



UNIVERSITY OF
SOUTH ALABAMA

**University of South Alabama's
Biennial Review of the
Drug and Alcohol Abuse Prevention Program
AY 2018-2019 – AY 2019-2020**

Biennial Review Committee Membership

Dr. Chris Cleveland, Assistant Vice President of Auxiliary Services
Dr. Angela Coleman, Associate Vice-President, Institutional Effectiveness
Aimee Davis, University Police and Parking Services
Shanta Jenkins, M.S., LPC, Prevention Coordinator, UCTC
Ryan Ferguson, FNP-BC, Director of USA Student Health
Dr. John Friend, Director, University Counseling and Testing Center (Chair)
Jinni Frisbey, Associate Athletic Director and Senior Woman Administrator
Julie Barker-Hubbard, Employee Assistance Program Counselor
Cathi Jones, Assistant Director of Fraternity and Sorority Life
Dr. Michael Mitchell, Vice-President for Student Affairs/Dean of Students
Laventrice Ridgeway, M.S., Director, Office of Student Disability Services

- I. Introduction and Overview
 - a. Commitment Statement
 - b. Objectives
 - c. Office/Department Participants
 - d. Meeting dates
 - e. Committee resource

- II. Description of Alcohol and Other Drug Prevention Elements
 - a. Alcohol Free Options
 - b. Normative Environment
 - c. Alcohol Availability
 - d. Marketing and Promotion of Alcohol
 - e. Policy Enforcement
 - f. Screening, Treatment, and Referral Services

- III. Alcohol and Other Drug Prevention Program Improvements
 - a. Data Gathering and Analysis
 - b. Content and Distribution of the Alcohol and Drug Prevention Policy
 - c. Other Program Improvements

- IV. AOD Program Strengths and Weaknesses
 - a. Strengths and Positive Indicators
 - b. Weaknesses and Negative Indicators

- V. Consistency of Enforcement
 - a. Disciplinary Sanctions for Students and Employees

- VI. Plans for Future Improvements and Next Biennial Review
 - a. Plans for Future Improvements
 - b. Next Review

I. Introduction and Overview

- A. The University of South Alabama recognizes that substance abuse is a major issue affecting all aspects of our society. The University views the abuse of alcohol and other drugs as harmful to the life, safety, and orderly progress of the academic community. Responsible conduct and accountability are expected from each individual on campus. The University will address this ongoing concern through an institution-wide commitment to appropriate education, prevention, and counseling services. The University recognizes, through this policy and the programs developed to prevent illicit use of drugs and abuse of alcohol, its goal and commitment to a drug-free academic and employment environment, in accordance with the Drug-Free Schools and Communities Act Amendment of 1989 and the Drug-Free Workplace Act of 1988, and the American with Disabilities Act of 1990.
- B. In compliance with the Drug Free Schools and Campuses Regulations (EDGAR Part 86), USA's Biennial Review Committee is responsible for achieving the following objectives:
1. Determine the effectiveness of the University's drug and alcohol abuse prevention program;
 2. Ensure that the University has consistently enforced disciplinary sanctions related to drug and alcohol conduct violations;
 3. Evaluate strengths and weaknesses of the University's drug and alcohol abuse prevention program and outline strategies for program improvement.
- C. In order for the Biennial Review to be completed, the following offices were used to provide information through statistics, interviews, and online resources for the Biennial Review process: Office of the Dean of Students • Student Health Center • University Counseling and Testing Center • Office of Housing and Residence Life • Campus Recreation • Athletic Department • USA Police Department • Office of Student Conduct • Human Resources and the Employee Assistance Program • Office of Institutional Effectiveness • Division of Student Affairs
- D. The Biennial Review Committee met on 10/5/20 and 11/20/20 to achieve these objectives. In addition to the committee's formal meetings, a number of meetings between the chair and individual committee members were held throughout the review period to gather and interpret data and assess specific components of the Biennial Review.
- E. The committee used the publication entitled *Complying with the Drug-Free Schools and Campus Regulations [EDGAR Part 86]: A Guide for University and College Administrators* published by the Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention as a primary resource in completing its review.

II. Description of Alcohol and Other Drug Prevention Elements

A. Alcohol-Free Options

1. A number of alcohol-free activities are offered annually for students by the University Housing, University Programs, Jaguar Productions, Student Affairs, Campus Recreation, Department of Music, Department of Theater and Dance, and Athletics Department.
2. Service learning opportunities are provided by Student Academic Success and Office of Community Engagement.
3. Student participation in volunteer opportunities is encouraged and regularly publicized through campus-wide emails and social media platforms.
4. The University has a Student Center and Campus Recreation Center that are utilized by hundreds of students daily throughout the year. These facilities are open during evening hours and on weekends.
5. USA Campus Recreation provides open recreation opportunities, structured intramural activities, fitness activities, outdoor recreation, aquatics activities, and sports clubs, all of which allow students to develop lifetime patterns of healthful living.
6. Non-alcoholic beverages are promoted at student events.
7. The campus features hiking and mountain biking trails, a disc golf course, tennis courts, outdoor track and a 1.5-mile Jag Fitness Trail featuring an 8-foot wide crushed rock walking path and three exercise stations for core fitness, balance, flexibility, and muscular fitness and lighted for nighttime activity.

B. Normative Environment

1. The University academic schedule includes the offering of courses during evening hours on Thursdays and Fridays as well as during weekends.
2. Class attendance is encouraged as many faculty members impose an academic penalty on students for unexcused absences.
3. All University operated residence halls are substance free by policy.
4. University Counseling and Testing Center takes a primary role in planning and conducting alcohol and other drug prevention activities for students. These include but are not limited to substance abuse educational programs distribution of educational materials, screenings for alcohol problems and maintaining online resources such as alcohol assessment and personalized feedback program. Specifically:

- a. University Counseling and Testing Center provides training for new faculty and staff on how to identify and intervene with students suspected of having a mental health and/or substance abuse problem.
 - b. University Counseling and Testing Center provides training for Community Directors and Resident Assistants in University Housing & Residence Life on mental health and substance abuse issues.
 - c. The University Counseling and Testing Center Substance Abuse Prevention Coordinator provides substance abuse presentations each year, particularly for students enrolled in First Year Experience classes and various student organizations.
 - d. The University Counseling and Testing Center staff members provide mental health presentations to freshman parents, student organizations, athletes and faculty and staff groups throughout the year which include information on alcohol and drug abuse prevention and intervention programs.
 - e. The University Counseling and Testing Center Substance Abuse Prevention Coordinator promotes utilization of Alcohol eCHECKUP TO GO, a personalized evidence-based on-line prevention intervention program. Approximately 3194 students have utilized eCHECKUP TO GO during the past two years. A 2.5% increase from the last review period.
 - f. Each year, University Counseling and Testing Center and organizations such as Campus Recreation; Student Health Center; University Police; USA Housing; Jaguar Productions; VPA (Violence Prevention Alliance); Fraternity and Sorority Life; Office of Multicultural Student Affairs, collaborate in planning and implementing OktSOBERfest in connection with National Collegiate Alcohol Awareness Week with a special emphasis on encouraging student participation in attractive alcohol free activities.
 - g. University Counseling and Testing Center are available to consult with students about substance related issues as well as faculty and staff who are concerned about a student.
5. The Employee Assistance Program Counselor provides training for supervisory personnel on identifying and responding to employees suspected of having a substance abuse problem.
 6. The Employee Assistance Program Counselor is available to consult with employees about substance related issues.
 7. Students have the opportunity to serve as academic peer mentors through the Student Academic Success and Retention Department.

8. Pro-health messages are publicized by various departments and units including, Student Affairs, Campus Recreation, the Student Health Center, University Counseling and Testing Center, and the USA Health System.
9. During the month of October, the University Police Department conducts a program called “Sobriety Rewards.” During their normal patrols, police officers invite students to take a portable breath test, advising them that, if they blow under the legal limit for their age, they will receive a reward (e.g., movie ticket, car wash, oil change coupon, etc.).
10. Representatives from the University Counseling and Testing Center, Student Affairs and faculty members collaborate in conducting sexual assault prevention programs during the fall semester. While the main focus is on sexual assault prevention, these programs feature the sharing of information about the link between alcohol and drug use on sexual assault and instruction on bystander intervention.
11. Students found responsible for alcohol and/or other drug Student Code of Conduct violations, as part of their imposed sanctions, are primarily referred to the Substance Abuse Screening and Assessment Program (USASA) provided by Counseling and Testing Services. In addition, students are required to complete web-based Judicial Educator modules (i.e., Alcohol 101 and 1020 as part of their sanctions).
12. Resident Assistants in campus residence halls hold floor meetings at the beginning of each academic year to talk with residents in their respective areas about various policies, including those related to alcohol and drug prohibitions. Throughout the academic year, housing staff offer substance abuse program to include: Hall Crawl, Rethink Before You Drink, OktSOBERfest Events (supported bringing residents to events on campus), and Wake & Bake (drug awareness on campus and education).

C. Alcohol Availability

1. The University Alcohol Policy restricts the use of alcohol on campus.
2. No alcoholic beverages may be purchased through a student organization’s treasury. Student organizations desiring to have alcohol available at social functions must obtain prior approval from the Campus Involvement Office/Greek Life Office. Further, if approved there must be a designated server of alcohol; food and non-alcoholic beverages have to be made available and featured as prominently as alcohol at these events; the events cannot be advertised as “B.Y.O.B,” and the serving of alcohol has to cease at least 30 minutes before the event is scheduled to end. Additionally, advertising for the event cannot include any reference to alcohol, drinking games or any other activity that encourages the misuse of alcohol. Finally, security has to be present for the duration of the event.
3. The use of kegs and common alcohol containers on campus is prohibited.

4. Aramark, the University's food service provider, requires their employees who are involved in serving alcohol to complete the TIPS (Training in Intervention Procedures) responsible beverage service program.
5. With the exception of the Mitchell Center, Stanky Field and Hancock Whitney Stadium, alcohol is not served at on-campus athletic events.
6. Alcohol is not routinely served in any student dining facility on campus.
7. All rush activities held by Greek organizations are required to be alcohol free.

D. Marketing and Promotion of Alcohol

1. The on-campus promotion of activities or events cannot include alcohol advertising or sponsorship by alcohol marketers without the prior approval of the Vice-President for Student Affairs and Dean of Students.
2. Alcohol cannot be used as an inducement to participate in an event.
3. Alcohol cannot be portrayed as a solution to personal problems or as an enhancement to social, sexual or academic status.
4. Promotional materials cannot refer to the amount of alcoholic beverages available.

E. Policy Enforcement

1. The Police Department enforces penalties for alcohol use and/or possession by minors, sale of alcohol to minors, buying alcohol for minors, possession of fake IDs, and penalties related to illicit drug use, possession, manufacture, and distribution.
2. The Police Department conducts gate checks for public safety at the on-campus Grove Apartments intermittently to detect unauthorized persons and trespassers. During these gate checks, the Police Department remains cognizant for infractions involving alcohol and drug violations.
3. The arrest statistics for the current review period (AY 2017-2018 & AY 2018-2019), in comparison to the previous review period (AY 2016-2017 & AY 2017-2018) appear to show an increasing trend in the number of arrests. During the previous review period, the University Police Department made a total of 49 arrests in comparison to 55 arrests during the current review period for the same categories of drug and alcohol related offenses. While the increase in total offenses over the review periods show an increase of six arrests, it is important to note that this time period of review includes the spring and summer of 2020 when campus activities were minimal. The increase is most likely the result of recent changes in policy and procedure related to the University Police Department's police Accreditation. In

November 2018, a number of police procedures and policies changes took effect prior to the University Police Department receiving an award of accreditation by the International Association of Campus Law Enforcement Administrators (IACLEA). These changes included limiting officer discretion to refer an offense for University judiciary proceedings in lieu of arrest. During this same time period, the University Police Department also hired additional officers increasing the proactive enforcement of state, local, and federal laws as well as University policy infractions. This proactive enforcement includes traffic related violations increasing, for example, DUI related arrests.

4. Aramark Dining Services employs its own compliance supervisors who are utilized at on-campus events to make sure that alcohol is not served to underage patrons or those who are attempting to drink to excess.
5. Resident Assistants in Housing complete health and safety room inspections at least twice each semester and report discovery of alcohol and/or drugs or drug paraphernalia to the professional staff. [Note: occurred more frequently (3-4 times each semester) in 2019-2020 until COVID crisis began].
6. The Alabama Alcoholic Beverage Control Board performs compliance checks on alcohol retailers in the area to enforce state law prohibiting sales to minors.
7. Student organizations having social functions on campus where alcohol is served are required to have a University Police officer present during the event.

F. Screening, Treatment, and Referral Services

1. University Counseling and Testing Center oversees the USA Substance Abuse Screening and Assessment Program which provides a variety of services to students including: substance abuse assessments, individual and group counseling, and alcohol and drug awareness/education. The Employee Assistance Program provides free substance abuse assessments, counseling and referral services for employees. Services are provided confidentially to the extent allowed by relevant laws and ethical guidelines. Students and employees who are concerned about their alcohol and other drug use are encouraged to self-refer.
2. When a student and/or employee requires treatment beyond what can be provided by the University Counseling and Testing Center staff or the EAP counselor he/she will be referred to an outside provider. The selection of that treatment provider will be based on a number of considerations including type of treatment needed (e.g., outpatient vs inpatient), health insurance coverage, accessibility of treatment, and student/employee to available options.
3. The USA Student Health Center routinely screens new patients for alcohol and drug problems as a part of their standard intake procedures. There is a section on the medical history form under "Additional Questions" that contains the alcohol and drug

use screening questions. Additional questions are asked based on the patient's symptoms as well.

4. University Counseling and Testing Center participates annually in Jag Health and Wellness Day. During this event, students are screened for a number of mental health issues including anxiety and depressive disorders. Students screening positive are given feedback and information about counseling services. Although the focus is on specific mental health issues, many students who are screened also struggle with substance abuse problems and are referred to the University Counseling and Testing Center.
5. The University Counseling and Testing Center Substance Abuse Prevention Program coordinates National Alcohol Screening Day annually during the first week in April to raise awareness about the harmful effects of alcohol abuse/dependency and offer an opportunity for education, treatment and referrals for those that screen positively. In April 2019, a total of 60 screenings were administered. Because of the COVID-19 pandemic, the 2020 National Alcohol Screening Day was not held on campus; however, students were encouraged to complete the eCHECKUP TO GO screening tool on the University Counseling and Testing Center's web site.
6. "USA Safe Spring Break" is conducted annually by the University Counseling and Testing Center Substance Abuse Prevention Program in collaboration with the Student Health Center and Jag Health Team, SAVE and the USAPD. The program is designed to encourage students to make safe choices regarding substance use and skin and sexual health.
7. Student-athletes are required to participate in the testing component of a mandatory prevention program. This includes both institutional and NCAA-related testing. Failure to do so will forfeit membership within a sport program and any associated athletics financial assistance. The University Counseling and Testing Center serves as the official resource center for the Program.
8. Employees from selected departments (e.g., University Police) are subject to alcohol and drug testing at the time of employment, randomly, and/or for cause. Prospective employees testing positively are not eligible for employment. Current employees testing positively for alcohol and other drug use are referred for a mandated substance abuse assessment with the Employee Assistance Program Counselor and referred for treatment as appropriate or are terminated depending upon the circumstances involved.
9. Students enrolled in selected academic programs (e.g., nursing, allied health) are subject to mandatory drug testing, and those students testing positive are referred for evaluation and treatment by an appropriate provider.

III. Alcohol and Other Drug Prevention Program Improvements

A. Data Gathering and Analysis

1. During the current review period a continued emphasis was placed on gathering relevant data to inform the University's alcohol and drug prevention program. Measures included the following: the administration of the USA Alcohol and Drug Usage Survey to students during the fall of 2020 and inclusion of relevant AOD items in the Faculty Senate Survey in the spring of 2018 and 2019. Analysis of data is included in the strengths and weaknesses section.
2. University Counseling and Testing Center continued the practice of tracking the number of students receiving counseling that had clinically significant substance abuse issues.
3. The Biennial Review Committee reviewed and discussed survey data as well as reports related to on-campus alcohol and drug arrests, Student Code of Conduct disciplinary cases, and student athlete drug screen results in conjunction with its evaluation of program effectiveness and as a basis for making plans for further improvements in the University's prevention efforts.

B. Content and Distribution of the Alcohol and Drug Prevention Policy

1. The Drug and Alcohol Abuse Prevention Program Statement of Policy content is continually updated and to include information about relevant state and federal laws; description of substance abuse counseling and referral options; disciplinary measures for students, staff, and faculty who violate university alcohol and drug policies; and a description of the health risks associated with alcohol abuse and illegal drugs.
2. A link to the University's Drug and Alcohol Abuse Prevention Program Statement of Policy is distributed via e-mail to every enrolled student every semester. Additionally, this policy statement is included in the student handbook (*The Lowdown*). Hard copies of this statement have been made available to students in the offices of the Student Government Association and University Counseling and Testing Center.

C. Other Program Improvements

1. To increase student involvement on campus, the University Counseling and Testing Center developed the Jag Student Support Network (JSSN), a peer support program on campus that provides training and support to student advocates to help them become more knowledgeable about mental health and substance abuse issues and to learn how to reach out and support students in need.
2. The USA Department of Athletics implemented a mandatory prevention program consisting of drug education, drug testing, counseling, and rehabilitation. The purpose of the program is to inform student-athletes, coaches and staff about the ramifications associated with drug use and abuse and to encourage proper lifestyle choices. The

Program is separate from and in addition to any other substance education and training program to which student-athletes may be subject (e.g., NCAA and USADA). All student-athletes, coaches and staff will participate in drug educational programming administered annually.

3. *Previous Biennial Review Goal: The Employee Assistance Program Counselor plans to continue to develop and offer training sessions for employees dealing with the issue of how to recognize and intervene with a co-worker suspected of having an alcohol and/or other drug problem. The Counselor will also enhance promotion of the available training.* The EAP Counselor enhanced the promotion of available training by expanding the methods used for training services (virtual as well as in person) and offered information at the Wellness Fair and other well attended staff events. Literary material was prepared for managers and supervisors to reference in times of need, the information includes identifying substance abuse symptoms as well as contact information for the appropriate Human Resource personal.
4. *Previous Biennial Review Goal: Counseling and Testing Center will explore the potential benefits of a recovery community on campus that would promote the goal of long-term recovery from addiction and, at the same time, enhance student growth and wellness on campus.* With the recent additions to the University Counseling and Testing Center staff, a substance abuse wellness and psychoeducation group will begin during the 2021 spring semester. The group will provide a safe environment for discussion of matters related to recovery in general and to life as a college student at USA in particular. The ultimate objective of the group will be to support students and to develop the social support necessary for sustained substance abuse recovery so that they may continue their studies and ultimately graduate from college.
5. *Previous Biennial Review Goal: Counseling and Testing Center will explore the potential benefits of building a dedicated Alcohol and Substance Abuse Prevention program web site to promote all aspects of the prevention program and to establish easy access to important relevant information such as policies, reports, trainings and data.* After exploring the benefits/costs of building a dedicated Alcohol and Substance Abuse Prevention program web site it was determined that there were clear advantages for a continued connection with the University Counseling and Testing web page, and therefore steps were taken to enhance and improve access to and content for the Alcohol and Substance Abuse Prevention program page.
6. *Previous Biennial Review Goal: Counseling and Testing Center will look for ways to increase access to their website which would allow students to utilize eCHECKUP TO GO and gain access to education and information on alcohol and other drug prevention messages.* The Substance Abuse Prevention Coordinator was able to obtain a QR code for the eCHECKUP TO GO program and utilize it during a number of outreach events and marketing strategies making the program more accessible to USA students.

7. *Previous Biennial Review Goal: Counseling and Testing Center will develop brief training modules for faculty, staff and students on 1) identifying students having mental health and/or substance abuse issues and 2) motivational interviewing, an evidence-based method of communicating with individuals ambivalent about behavioral change to include substance use.* Training modules for faculty, staff and students on 1) identifying students having mental health and/or substance abuse issues and 2) motivational interviewing were developed and are currently being offered and advertised on the University Counseling and Testing Center's dedicated Faculty/Staff Concerns and Referrals page.
8. *Previous Biennial Review Goal: Counseling and Testing Center will partner with the USA Recreation Center and its JagFit Employees Wellness Initiative to increase awareness and prevention activities related to alcohol and substance abuse for faculty, staff and students.* Campus Recreation and JagFit enhanced their websites to include national substance abuse self-assessment tests, University Counseling and Testing Center resources available for students and added a FAQ section to both sites supporting the screening process.
9. *Previous Biennial Review Goals: Increase collaborative efforts between university departments and the Student Government Association in order to gain additional perspectives to enhancement Alcohol and Drug Abuse prevention program and improvements and Develop a strategic plan to address the new emerging drugs trends opioid pain relievers, ADHD stimulants, and vape-pens.* University Counseling and Testing Center is working with the Student Government Association's WEB/PR Chair, identifying social media content to address student nicotine and vaping use.
10. *Previous Biennial Review Goal: Develop a strategic plan to address privately-owned housing communities (i.e., The Grove) located near campus.* The University Police Department has taken several proactive measures to address safety and crime, as well as violations of University policy, in privately-owned student housing facilities located on the University's campus. This includes the installation of cameras with the ability to monitor the grounds of these facilities from the University Police Department's Communications Dispatch Center, gate checks and restricting access to non-residents, and the placement of door placards that include safety information to assist students and residents in protecting themselves and their property.
11. *Previous Biennial Review Goal: Explore creating a more robust Good Samaritan Clause in Student Code of Conduct.* A discussion was held with the Student Government Association and it was determined that a number of policies outlined in the Lowdown, the USA Student Handbook, addressed the spirit of a Good Samaritan Policy and clearly encourage students to reach out for help when faced with medical emergencies without fear of disciplinary responses to drug and alcohol violations.

IV. AOD Program Strengths and Weaknesses

A. Strengths and Positive Indicators

1. The make-up of the Biennial Review Committee is a strength of the AOD program. Each member brings a unique perspective based on specific roles on campus and knowledge of relevant AOD issues and is passionate towards the improvement of the University's Drug and Alcohol Prevention Program. Several additional committee members were added this year to include representatives from Student Health, Fraternity and Sorority Life and the Office of Student Disability Services.
2. A major strength of the University's Alcohol and Drug Prevention Program is the application of a comprehensive and multifaceted approach that includes the six major elements described in some detail earlier. This approach includes evidence supported strategies such as restricting alcohol access and promotion; offering alcohol free housing and provision of ample alcohol-free activity options for students; social norms marketing; strict enforcement of AOD laws and policies and the use of motivational interviewing for students receiving substance abuse counseling.
3. The number of campus hearing officers has increased since the last review period, which has resulted in shorter case processing times.
4. The USA Substance Abuse Prevention Program and the USA Substance Abuse Screening and Assessment Program (USASA) have been instrumental in a continued decrease of alcohol and drug infractions and recidivism rates. The number of alcohol and drug infractions decreased 47.6% from the last review period. The alcohol recidivism rate declined from 5.88% (last review period) to 0% for this review period. The controlled substances recidivism rate declined from 6.06% (last review period) to 3.57% for this review period.
5. Student utilization of Alcohol eCHECKUP TO GO, a personalized evidence-based on-line prevention intervention program, increased by 2.5%. Given the challenges of the COVID-19 pandemic, an increase in utilization during this review period was a positive indicator of student engagement.
6. Some of the salient highlights from the aforementioned surveys (see section III. A) used to evaluate program effectiveness included the following findings:
 - Results from the 2020 USA Alcohol and Drug Usage Survey indicate that:
 - 97.8% of USA students are aware that there is a drug and alcohol prevention program on campus.
 - 93% of USA students believed that USA is concerned about the prevention of drug and alcohol use.
 - 79.6% of USA students endorsed consuming no alcoholic drinks over the last two weeks.

- 76.1% of USA students endorsed “0” when asked the average number of drinks you consume a week.
- 83.4% of USA students were aware that the University had alcohol and drug policies.
- Results from the 2018-19 Faculty Senate Survey indicate that 80% of the Faculty are aware that University Counseling and Testing Center provides alcohol and substance abuse counseling and prevention services for students.

B. Weaknesses and Negative Indicators

1. The strategies utilized to educate faculty, staff and students on the University’s prevention program continue to be less than optimal. Results from the 2018-19 Faculty Senate survey indicate that only 67% of faculty are aware that University Counseling and Testing Center provides training on how to identify students suspected of having mental health disorder and/or substance abuse problems and how to intervene with these students.
2. The decentralized process of addressing substance abuse cases required closer monitoring to ensure consistency in sanctioning and, although the evaluation of the sanctioning process consistency yielded acceptable consistency results among a random sample of cases, there were a few outliers which indicate a need for a more uniform approach to sanctioning.

V. Consistency of Enforcement

A. Disciplinary Sanctions for Students and Employees

1. Students found responsible for violating any regulations of the University’s Code of Conduct regarding alcohol and drug use will be subject to the following: 1) The student will be required to appear before the University’s Student Conduct Administrator or University Disciplinary Committee (UDC) who will assess the student’s incident report and charges; 2) If alcohol and/or drug use is determined to be a factor in the incident report, the student may be referred to the USA Substance Abuse Program of the University Counseling and Testing Center; 3) If it is determined that this Program is inadequate to meet the student’s needs, he/she may be referred to other agencies; and 4) Depending upon the nature of the violation various sanctions may be imposed on the student including, but not limited to, the following: written reprimand, conduct probation, residence hall room transfer, removal from University housing, fine, completion of substance abuse education, community service, suspension and/or expulsion from the University.

2. A component of the AY 2018-2019 – AY 2019-2020 Biennial Review was to evaluate the consistency of sanctioning processes for students with alcohol and other drug code of conduct violations. Therefore, 20 randomly selected cases were provided by the Office of Student Conduct. Overall, there was acceptable consistency in the way sanctions were applied to students.
3. Staff employees found in violation of these policies will be subject to the following: 1) the Department Head and appropriate HR Officer will access the behavioral report and evaluate for purposes of assistance to the employee. Appropriate sanctions may be imposed up to and including termination; 2) if alcohol and/or drug use are determined to be a factor in the behavioral report, the employee will be referred to the EAP. If appropriate, the employee will be scheduled for counseling sessions with the EAP Counselor; 3) if it is determined that counseling sessions with the EAP Counselor would be inappropriate for the employee, he/she will be referred elsewhere for further evaluation; 4) the appropriate HR Officer, as well as the supervisor of an employee undergoing treatment or counseling for chemical dependency shall be notified by the EAP Counselor as to employee attendance at counseling/treatment sessions.
4. Members of the faculty who may be in violation of the policies will be subject to all requirements of the Faculty Handbook as well as the following: 1) The Department Head will confer with the Dean and the Vice President for the respective area to assess behavioral reports and evaluate for the necessity of assistance to the faculty member. Appropriate sanctions may be imposed, up to and including termination; 2) If alcohol or drug use is determined to be a factor in the behavioral report, the Department Head and appropriate representative, either from the Dean's office or the Vice President's office, will meet with the employee concerning issues related to professional performance; and 3) In the event that the faculty member wishes to be referred to the Employee Assistance Counselor for assessment or counseling, or to treatment, those options will be available to the faculty member.
5. There were no University employees who faced disciplinary sanctions due to substance abuse related issues during the two-year period of interest. Four employees were referred to the Employee Assistance Program for substance abuse assessment.

VI. Plans for Future Improvements and Next Biennial Review

A. Plans for Future Improvements

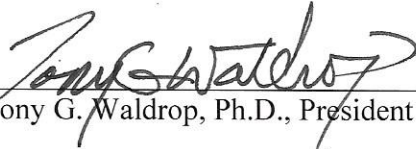
1. Create a more informative section on the EAP website page, which specifically addresses substance abuse and includes available resources for employees. The EAP Counselor will also build a larger network of treatment and support options for employees who are identified as having an issue with substances. The EAP Counselor will organize meetings with local treatment facilities and providers in order to establish a working relationship that will provide seamless interventions for employees and their family members who are struggling with substance abuse issues.

2. The Student Health Center will refer all patients with possible substance abuse issues to Counseling and Testing for additional treatment and care. Student Health will also post Substance Abuse education materials to all new patient's web portal after their initial visit.
3. The University Counseling and Testing Center will collaborate with the Office of Fraternity and Sorority Life to develop substance abuse prevention programming.
4. Development and administration of a biennial AOD student survey to ascertain AOD use, perceptions, and negative consequences among students and to gather relevant data.
5. Development and implementation of a biennial social norms marketing campaign that improves awareness of AOD use among the student population.
6. Improve tracking of UCTC students receiving counseling with clinically significant substance abuse issues in order to gather relevant data.
7. Increase time and resources available to devote to alcohol and drug prevention efforts.
8. Continue to improve the design of the Alcohol and Substance Abuse Prevention Program webpage to increase access to educational information, prevention messages, and increase utilization of eCHECKUP TO GO.
9. Increase collaborative efforts between UCTC and other University departments to increase AOD prevention programming, marketing efforts, and student involvement.
10. Establish and implement a training program for conduct hearing officers and continue to refine virtual conduct processes.
11. Establish a regular meeting schedule of all University hearing officers to ensure consistency, share best practices, and discuss trends.

B. Next Review

1. The next biennial review will cover the period of AY 2020-2021 and AY 2021-2022.
2. The Biennial Review Committee will convene shortly after the conclusion of the 2021-2022 academic year and complete its report no later than December 1, 2022.

Approved by:



Tony G. Waldrop, Ph.D., President

Date: 11-25-2020