pre-arranged*

(agreed upon by the student, authorized facility representative, and DPD Capstone Instructor)

- *Communicate/respond promptly with students, instructors, DPD Director, and/or University Administrators if necessary.*
- *Report any Safety concerns, Illness or Conduct unbecoming of students to the course instructor or DPD Director.*

DPD11 – Student Leave of absence

Students wishing to take a leave of absence, i.e., not enrolling in program required coursework for at least 2 consecutive semesters, must inform the Program Director in writing, listing the semesters for which they anticipate absence.

Maternity/Paternity Leave, Military Obligations or Medical Leaves may not exceed 2 years, after which the student may be required to reapply to the program and the university for readmission. If requesting an extended leave of absence, please provide additional documentation from your health care provider or Military orders to support your application.

DPD12 - Accessing Student File

Students may access their personal printed educational records from their departments, in person, with a valid photo ID. Records may not be removed from the file, altered or the file removed from the office, but upon written request, copies of enclosed documents will be provided. All students may access their transcripts online via the Banner student portal. Students may complete an Education Records Release Proxy if they wish to have their records accessed by other individuals.

(https://ssb.oci.yasu.edu/petessb/bwqkprxy.P_ProxyLogin). For more information on this process, students may contact the Office of the Registrar at (<https://yasu.edu/office-registrar>)

DPD13 – Student Resources

A variety of services are provided by the university, free of charge, to support students and promote academic success. Information about non-academic student services and resources can be found at the following links:

<https://yasu.edu/first-year-student-services>

<https://catalog.yasu.edu/undergraduate/general-information/student-services/campus-services/>

<https://yasu.edu/accessibility-services>

<https://yasu.edu/student-counseling-services>

<https://yasu.edu/resch-academic-success-center>

<https://yasu.edu/office-career-exploration-and-development>

<https://yasu.edu/student-success/academic-advising>

DPD14 - Transfer Students

Transfer students must meet with the DPD Program Director for advising so that a completion path may be mapped out with due consideration of applied transfer credits and PLA. For dietetics core coursework to transfer into the YSU-DPD curriculum, the coursework must have been completed at an ACEND-accredited equivalent program or evaluated by the program director for completion of current ACEND knowledge and competency requirements. Courses completed > 7 – 10 years before current enrollment may not transfer seamlessly, as accreditation requirements may have changed significantly within that time period to match profession-related trends and practice requirements.

DPD15 - Selecting the DPD-MHHS 4 + 1 track

Students who wish to pursue the BSAS-Dietetics – Master’s in Health and Human Services track option at YSU should follow the DPD curriculum sequence until admitted to the DPD-MHHS 4 + 1 track. The entire track is stretched over 5 – 5.5 years, so core dietetics courses must be completed through the suggested Junior year in the program before 2 – 3 Masters level courses are taken in the Senior undergraduate year. In 1 – 1.5 additional years (post DPD degree), taken full-time (9 s.h. per semester), the MHHS may be completed, including any required MHHS Internship hours. The MHHS track internships are not equivalent to Dietetics Supervised Practice and would not count toward eligibility for the RDN credential.

The MHHS track options (<https://catalog.ysu.edu/graduate/graduate-programs/master-health-human-services/#degree requirement text>) are as follows:

- Health Promotion (18 s.h. core + 11 – 12 s.h. of electives, including a 2-3 s.h. internship)
- Health Informatics (18 s.h. core + 11 – 12 s.h. of electives, including a 2-3 s.h. internship)
- Health Care Administration (18 s.h. core + 14 – 15 s.h. of electives, including a 2-3 s.h. internship)

DPD16 – Verification Statement

Upon completion of all requirements for graduation from Youngstown State University’s Didactic Program in Dietetics, and once the degree has been posted to the student’s official transcript by the university, graduates will be issued a Verification Statement by the DPD Program Director. Each graduate will receive 5 original copies of the statement, one for your records and the others for use in applying for supervised practice, the RDN or NDTR examinations, and licensure. An electronic copy of the signed statement is also provided to facilitate electronic applications. An original signed Verification Statement

for each YSU-DPD program graduate is kept in Dietetics program records in perpetuity. At any point in the future, a graduate who needs additional copies of their Verification Statement may request them by contacting the current Didactic Program in Dietetics Program Director.

APPENDICES

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PROGRAM FULL-TIME FACULTY AND CONTACT INFORMATION

Zara Rowlands, PhD, RDN, Professor
Didactic Program in Dietetics Director

Phone: 330-941-2021 Email: zcshah@ysu.edu

Education & Qualifications:

Howard University: BS, Food and Nutrition, 1991. Howard University: MS, Nutritional Sciences, 1995.

Florida International University, PhD, Dietetics and Nutrition, 2003. RDN Credential – October 1995 – current.

Course Responsibilities:

FNUT 1551 – Normal Nutrition (General Education Course Coordinator) FNUT 2600 – Orientation to Dietetics FNUT 2640 – Nutrition Education and Counseling Skills Development FNUT 2641 – Diet Prescriptions and Interventions FNUT 3735 – Nutritional Biochemistry	FNUT 3759 – Advanced Nutrition FNUT 3760 – Medical Nutrition Therapy 2 FNUT 4860 – Medical Nutrition Therapy 3 FNUT 4802/L Research Methods in Dietetics & Lab FNUT 4875 – Directed Individual Study FNUT 5801 – Nutrition Assessment for Athletics, Fitness and Rehab
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Jeanine Mincher, PhD, RDN, Professor
MPH-DFM Director

Phone: 330-941-3346 Email: jlmincher@ysu.edu

Education & Qualifications:

Youngstown State University, BSAS, Coordinated Program in Dietetics Kent State University, MS, Health Education
Kent State University, PhD,

Course Responsibilities

FNUT 1553/L – Food Science and Management & Lab FNUT 2640 – Nutrition Education and Counseling Skills Development FNUT 4874/L – Community Nutrition and Wellness & Lab FNUT 4875 – Directed Individual Study	FNUT 4895 – DPD Capstone FNUT 4885 – Practicum in Dietetics FNUT 5825 – Current Concepts in Nutrition HAHS 5875 – Interprofessional Education for Health Professions FNUT 5850 – Sports Nutrition Practicum
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Regular Part-time Dietetics Faculty

Kate Cathcart, MS, RDN - FNUT 3735, 3761

Matthew Good, MS, RDN - FNUT 1551, 4872, 4873

Donna Kopas, BS, RDN - FNUT 1551

Jessica Romeo, MS, RDN - FNUT 1551, 4810/4810L, 5862/5862L

Lynn Seymour, BS, RDN - FNUT 1553L

Bitonte College of Health and Human Services - Department of Human Performance & Rehab Sciences

PROGRAM REQUIREMENTS FOR: DIDACTIC PROGRAM IN DIETETICS (2026 – 2028)

SUGGESTED 4-YEAR SEQUENCE OF COURSES Program Requires 120 s.h.

1st Year - Fall					1st Year - Spring				
Prefix	#	Name	SH	GR	Prefix	#	Name	SH	GR
CHEM	1510	Allied Health Chem	4		FNUT	2600	Orientation to Dietetics	1	
CHEM	1510L	Allied Health Chem Lab	1		BIOL	1545	Anat & Phys/Allied Health	4	
CMST	1545	Communication Foundations	3		BIOL	1545L	Anat & Phys/Allied Health Lab	1	
ENGL	1550	Writing 1 (or ENGL 1549+C)	3		AHLT	1501	Medical Terminology	3	
FNUT	1551	Normal Nutrition	3		PSYC	1560	Intro to Psychology	3	
YSU 1500 or HNRS 1500		First Year Experience (or HNRS for Honors Students)	1		ENGL	1551	Writing 2	3	
			15					15	

2nd Year - Fall				2nd Year - Spring			
Prefix #	Name	SH	GR	Prefix #	Name	SH	GR
FNUT	1512	Food Safety & Sanitation	2	FNUT	2612	Food Systems	3
FNUT	1553	Food Science Mgt	3	FNUT	2612L	Food Systems Lab	2
FNUT	1553L	Food Science Mgt Lab	1	FNUT	2640	Nutr Ed & Counseling Skills	3
FNUT	2652L	Nutrition Assessment	1	FNUT	2641	Diet Prescripts/Intervention	2
ACCT	1503	Elementary Accounting	3	FNUT	3735	Nutr Biochemistry	2
STAT	2625	Statistics (6 sh with support)	4 - 6	AHLT	2603	Intro to Pharmacology	3
			14 - 16				15

Apply for Graduation Evaluation in Dean's Office

3rd Year – Fall				3rd Year – Spring			
Prefix #	Name	SH	GR	Prefix #	Name	SH	GR
FNUT	3759	Adv Nutrition & Metabolism	3	FNUT	4802L	Research Methods Lab	1
FNUT	3760	Medical Nutrition Therapy 2	3	FNUT	4810	Experimental Foods	2
FNUT	3761	Sci of Nutrition in Exercise	3	FNUT	4810	Experimental Foods Lab	1
FNUT	4802	Research Methods	2	FNUT	4860	Medical Nutrition Therapy 3	3
SOC	1500	Sociology	3	AHLT	4810	Mgt for Health Professions	3
HIST	2650*	Hist of American Democracy	3	BIOL	1560	Intro to Microbiology	3
<i>*Mandated by state of Ohio</i>				BIOL	1560L	Intro to Microbiology Lab	1
			17				14

Apply for Graduation Clearance in the Dean's Office

4th Year – Fall				4th Year – Spring			
Prefix #	Name	SH	GR	Prefix #	Name	SH	GR
FNUT	4858	Food Service Management	4	FNUT	4872	Maternal & Child Nutr	2
FNUT	4895	DPD Capstone	3	FNUT	4873	Nutrition and Aging	2
HAHS	5875	Interprofessional Education	3	FNUT	4874	Community Nutr/Wellness	3
ALCS	1503	Aging & Society	3	FNUT	5862	Food and Culture	2
	A & H Elective	3		FNUT	5862L	Food and Culture	1
				FNUT	5825	Current Concepts in Nutr	3
				Elective	Student Choice	1	
			16				14

The DPD Program requires 120 s.h. of Coursework indicated above

General Education Requirements											
Arts & Humanities			Social Sciences			Natural Sciences			Social & Behavioral		
Prefix	Number	GR	Prefix	Number	GR	Prefix	Number	GR	Prefix	Number	GR
HIST	2650		PSYC	1560		CHEM	1510		FNUT	1551	
			SOC	1500		CHEM	1510L		PHLT	1531	
						BIOL	1545				

Required Hours for the Major	81
Required Upper-Division Hours for the Degree	43
Total Hours Required for the Degree	120

DPD - DIETETICS COURSE SCHEDULING

Sem*	Course #	Course Name	Pre-requisites
F,S,X	FNUT 1551	Normal Nutrition	
F	FNUT 1553	Food Science & Mgmt. Prin.	
F	FNUT1553L	Food Science & Mgmt. Prin. Lab	FNUT 1553 or concurrent
S	FNUT 2600	Orientation to Dietetics	Pre-dietetics major
S	FNUT 2612	Food Systems	FNUT 1553 & 1553L
S	FNUT 2612L	Food Systems Lab	concurrent w/FNUT 2612
S	FNUT 2652L	Nutrition Assessment. Lab	FNUT 1551 or concurrent
S	FNUT 2640	Nutr Ed & Counseling	FNUT 2652L
S	FNUT 2641	Diet Prescriptions	FNUT 2652L
S	FNUT 3735	Nutritional Biochemistry	CHEM 1510/L
F	FNUT 3759	Advanced Nutrition	FNUT 3735
F	FNUT 3760	Medical Nutrition Therapy 2	FNUT 2652L, 2641
F	FNUT 3761	Science of Nutrition. In Exercise	FNUT 3735
F	FNUT 4802	Research Methods in Dietetics	STAT 2625
S	FNUT 4802L	Research Methods in Dietetics Lab	FNUT 4802 or equivalent
S	FNUT 4810	Experimental Foods	FNUT 1553
S	FNUT 4810L	Experimental Foods Lab	FNUT 4810 or concurrent
F	FNUT 4858	Foodservice Systems Mgt.	FNUT 2612 & 2612L
S	FNUT 4860	Medical Nutrition Therapy 3	FNUT 2652L, 2641
S	FNUT 4872	Maternal & Child Nutr.	FNUT 2641
S	FNUT 4873	Nutrition & Aging.	FNUT 3760
S	FNUT 4874	Community Nutrition & Wellness	FNUT 3760
F	FNUT 4895	DPD Capstone	FNUT 4858, 4860, 4874
F	FNUT 5825	Current Nutrition Concepts	FNUT 4802
S	FNUT 5862/L	Food and Culture & Lab	SOC 1500

*Semesters: F=Fall; S=Spring; X=Summer

ACADEMIC AND PROGRAMMATIC ADVISEMENT

The Registrar sends a university-wide email each semester to urge students to seek advisement for registration for the following semester (March for Fall and Summer registration, and October for Spring registration). Open registration begins in April for Fall and Summer sessions, and in November for Spring sessions.

The Advising model at YSU assigns an Academic Adviser to each student; however, Dietetics Faculty function as Programmatic advisers. It is recommended that you use both. Students in the freshman and early sophomore years may benefit from Academic advisement as they complete the General Education requirements and non-dietetics prerequisites; however, as students advance into the sophomore, junior, and senior years in the program, core coursework must be sequenced correctly, and students may be mentored to support post-graduate career goals.

Review the curriculum sheet for the program requirements and check off the courses you have taken when you have obtained passing grades for them.

- *Check the prerequisite courses for the courses you wish to take in the following semester. A passing grade of "C or better" is required for specific courses and Core courses in the major.*
- *Pay attention to when courses are offered. Some courses are only offered once per year. Most core dietetics courses are not offered in the summer sessions.*
- *Follow the advice of your dietetics advisor. To graduate in the most efficient timeline and avoid scheduling errors, follow the course plan your advisor provides.*
- *You may not take a course and its prerequisite (s) concurrently for a simple reason – the prerequisites provide you with foundation knowledge and skills that will enhance or facilitate your ability to be successful in the desired course.*
- *If you did not pass a prerequisite course, you will not be allowed to take subsequent courses in that domain. Telling your advisor that you are scheduled to graduate in a given semester will not make it happen without you passing your program coursework.*

Your advisement session allows you to discuss your progress toward graduation with your advisor. A good advisor can advise you on minors or Certificate programs that may support your career goals, provide tips to help you navigate toward your graduation. *While you may desire to have others sit in on advising, faculty advisers must adhere to FERPA to protect your confidential information*

FERPA - Family Educational Rights and Privacy Act of 1974

While we are happy to meet parents and significant others who may accompany you, please be advised that Federal Regulations are specific about what information may be shared with them, even in your presence. Without written authorization from you that allows them to sit in on and contribute to meetings and advisement sessions between you and your instructors or advisors, those who accompany you will need to remain in a separate waiting area. The Family Educational Rights and Privacy Act (FERPA) of 1974 may be viewed at the following link: <https://ysu.edu/registrar/ferpa>.

Please be aware that this also applies to phone conversations. Without proper verification of student identity, faculty or the program director will not discuss confidential student information over the phone.

REGISTRATION FOR COURSES

You may register online using the current registration instructions and links provided by the registrar's office on your Student Portal. The program director or faculty advisor cannot register a student for a course at YSU. This is a legal and financial decision that must be undertaken by the student or an authorized designee. If you require assistance in finding information about course offerings and prerequisites or need help using Banner for registering, there are peer counselors available at the Resch Academic Success Center, (330-941-3538) or at the Penguin OneStop in Meshel Hall.

REGISTRATION OVERRIDES

Overrides allow student registration for courses when university policy and the Banner system safeguards prevent it. Here are some of the more common overrides. Overrides must be approved by your advisor or program director.

Override	Valid reason for providing an override
Pre-req or test score	Student is currently enrolled in the pre-req and passing the course. Student has transferred to YSU and the system does not recognize the transferred pre-requisite course.
Special Approval	The course is restricted to a specific program or purpose. The course must be taken with permission from a program director or the department chair. This course must be taken after completion of specified courses or attaining a designated class rank.
Program Restriction	The course is restricted to a specific program. The course is may be at the graduate level and requires special permission.
Time Conflict	A student is graduating and must take two courses that overlap by a short amount of time (15 minutes or less). Special permission from the course instructor, program director and department chair are required.
Capacity	Class is closed and the student needs the specific section/date/time. Sometimes this is not possible due to fire safety codes related to room capacity. This is often true for labs. To avoid this issue, register as early as possible so you can get the section/day/time you prefer. Special circumstances such as Military Obligations, Medical reasons, or Disability, etc. may apply.

DIETETIC INTERNSHIPS (Supervised Practice)

DPD graduates may apply for Supervised Practice through ACEND-accredited Dietetic Internships. In order to be eligible to take the RD Exam, grads must complete an accredited internship. Although other entities may offer “Nutrition” experiences and internships, unless it is approved and accredited by ACEND, it will not provide the documented experiences, skills, and competencies that are required by CDR for Registered Dietitians.

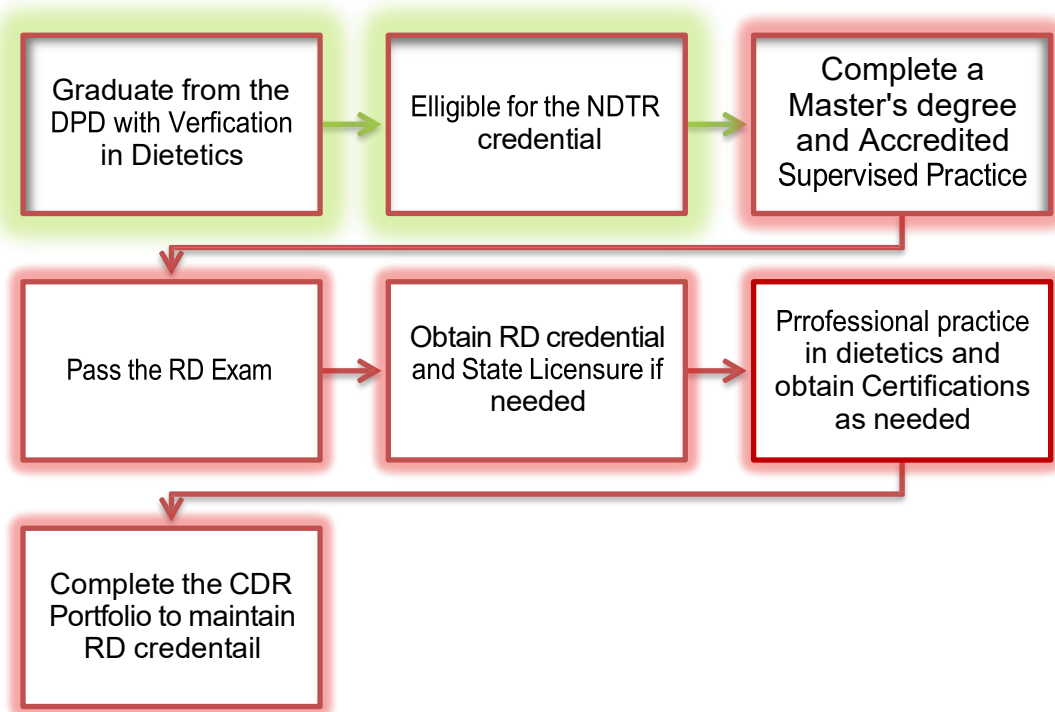
ACEND-Accredited Dietetic Internships

Post bachelor’s — at least 1,000 hours of supervised practice only for RDN eligibility are required (must complete DPD and at least a bachelor’s degree before entry). Some programs offer a graduate degree in conjunction with supervised practice. Please visit the following website for more specific information about the dietetic internship application process:

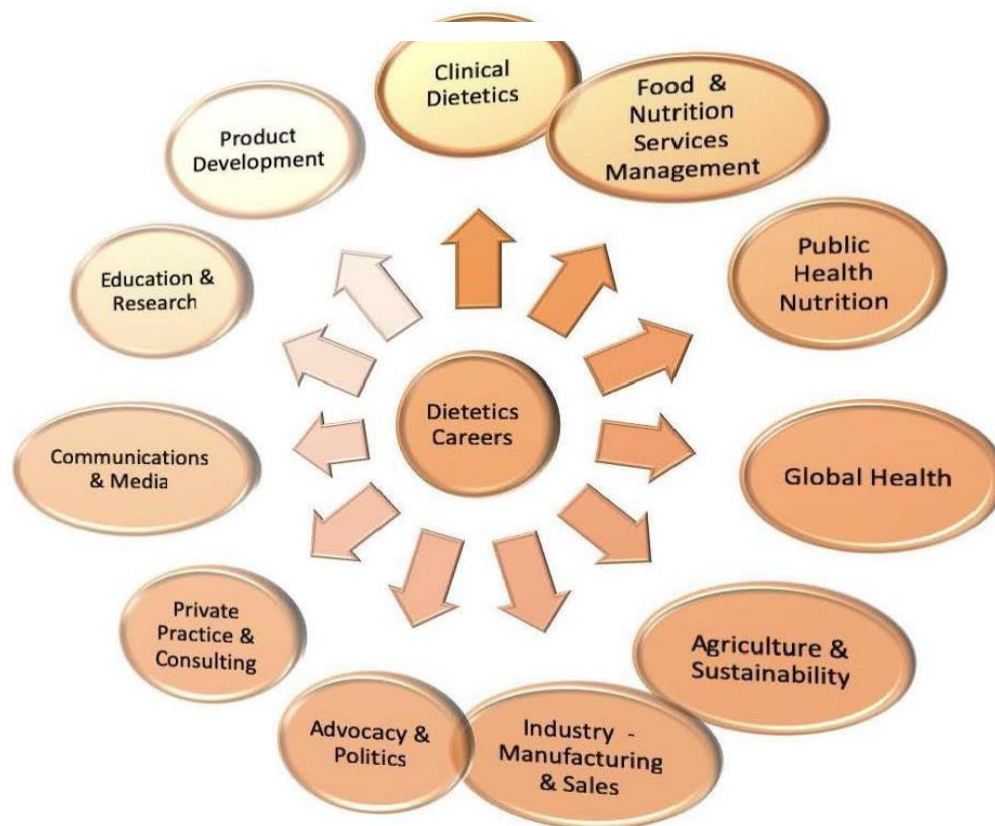
<https://www.eatrightpro.org/acend/students-and-advancing-education/application-process-for-students>

- If you need assistance with the centralized application, please contact DICAS customer support at 617/612-2855 or dicasinfo@dicas.org.
- If you need assistance with computer matching, please contact D&D Digital customer support at 515/292-0490 or Info@dnddigital.com.
- If you have any general questions about applying to dietetics programs, contact ACEND@eatright.org.

DIETETICS EDUCATION AND CREDENTIALING PATHWAY



DIETETICS PRACTICE – POTENTIAL CAREER PATHS.



DIETETICS CREDENTIALING

DPD graduates may seek two dietetics-related credentials that govern their practice in the profession:

Nutrition/Dietetic Technician, Registered (NDTR) – the DPD grad is eligible for this credential with no additional training or education. Once a Verification Statement from the DPD is granted, the DPD graduate may apply for NDTR eligibility by contacting the DPD director and providing the following:

- *Application containing post-grad contact information*
- *An official transcript from the degree-granting institution*

Registered Dietitian/Nutritionist (RDN) – the DPD graduate must complete additional education and training to be eligible for the RDN credential. Beginning January of 2024, completion of a minimum of a Masters will be required for eligibility for this credential. ACEND does not specify the content of the advanced degree. Students should consider the career path they wish to pursue in selecting one.

DIETETICS LICENSURE

The Registered Dietitian Nutritionist Credential is earned by passing the credentialing exam administered by the Commission on Dietetic Registration (CDR). Starting January 1, 2024, the CDR requires a minimum of a master's degree and 1000 hours of Supervised Practice to be eligible to take the credentialing exam to become a registered dietitian nutritionist (RDN). For more information visit [CDR's website](#).

Accredited Dietetics education programs must report to ACEND on the RD Exam Pass Rate for students graduating from each program. Students passing the exam on their first try is the desired goal. The exam covers all domains of the dietetics core curriculum and is computer-based. Study guides may be purchased from AND or from private RD Exam prep providers. YSU has purchased Visual Veggies RD and DTR Exam Prep software so that graduates of our programs may use to study and practice taking the exam. Contact the program director for access.

The requirements for Licensure as a Dietitian in Ohio are described in Section 4759.06 to 4759.061 of the [Ohio Revised Code](#). Graduates who have passed the Dietetic Registration exam administered by CDR may apply for licensure in the state of Ohio. A Limited Permit license is available for individuals who have met academic and pre-professional requirements and are planning to sit for the next available examination. For more detailed information on applying for dietetic licensure in the State of Ohio, please visit: <https://med.ohio.gov/Apply/Dietitian-LD>.

DIETETICS SCOPE OF PRACTICE

There are guidelines for the level and skill sets that may be practiced depending on credentials earned. Nutrition and Dietetics Technicians, Registered (NDTR) are not allowed to perform at the same level of dietetics practice as Registered Dietitian Nutritionists (RDN). Scope of Practice guidelines for RDNs and NDTRs can be found at: <https://www.eatrightpro.org/practice/practice-competence/scope-and-standards-of-practice>.

The RDN credential qualifies the practitioner to work in all domains of dietetics – Clinical, Foodservice, Community, Research, and Leadership/Management. Certifications may allow the practicing RDN to work in advanced areas of practice. State Licensure laws may also govern Scope of Practice: Medical Nutrition Therapy and Pharmacotherapy, Administration and Leadership, Global, Community and Public Health services, Research, Counseling/Behavior Modification, etc.

The NDTR credential limits the level of practice and the types of work activities that the practitioner may engage in: Nutrition & Health screening or monitoring, Farmers' Markets, Community Assistance, Food Label Reading, Cooking Demos and Training, etc.

ACADEMY OF NUTRITION AND DIETETICS (AND)

Although DPD majors don't need to join and maintain a student membership to the AND, it is encouraged. There are many benefits to being a student member, such as access to dietetics resources, information on trends and issues that influence the profession, opportunities for student members to provide input to ACEND and AND, and opportunities to participate in profession-related committees and events. Find more information on student membership at: <https://www.eatrightpro.org/membership/membership-types-and-criteria/student-member>

Membership is annual – June 1 through May 31 of the following year. Student Membership fee: \$58.00

Your annual membership also covers your membership in your State Academy of Nutrition and Dietetics, provides access to more opportunities to participate in the profession as a student, and allows access to more resources and benefits.

OHIO ACADEMY OF NUTRITION AND DIETETICS

The Ohio Academy of Nutrition and Dietetics (OAND) is an affiliate of the Academy of Nutrition and Dietetics (AND), the nation's largest organization of food and nutrition professionals. OAND was established in 1921.

https://www.eatrightohio.org/aws/OAND/pt/sp/home_page

OAND's members are highly qualified nutrition professionals including Registered Dietitian Nutritionists (RDN), Nutrition and Dietetic Technicians, Registered, (NDTR) and dietetic student members of AND. OAND members represent a wide range of practice areas.

MVAND – MAHONING VALLEY ACADEMY OF NUTRITION AND DIETETICS

The local affiliate dietetic professional organization based in the Mahoning Valley promotes the profession of dietetics, supports dietetics professionals and dietitians-in-training by providing opportunities for continuing education, service learning, and community engagement. <https://www.instagram.com/eatrightmv/>

STUDENTS IN DIETETICS STUDENT ORGANIZATION (SIDS)

The Students in Dietetics organization is a student-run organization, operating under the umbrella of Student Government at Youngstown State University. SIDS, through volunteering, activities, and events, brings attention to the Dietetics profession, the Bitonte College of Health and Human Services, and Youngstown State University. Members engage in community service, at times providing financial and physical aid or nutrition education to community organizations, serving the underserved and those in need.

https://www.instagram.com/studentsindietetics_ysu/

The organization also provides opportunities for socializing to facilitate development of peer mentoring relationships, raise funds for supporting profession-related conference attendance, and collaborate with other student organizations on campus to benefit the local community or support National or International relief efforts.

SIDS is supervised by a designated Faculty Advisor and various program faculty.

Membership and Service through the Students in Dietetics organization meets some ACEND 2022 KRDNS:

KRDN 3.2 Develop an educational session or program/educational strategy for a target population.

KRDN 4.2 Evaluate a budget and financial management plan, and interpret financial data.

KRDN 5.2 Perform self-assessment that includes awareness in terms of learning and leadership styles, and develop goals for self-improvement.

KRDN 5.5 Promote team involvement and recognize the skills of each member.

KRDN 5.6 Demonstrate an understanding of the importance and expectations of a professional in mentoring and precepting others.

CODE OF ETHICS FOR THE DIETETICS PROFESSION.

The Code of Ethics reflects the values and ethical principles guiding the nutrition and dietetics profession and sets forth commitments and obligations of the practitioner to the public, clients, the profession, colleagues, and other professionals. This code is voluntarily adopted by Nutrition and Dietetics Practitioners. Students enrolled in the YSU-DPD are expected to be aware of the elements of the AND Code of Ethics and adhere to the guidelines.

<https://www.eatrightpro.org/practice/code-of-ethics/what-is-the-code-of-ethics>

Academy members who violate the CDR certification rules, requirements, and/or policies, may be referred to the Academy/CDR Ethics Committee for investigation and potential corrective action. Actions taken under this policy do not constitute enforcement of the law. Individuals bringing complaints are not entitled to any relief or damages by virtue of this process, although they shall receive notice of the actions taken.