



# **Biennial Review of Park University's Alcohol and Other Drug Programs: January 2015 - April 2017**

**Prepared by Biennial Review Committee**

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**Approved by Dr. Jayme Uden, Associate Vice President and Dean of Students**

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## **INTRODUCTION**

Part 86 of the Drug-Free Schools and Campuses Regulations requires that, as a condition of receiving funds or financial assistance, an Institution of Higher Education (IHE) must develop and implement a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. In order to certify its compliance with regulations, an IHE must adopt and implement a drug prevention program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees both on school premises and as part of any of its activities. The program must include annual notification of the following: standards of conduct; a description of sanctions for violating federal, state, and local law and campus policy; a description of health risks associated with AOD use; a description of treatment options; and a biennial review of the program's effectiveness and the consistency of the enforcement sanctions.

Creating a program that complies with the regulations requires an IHE to do the following:

1. Prepare a written policy on alcohol and other drugs.
2. Develop a sound method for distributing annual notification information to every student and staff member each year.
3. Prepare a biennial review report on the effectiveness of its Alcohol and Other Drug ("AOD") programs and the consistency of policy enforcement.
4. Maintain its biennial review report on file, so that, if requested to do so by the U. S. Department of Education, the campus can provide the report.

The law further requires that the institution conduct a biennial review of its program with the following objectives:

1. To determine the effectiveness of the policy and implement changes to the alcohol and other drug programs if they are needed.
2. To ensure that the sanctions developed are enforced consistently.

The biennial review must also include a determination as to:

1. The number of alcohol and drug related violations and fatalities occurring on the campus or as part of the activities that are reported to campus officials.
2. The number and types of sanctions the IHEs impose on students or employees as a result of such violations or fatalities.

Park University acknowledges its legal obligation to conduct a biennial review of compliance with the Drug-Free Schools and Communities Act. It has authorized an administrative review to determine if Park fulfills the requirements of the federal regulation requirements. The biennial review will include the following: a description of the AOD program elements, a summary of AOD program strengths and weaknesses, procedures for distributing annual AOD notification to students and employees, copies of the policies to students and employees, and recommendations for revising AOD programs in the future.

## **Scope:**

Prior to 2012 the need for a Biennial review had not been clearly identified and acted upon at Park University. While there has been a significant transition in administrative staff in the past four years, prior to that there was not an appointed committee whose responsibility included oversight of this important review. Under Presidential direction and in cooperation with the Dean of Students, a representative committee was formed to provide feedback for the review.

The following campus departments and individuals have provided information for the biennial report:

- Dr. Jayme Uden, Associate Vice President and Dean of Students, Student Success
- Roger Dusing, Chief Human Resources Officer, Human Resources
- Claude English, Athletic Director, Athletics
- Dustin A. Wall, Director of Counseling Center, Health-Counseling Services
- Linda Waxse, Coordinator of Student Counseling, Health-Counseling Services
- Ashley Morgan, Compliance Coordinator, Office of General Counsel
- Karie Schaefer, Director of Residence Life, Residence Life Department
- Ben Zibers, Director for Student Engagement, Student Success
- Amanda Bryant, Coordinator for Student Advocacy, Student Success

## **PROCEDURES FOR DISTRIBUTING ANNUAL AOD NOTIFICATION TO STUDENTS AND EMPLOYEES**

### **Compliance**

Park University strives to remain in compliance with the requirements of the Drug-Free Schools and Communities Act. Park has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by students and employees both on its premises and as part of any of Park's activities. Park has a written an AOD policy that is distributed to students through the Student Handbook, and Park's website. It is distributed to employees through the Employee Handbook, new hire orientation, and Park's website. Available at: <http://www.park.edu/campus-safety/drug-and-alcohol-use-policy.html>

The written materials annually distributed contain the following:

1. Standards of conduct that prohibit unlawful possession, use or distribution of illicit drugs and alcohol in its property or as part of its activities.
2. A clear statement of disciplinary actions and sanctions that Park will impose on students and employees for policy violations.
3. A description of the applicable legal sanctions under local, state, and federal law.
4. A description of the health risks associated with the use of illicit drugs and abuse of alcohol.
5. A list of prevention, counseling, treatment, and resources available.

### **Distribution of Policy**

Although Park's federally-mandated AOD policy has been in effect and available in both the Student and Employee Handbooks and on Park's website, a more concerted effort will be made to ensure that students and employees have read and understand the policy as written. Furthermore, Park's AOD policy has recently been revised (as of February 2017) and will be distributed to all members of the Park community.

Distribution of the revised policy will be fulfilled through:

- Email communication sent out to all faculty, staff, and students with both an attached copy of the policy and a link to the policy on Park's website
- Distribution during the *All Halls Meeting* in Park's residence halls to target residential students
- The Department of Athletics will conduct a mandatory Drug Education Program at the beginning of each semester
- The Department of Athletics distributes the Drug Testing Education Policy and Procedures through the Park Athletics website. Available at: [http://www.park.edu/pirate-archives/piratepost/park\\_university\\_drug\\_testing\\_procedures.pdf](http://www.park.edu/pirate-archives/piratepost/park_university_drug_testing_procedures.pdf)

## **COPIES OF THE POLICIES DISTRIBUTED TO STUDENTS AND EMPLOYEES**

The Park University Behavioral Intervention Team acts as the overseeing AOD Program Committee. The primary purpose is to conduct a meaningful review of campus-wide components already in place. Based on the review's results, additional review and revision may be needed.

Park is committed to providing a safe, healthy learning environment for all members and reducing the harm associated with AOD use by students, faculty, and staff. Park believes in encouraging and supporting all appropriate norms regarding the use of AOD and health alternatives.

The abuse and illicit use of alcohol and other drugs interferes with Park's mission by exacting a significant cost due to the disruption of academic achievement that often follows, and the associated violence, vandalism, accidents, injuries, and health related problems. It also interferes with the academic pursuits and the high-performance institutional culture of the majority who do not abuse alcohol or use illicit drugs. In addition, it can lead to conflict, legal problems, and an unsafe environment.

The Biennial Review Committee's mission and responsibilities include the following:

- Review and make recommendations to determine Park's statement regarding policy and standards
- Monitor campus conditions and evaluate prevention efforts
- Prepare biennial review as required by federal law
- Review policy-enforcement sanctions one time per semester at a Behavior Intervention Team (BIT) meeting
- Make recommendations about alcohol-related policies and procedures

Park's Drug and Alcohol Use Policy is available at: <http://www.park.edu/campus-safety/drug-and-alcohol-use-policy.html>.

To report illegal sale, use, or manufacture of drugs or alcohol on campus dial extension 6444, call 816-584-6444, or click here to make an anonymous report to Campus Safety.

Park recognizes that AOD misuse and the unlawful possession, use or distribution of illicit drugs and alcohol pose major health concerns, are potential safety and security issues, can adversely affect academic and job performance, and can generally inhibit the educational development of students.

Park is a Network of Colleges and Universities (“Network”) member and is committed to the Elimination of Drug and Alcohol Abuse. Park is dedicated to complying with the Network’s, the Federal Drug-Free Workplace Act of 1988’s, and the Drug-Free Schools and Communities Act Amendments of 1989’s standards. As a result of this commitment, Park has established regulations forbidding the unlawful manufacture, distribution, dispensing, possession, or use of illegal or illicit drugs and alcohol on Park premises or property or as part of any of Park’s activities. These regulations assure that the Park is in compliance with all applicable federal, state, and local laws.

## Regulations

- **The President and/or a designee may grant permission to certain University groups to serve alcohol on University property or at off-campus University-sponsored activities. In these instances, it is not a violation of this policy for students who are of legal age in the state of Missouri (currently 21 years of age) with valid identification to possess and/or consume alcohol.**
- Manufacture, use, possession or distribution of alcohol and/or illegal or illicit drugs is forbidden on the campus, in campus facilities and at University sponsored activities.
- Prohibited actions of the University Drug and Alcohol Policy shall include without limitation:
  - Display and, or consumption of alcoholic beverages and, or other illegal or illicit substances on campus, in campus facilities and, or at university-sponsored activities **except for students who are of legal age in the state of Missouri (currently 21 years of age) with valid identification at events where the President or a designee has granted permission to serve alcohol on University property or at off-campus University-sponsored activities.**
  - Disruptions of other persons on the campus and/or to the residence halls by excessive noise, boisterous behavior, or violence while under the influence or impaired by alcohol and/or other illegal or illicit substances.
  - An act of violence committed while under the influence of or impaired by alcohol and/or other illegal or illicit substance.
  - Damage to University property or the property of another person while under the influence, or impaired by alcohol and/or other illegal or illicit substances.
  - Attending classes or participation in any University activities under the influence of or impaired by alcohol and/or other illegal or illicit substances.

## Referral/Treatment

Students with alcohol or other drug related problems are encouraged and, in some cases, may be required to utilize the services of private and community agencies including those specified below. Some agencies that offer services in the area are listed within the policy update section of this document.

## Disciplinary Actions

- Students who violate the regulations are subject to the following disciplinary sanctions as more fully set forth in the Code of Student Conduct: warning, fines and restitution, task compliance/community service, disciplinary probation, suspension, from residence, temporary suspension, suspension, dismissal. The particular disciplinary action taken may depend on the circumstances of the individual case and the judgment of appropriate University officials.
- In conjunction with or in lieu of the imposition of any of the disciplinary sanctions set forth in Section 1 herein, students may also be referred to appropriate local, state or federal law enforcement agencies for prosecution.
- In conjunction with or in lieu of any of the disciplinary sanctions set forth in Section 1 herein, students may be required to complete an appropriate counseling or rehabilitation program. All disciplinary hearings or proceedings due students charged with violations of this regulation shall be conducted in accordance with or as provided by the Code of Student Conduct.
- If and to the extent the Drug-Free Workplace, Campus and Community regulations conflict with or contradict the Code of Student Conduct, the Drug-Free Workplace, Campus and Community regulations shall control.

- In ANY case where disciplinary action is deemed necessary for misconduct, initially, the University reserves the right to impose the most severe sanction including suspension, dismissal, and prosecution.

### **Legal Sanctions**

Apart, separate and distinct from University policies, students who engage in the unlawful manufacture, distribution, dispensing, possession or use of controlled substances, illicit or illegal drugs or alcohol are subject to legal sanctions. These legal sanctions include those imposed under local and municipal ordinances, Missouri Statutes, the United States Code and other applicable, local, state and federal laws. Such sanctions could include, without limitation, fines, and imprisonment.

### **Health Risks**

The use, misuse or abuse of illicit drugs and alcohol can lead to or result in a variety of health risks including, but not limited to, addiction or dependency, physical infirmities and trauma, mental and emotional disorders and trauma and, in some cases, harm to unborn children.

### **Review of Policy**

The Dean of Students shall take such steps as are necessary to provide for Park University's annual or biennial review of its Drug and Alcohol Policy to determine its effectiveness, implement needed changes and ensure that disciplinary sanctions are consistently enforced.

## **NEWLY REVISED DRUG AND ALCOHOL USE POLICY—APRIL 2017**

### **Park University Drug and Alcohol Use Policy**

Park University recognizes that misuse of alcohol and other drugs and the unlawful possession, use or distribution of drugs and alcohol pose major health problems, are potential safety and security problems, can adversely affect academic and job performance, and can generally inhibit the educational development of students.

Park University is a member institution of The Network of Colleges and Universities committed to the Elimination of Drug and Alcohol Abuse. Park University is committed to the standards outlined by The Network and to compliance with the Federal Drug-Free Workplace Act of 1988, the Drug-Free Schools and Communities Act Amendments of 1989, and other federal, state, and local laws.

As a result of this commitment, Park University has established regulations forbidding the unlawful manufacture, dispensing, distribution, possession, display, use, or consumption of illegal or illicit drugs and alcohol on University owned or controlled property or as part of any University programs or activities.

This policy applies to University employees, faculty, students and student organizations. Faculty and staff are collectively referred to as "Employees" throughout this policy.

To report manufacture, dispensing, distribution, possession, display, use, or consumption of drugs or alcohol on campus, dial Campus Safety at extension 6444 (816-584-6444 from any outside phone). Alternatively, as part of Campus Safety's "See Something Say Something" campaign, individuals may also report such incidents anonymously by texting SAFETY and a brief description of what is happening to 50911."

### **Drug Free University**

- Prohibitions. Park prohibits the unlawful manufacture, dispersal, distribution, possession, display, use, or consumption of controlled substances on Park owned or controlled property, as any part of its programs or activities, and while doing work on behalf of Park.

- Legal use of prescription and over-the-counter drugs. This policy does not prohibit use of legally obtained drugs, including prescription drugs and over-the-counter drugs, provided those drugs are used in accordance with the prescription by the prescription holder or with over-the-counter directions. Such use by a Park employee must not impair the employee's ability to perform the essential functions of his or her job effectively and safely.
- Reporting conviction or guilty pleas under criminal drug statutes. Students and employees must report to Park any conviction or guilty plea under a criminal drug statute for violations occurring on or off University premises. Students and employees must submit a conviction report to the Dean/Associate Dean of Students, and employees to Human Resources within five (5) days after the conviction or guilty plea.
- Drug Convictions and Student Financial Aid Eligibility. Federal regulations require students convicted for a drug offense that occurred during a period of enrollment while they were receiving Title IV Federal Student (Financial) Aid to lose financial aid eligibility. Federal Student Aid includes grants, loans, and work assistance otherwise provided to eligible college students under Title IV of the Higher Education Act. The period of non-eligibility begins on the date of the conviction and remains in effect until the student has met certain rehabilitation requirements.

The prohibition on federal aid applies to any student who has been convicted of any offense under any federal or state law involving the possession or sale of a controlled substance as defined by Section 102(6) of the Controlled Substances Act (21 U.S.C. § 802(6)). Laws regulating distilled spirits, wine, and malt beverages are not included within the definition of "controlled substance."

Other financial aid programs, including certain state programs, may also limit eligibility for students convicted of a drug offense.

### **Use of Alcohol**

- Limited use. Except as provided and permitted under the Park's Alcoholic Beverages Policy at University-Sponsored Events, the manufacture, dispensing, distribution, possession, display, use, or consumption of alcoholic beverages is forbidden on Park-owned or controlled property, as any part of any University-sponsored programs or activities, and while doing work on behalf of the University.
- Responsible use. To the extent permitted under the Park's Alcoholic Beverages Policy at University-Sponsored Events, any possession, use, consumption, or distribution of alcoholic beverages must not negatively affect either the individual or the community and must be in compliance with the law ("Responsible Use").

### **Disciplinary Actions**

- Amnesty Policy.
  - Park's primary concerns is with student health and safety. For that reason, Park encourages students to seek treatment or assistance for themselves or others, regardless of their drug or alcohol use. If medical assistance is sought, the Office of Student Life/Office of Residence Life will not pursue punitive sanctions based on drug or alcohol use against the intoxicated student who reported or who was assisted. Students may be required to complete other steps, such as substance abuse assessment, rehabilitation, and other corrective actions.
  - Student voluntary self-disclosure is also recommended. If a student has been using alcohol or drugs and chooses to come forward for assistance on their own – they will not be subject to the sanctions for the use of drugs or alcohol that would have been imposed if found out by other means. This protection will only be in place if the student complies with other required steps, such as assessment, rehabilitation, and further corrective actions.
  - This policy does not preclude punitive sanctions due to any violations of other University policies, such as causing or threatening physical harm, sexual misconduct, damage to property, hazing, and possession with intent to distribute drugs.
- Disciplinary sanctions.



- Students who violate Park's AOD policy are subject to the following disciplinary sanctions as more fully set forth in the Park University Student Conduct Code: warning, fines and restitution, task compliance/community service, disciplinary probation, suspension from residence halls, temporary or permanent suspension, or dismissal from Park.
- Sanctions for student clubs could include warning, community service, fines/restitution, or suspension/removal of Club Certification. Full information is available in the Student Organizations Manual, available at: <http://www.park.edu/clubs-and-organizations/index.html>.
- Employees who violate this policy are subject to sanctions up to and including termination.
- Required counseling/rehabilitation. In conjunction with or in lieu of any of the disciplinary sanctions listed above, students or employees may be required to complete an appropriate counseling or rehabilitation program.
- Referral for criminal prosecution. In conjunction with or in lieu of the imposition of any of the disciplinary sanctions set forth above, students or employees may also be referred to appropriate local, state, or federal law enforcement agencies for prosecution.
- Discretion of the University in administering disciplinary action. Park's response to AOD policy violations may depend on the circumstances of the individual case and the judgment of appropriate officials. In ANY case where disciplinary sanction is deemed necessary, including cases where the disciplined individual is receiving a sanction for the first time, Park reserves the right to impose the most severe sanction available (including suspension, dismissal and/or referral for prosecution).
- Applicable procedures.
  - Student Conduct Code procedures. All disciplinary hearings or proceedings due students charged with violations of this regulation shall be conducted in accordance with or as provided by the Student Conduct Code.
  - Further procedures for student organizations are outlined in the Ethical Standards for Conduct and Responsibility section of the Student Organizations Manual available online at: <http://www.park.edu/clubs-and-organizations/index.html>.
  - Procedures for employees are outlined in the Employee Handbook available within MyPark.

### **Drugs, Alcohol, and Violations of University Policy and Law**

- Drug/alcohol use does not excuse misconduct. The use of illegal drugs, abuse of other drugs, or consumption of alcoholic beverages (even if consumption is permissible under the Park's Alcoholic Beverages Policy at University-Sponsored Events) is not an excuse for misconduct of any kind—including violations Park's policies and civil or criminal law. For example, alcohol and drug use do not excuse violence, property damage, or disruptions caused by excessive noise related to drug or alcohol use.
- Interplay between policy and law. If and to the extent the Drug-Free Workplace, Campus and Community regulations conflict with or contradict this policy, the Drug-Free Workplace, Campus and Community regulations control.

### **Legal Sanctions**

In addition to Park's disciplinary action policies, individuals who engage in the unlawful manufacture, dispensing, distribution, possession, display, use, or consumption of controlled substances or alcohol are subject to legal sanctions.

- Federal law. Federal law provides strict penalties for violation of federal drug laws. For a first conviction of illegal possession of a controlled substance, a person may be imprisoned for up to one year and/or fined at least

\$1,000 but not more than \$100,000; after two or more prior convictions the penalty increases to at least 90 days in jail but not more than three years and/or a fine of at least \$5,000 but not more than \$250,000. Federal trafficking penalties for controlled substances (such as marijuana, heroin, cocaine, PCP and LSD) range from less than five years in prison and/or a fine of less than \$250,000 to life imprisonment and/or a fine of up to \$8 million (for an individual). Other penalties may apply, such as forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance, denial of certain federal benefits, and revocation of certain federal licenses.

Certain federal laws may apply to unlawful manufacture, possession, and trafficking of alcohol as well. Penalties range from fines to prison terms.

- State and local law. State and local law also provide penalties relating to the unlawful manufacture, sale, use or possession of controlled (and/or imitation of) controlled substances and alcohol. In addition, states and municipalities have laws relating to underage drinking, driving while intoxicated or under the influence of alcohol and/or illicit drugs. Sanctions for violations may range from local citation to state law felonies. Penalties may range from small fines to prison terms, depending on the violation and the individual's past criminal history.

### **Health Risks**

- Alcohol Health and Safety Risks. Risk of alcohol use and abuse include, among others, drinking/driving accidents, increased incidents of rape and assault, academic problems, police involvement, medical problems including alcohol dependence, fetal alcohol syndrome, organ damage, and fatalities.
- Drug Abuse Health and Safety Risks. Drug abuse may result in a wide variety of serious short- and long-term health and behavioral problems. These problems may include toxicity, HIV infection with intravenous drug use, heart attack, stroke, sudden death, pregnancy complications, birth complications and defects, physical and psychological dependence, withdrawal, disruption of normal heart rhythm, high blood pressure, stroke, bleeding and destruction of brain cells, memory loss, depression, infertility, impotency, immune system impairment, kidney failure, cirrhosis of the liver, and neurological and pulmonary damage.

Please review further information about the health and safety risks, by reviewing the Campus Safety website at: <http://www.park.edu/campus-safety/drug-health-risks.html>.

### **Prevention, Counseling, Treatment and Rehabilitation Information and Resources**

Students and employees with alcohol- or other drug-related concerns or problems are encouraged and, in some cases, may be required to utilize drug or alcohol abuse resources and counseling services.

Students can get referrals and assistance through the Counseling Center by checking online at [www.Park.edu/Counseling-Center](http://www.Park.edu/Counseling-Center), calling the counselors at 816-584-6237 or 816-584-6798, or sending an email to [CounselingAppointments@Park.edu](mailto:CounselingAppointments@Park.edu) to make an appointment.

Employees can check referral options by reviewing the Employee Assistance Program options through MyPark – Human Resource Services.

### **Drug and Alcohol Policy Referral/Treatment**

Students with alcohol or other drug related problems are encouraged and, in some cases, may be required to utilize the services of private and community agencies including those specified below.

#### **General information:**

Substance Abuse and Mental Health Services Administration (SAMSHA)  
<http://www.samhsa.gov/>

National Institute of Health (NIH)--National Institute on Drug Abuse (NIDA)

<http://www.drugabuse.gov/>

National Institute of Health (NIH)--National Institute on Alcohol Abuse and Alcoholism  
<http://www.niaaa.nih.gov/>

**Kansas City Area services:**

First Call  
9091 State Line Road  
Kansas City, MO  
361-5900 (evaluation and referral)

Alcoholics Anonymous (K.C. Area)  
<http://www.kc-aa.org/> (816) 471-7229

Narcotics Anonymous (K.C. Area)  
<http://www.kansascityna.org/>

Northland Dependency Services, LLC  
Services provided in Liberty, Kansas City, Independence, Excelsior Springs, Platte  
County <http://www.ndsnccs.com/>

Heartland Regional Alcohol and Drug Assessment Center  
5500 Buena Vista  
Roeland Park, Kansas 66205  
913-789-0951

**Review of Policy**

The Dean of Students takes necessary steps to provide for Park's biennial review of its AOD Policy to determine its effectiveness, implement needed changes, and ensure that disciplinary sanctions are consistently enforced.

**ENFORCEMENT**

The primary sources on campus that enforce the alcohol and drug policies for students are the Campus Safety Staff, Residence Life Staff, and Dean of Students Staff. The Coordinator of Student Advocacy serves as Park's Chief Judicial Officer. The CJO primarily utilizes administrative hearings to assess infractions and determine sanctions. A campus judicial board could be utilized if the hearing officer believes the case has had a great impact on the larger community and a judicial board process will be perceived more positively and with less bias than an administrative hearing. The Director of Residence Life serves as the judicial officer for any infraction occurring inside the residence halls. The only exception would be if the temporary suspension or expulsion is a possible sanction due to repeat offenses or due to the seriousness of the first offense. In that instance, the Coordinator of Student Advocacy would be the judicial officer. The Dean of Students is the appeal officer for all conduct cases unless they are academic in nature. For academic violations, the Provost is the appeal officer.

**Drug and Alcohol Student Incident Report: Academic Years 2014-2015 and 2015-2016  
and including Fall Semester 2016**

<b>Academic Year</b>	<b>Alcohol Violations</b>	<b>Drug Violations</b>	<b>Repeat Offenses</b>	<b>Expulsions from Drug or Alcohol</b>	<b>Fatalities Related to Drug or</b>
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				<b>violations</b>	<b>Alcohol</b>
2014-2015	15	2	0	0	0
2015-2016	6	2	0	0	0
Fall 2016	5	0	0	0	0

**Drug and Alcohol Employee Incident Report: Academic Years 2014-2015 and 2015-2016  
and including Fall Semester 2016**

<b>Academic Year</b>	<b>Alcohol Violations</b>	<b>Drug Violations</b>	<b>Repeat Offenses</b>	<b>Expulsions from Drug or Alcohol violations</b>	<b>Fatalities Related to Drug or Alcohol</b>
2014-2015	0	0	0	0	0
2015-2016	0	0	0	0	0
Fall 2016	0	0	0	0	0

**SANCTIONS**

**Student Alcohol Policy Sanctions**

A variety of educational sanctions are assigned AOD policy violations. The most common sanction for a first offense is a general warning and an essay. The essay is focused on the AOD policy to make sure the student understands it and the consequences of violating the policy a second time. If other concerning behaviors are involved in the alcohol violation, counseling is often required on a short-term basis with an on-campus counselor. For repeat offenders or very serious behaviors, long-term counseling is usually a requirement. An off-campus alcohol assessment and the costs of such assessment is also required. The results are provided to the counselor to help guide counseling sessions. These sanctions are the same for incidents occurring within and outside of the residence halls.

**Student Drug Policy Sanctions**

One egregious offense would result in the student's removal from the residence halls and long term counseling at the least. Distribution and manufacturing of drugs would, in most cases, result in expulsion. Possession and/or use of most drugs on campus not in the residence halls may result in a mandated drug assessment. The offending student may also be referred to an off-campus therapy program if the results show engaging in more than moderate drug use. The only exception to this is the use of marijuana. Possession, without

evidence of use, of marijuana may be sanctioned to the lesser extent of an educational essay and/or community service sanction.

### **Employee Alcohol/Drug Policy Sanctions**

There are a variety of sanctions that may be applied to employees' AOD policy violations. Possible sanctions include: referral to an Employee Assistance Program who could then refer the employee directly to a drug/alcohol treatment program or a direct referral to a drug/alcohol treatment center for an assessment in the case of alcohol violations. In all cases, employee-violations of Park's AOD policy will result in disciplinary action, up to and including termination.

## **ATHLETICS—DRUG AND ALCOHOL USE AND DRUG TESTING POLICY**

The Park's Department of Athletics has developed a drug education and testing program aimed at drug abuse prevention. The program includes the education, testing, and, if necessary, rehabilitation of those student-athletes who test positive for illicit drugs. The following is an outline of the program.

### **A. Purpose**

1. To deter substance abuse among the Park's student-athlete population.
2. To identify and assist student-athletes with substance abuse problems.
3. To ensure the health and safety of all Park's student-athletes as well as the health and safety of all Park competitors.
4. To maintain appropriate standards of behavior and ensure the integrity of the student-athlete and Park.
5. To ensure fair and equitable competition for all student-athletes competing in intercollegiate athletics.

### **B. Participation**

1. As a condition to participate in Park's intercollegiate athletics, every student-athlete is required to participate in the Drug Education and Testing Program.
2. Annually, all student-athletes will be required to sign Park's consent form.
3. Refusal to sign Park's consent form will result in dismissal from further athletic participation. A student-athlete who is dismissed from athletic participation for refusing to sign a drug testing consent form will have his/her athletic related aid cancelled as soon as possible pursuant to Park's policies and NAIA and conference regulations.

### **C. Drug Education**

The Department of Athletics will conduct a mandatory drug education program at the beginning of the each academic semester.

### **D. Banned Substances and Information**

1. Park Athletics will use the same list of banned substances as the NCAA for the purposes of the Drug Education and Testing program. An updated list can be found on the NCAA website, available at [www.ncaa.org](http://www.ncaa.org).
2. Further information on banned substances and dietary supplements can be located on the Dietary Supplement Resource Exchange website, available at [www.drugfreesport.com/rec](http://www.drugfreesport.com/rec).

### **E. Methods of Selection**

1. Random Selection – all athletes will be selected randomly to undergo drug testing.
2. Individualized Reasonable Suspicion – a student-athlete may be chosen to undergo drug testing due to reasonable suspicion if identified by one or more of the following athletic staff members: Sports Medicine staff, Coaching Staff, and/or a Team Physician. The identification of an athlete should be

based on objective signs of physical and behavioral changes that could be the result of using a banned substance. These objective signs may include, but should not be limited to, a dramatic drop in grades, decreased class attendance, fluctuation in bodyweight, acts of violence, an incident involving law enforcement or campus security, a positive previous drug test, or emotional disturbances. A reasonable suspicion allegation must be made in writing to the Drug Program Administrator, who will present the case to a committee made up of the Drug Program Administrator, and Director of Athletics. They will review the allegation and decide whether the student-athlete will be required to undergo drug testing.

3. NAIA/Conference Qualifier – Park has the right to test any individual athlete or team that has qualified for post-season competition.
4. Team Testing – circumstances may arise that make it necessary for an entire athletic team to be drug tested. These circumstances may include, but are not limited to,:
  - a. Pre-participation Athletic Physicals, and
  - b. Suspected widespread use of banned substances (refer to process for identifying an individual for reasonable suspicion).

#### F. Notification of Selection for Testing

1. The Drug Program Administrator will notify all student-athletes selected for drug testing. The Drug Program Administrator will contact the student-athlete by phone i.e., dorm/house phone or cell phone and/or text message. A message will be left for the student-athlete during each call. If the student athlete does not return the call promptly, the coach will be contacted to help locate the student athlete. Upon this notification, the student-athlete must immediately appear in-person and sign a notification form. The head coach of each student-athletes' respective sport will be notified of their selection.
2. Any student-athlete who is found to have attempted to manipulate, substitute, adulterate, or intentionally dilute his or her urine will be in violation of the Park University Drug Education and Testing Program and will be appropriately sanctioned.
3. The student-athlete will be given no more than 24 hours notice regarding selection for drug testing. There is no minimum period of time that student athlete must be provided between notification and testing.
4. If a student athlete does not contact the Drug Program Administrator prior to the drug testing session, **THE DRUG TEST WILL BE CONSIDERED A POSITIVE TEST AND WILL COUNT AS A STRIKE AGAINST THE STUDENT-ATHLETE.** If the student-athlete has an emergency and cannot be present for the drug testing collection, arrangements will be made for them to provide a specimen as soon as possible following proper notification or an alternate subject may be chosen. If proper arrangements cannot be made, the athlete may be subject to testing at a later date.
5. Refusal to sign the Drug Testing Consent Form or failure to appear for institutional drug testing will be treated as a positive test and a violation of the Park University Drug Education and Testing Program and the student-athlete will be sanctioned accordingly.

#### G. Reporting of Results

The Counseling Center will notify the Director of Athletics directly of any positive test results by number code. Only at this time will the number code be broken and the student-athlete identified. The Drug Program Administrator, Director of Athletics, and the head coach will meet to discuss the results.

#### H. Sanctions

Park has chosen to enforce a strict "two-strikes" policy in relation to positive drug test results. Violations accrue over the student-athlete's entire career and remain a matter of record until the end of their career as a student

athlete at Park. Positive test results on any NAIA drug test will also be considered a violation of the Park University Drug Education and Testing Program.

1. First Violation – upon a positive drug test confirmation for any substance banned by the NCAA the student-athlete will immediately be subject to a minimum 20 percent suspension from all team activities including practice and regular/post-season competition. In the event the student athlete is an outgoing senior and there is less than 20 percent of the competitive season remaining, they will be required to complete 40 hours of community service as directed by the Athletic Director. The student-athlete must also satisfactorily complete the criteria for successful Substance Abuse Intervention. An athlete that does not satisfactorily meet the criteria for Substance Abuse Intervention will face an indefinite suspension. A student-athlete who has a confirmed violation of the Park University Drug Education and Testing Program may also be subject to follow-up testing, at their own expense, at any time during the remainder of their athletic career at the university.
2. Second Violation – upon a second positive drug test confirmation for any substance banned by the NCAA will result in the immediate cancellation of the student-athlete's privilege to compete in athletics at Park University. A student athlete who is dismissed from athletic participation for a second violation of the Park University Drug Education and Testing Program will have his/her athletic grant cancelled at the earliest possible moment consistent with Park University, Conference, and NAIA regulations. The student-athlete will be encouraged to continue further counseling and to utilize available institutional resources.
3. Immediate Termination from Team Membership – any student-athlete who is convicted of trafficking and/or possession of illegal substances with the intent to distribute will immediately lose the privilege of participating in athletics at Park University upon that conviction. Upon conviction, the student-athlete will also lose any athletic grants/scholarships issued by Park University.

#### I. Substance Abuse Intervention

1. The student-athlete will be required to attend a consultation session at the Park University Counseling Center or other approved counseling facility. The professional counseling staff will make a recommendation, on a case-by-case basis, to the athletic department regarding adequate intervention on behalf of the student athlete. The student-athlete will be required by the athletic department to follow the intervention recommendations of the counselor, including possible referrals and the duration of intervention.
2. In the event that the dependency issues are beyond the realm of practice for the Park University Counseling Center staff or other approved counseling facility referral will be made to a chemical dependency treatment center to determine the scope of substance use. The professional counseling staff will act as liaison between the athletic department and the chosen chemical dependency treatment center.
3. If at any point during the substance abuse intervention the student athlete is found to be delinquent in their obligations the privilege to participate in Park's athletics programs will be revoked. A student-athlete who is dismissed from athletic participation will have his/her athletic related aid cancelled at the earliest possible moment consistent with Park's regulations.

#### J. Appeal and Reinstatement

Students have a right to an appeal. The athletic director serves as the appeal officer. An appeal must be based on the existence of new information, to determine if the process was handled fairly, or to

determine if the sanction imposed was appropriate for the violation. The appeal must be made in writing within five business days of notification of the original decision.

**K. Alcohol and Tobacco Policy**

Park athletics supports and enforces the NAIA ban on tobacco use by student-athletes, coaches, and athletic personnel as per the NAIA Substance Abuse Program. See Appendix T.

**L. Safe Harbor Program**

Park's Safe Harbor Program policies are being created and will be implemented by Fall 2018.

Athletics – Drug and Alcohol Use and Drug Testing Policy is available at: [http://www.park.edu/pirate-archives/piratepost/park\\_university\\_drug\\_testing\\_procedures.pdf](http://www.park.edu/pirate-archives/piratepost/park_university_drug_testing_procedures.pdf).

**DESCRIPTION OF THE ALCOHOL AND DRUG PROGRAM ELEMENTS**

Park University strives to create programming that complements, educates, and provides awareness to the implications of AOD policy violations on the individual, community, and University level. Below is the description of the AOD specific program conducted between January 2015 through March 2017:

- Facilitated Resident Assistant Training regarding AOD elements specific to residential students
- Facilitated First-Year Experience Mentor regarding AOD elements specific to first-year students
- Conducted Student Organization Officer Training focused on AOD elements specific to student organizations
- Conducted mandatory athlete orientation regarding AOD elements and NAIA standards of conduct
- Conducted International Student Services and Admissions extended orientation regarding AOD elements focused on culture, use, and policies
- Coordinated Counseling Center availability for student support and information regarding AOD elements
- Facilitated distribution and implementation of Park University's online magazine (Student Health 101) which provided information regarding AOD education and support resources.
- Facilitated on-campus events focused on AOD education and prevention
  - Sex and Drugs Show (Title IX Engagement Programming)
  - Sexual Assault Awareness Week Programming

<b>Date</b>	<b>Activity</b>	<b>Audience</b>	<b>Responsibility</b>
8/21/2015 1/22/2016 8/19/2016 1/20/2017	Park University Activities Fair	All Kansas City Area Students	Office of Student Leadership and Engagement
3/29/2016	All University Health Fair	All Kansas City Area Students	Department of Nursing
8/16/2015 8/14/2016	Athletics Mandatory	Student Athletes at	Department of Athletics



	Orientation	Park University	
University Business Hours	Counseling Center	All Kansas City Area Students	Counseling Center
8/8/2015 - 8/12/2015 8/9/2016 - 8/13/2016	FYE Training	First Year Experience Mentors	Office of Student Leadership and Engagement
8/14/2015 1/15/2016 8/12/2016 8/26/2016	International Student Services and Admissions Extended Orientation	All Kansas City Area Students	Department of International Student Admissions and Services.
8/15/2015 1/4/2016 - 1/15/2016 8/13/2016 1/9/2017 - 1/13/2017	New Student Orientation	All New Parkville and Transfer Students	Department of Student Life
Monthly Releases Starting 1/18/2015 - 05/12/2017	Park University Online magazine, Student Health 101, provides healthy and safe alternatives regarding AOD consumption and provides valuable resources regarding addiction help.	All Kansas City Area Students	Department of Student Life
1/5/2015 - 1/9/2015; 8/10/2015 - 8/15/2015 ; 1/4/2016-1/8/2016; 8/03/2016 - 8/15/2016	Resident Assistant Training	Resident Assistants	Office of Residence Life
8/13/2015 - 8 /21/2015; 8/12/2016 - 8/22/2016	Residence Life and Education First Floor Meeting	All Residential Students	Office of Residence Life
8/18/2016 (2 Shows)	Sex and Drugs Show (Alcohol Awareness and Consent Awareness Program)	All Kansas City Area Students	Office of Student Leadership and Engagement
8/14/2015 8/12/2016	Parent and Family	Parents of All Park	Dean of Students

	Orientation	Students	
8/19/2015 1/14/2015 8/17/2016 1/18/2017	Student Organization Leadership Retreat	All Kansas City Area Students	Office of Student Leadership and Engagement
3/15/2015 - 5/12/2017	Online Orientation	All Kansas City Area Students	Department of Student Life
8/13/2015 8/12/2016	All Residence Halls Meeting	All Parkville Students	Office of Residence Life
1/4/2016 8/8/2016	Park Student Activities Board Retreat	All Parkville Students	Office of Student Leadership and Engagement
10/26/2016	Sexual Assault Awareness Week - Audrie & Daisy Screening	All Parkville Students	Office of Student Leadership and Engagement
10/27/2016	Sexual Assault Awareness Week - Synergy Presentation	All Parkville Students	Office of Student Leadership and Engagement

### **SUMMARY OF AOD PROGRAM STRENGTHS AND WEAKNESSES**

Steps for revision might include a comprehensive policy regarding AOD that is implemented throughout the various student, faculty, and staff categories. In addition, a scalable, multi-modal training solution will need to be developed and implemented to ensure trackable, accurate, and timely AOD information is distributed. Programs will need to be developed for the various populations, strategically implemented, and focused to cover the content outlined in the comprehensive AOD strategy.

### **STATEMENT OF CURRENT AOD PROGRAM GOALS AND DISCUSSION OF GOAL ACHIEVEMENT**

The program review primarily pertains to the 2014-2015, 2015-2016, and 2016-2017 academic year timeline. At this review, indicating particular success will be difficult but general conclusions will be reported. Efforts to continue to enhance data collection, expand programs, implement program assessments, and assign program ownership will be addressed in future reviews in accordance with Federal Regulations.

The major objective of this review is to conduct a meaningful review of campus wide components and develop a more strategic, purposeful, and measurable plan for further programs and initiatives. Programs have been in place for the Parkville campus, but there have been intermittent and decentralized data collection procedures. Factoring in the above, we have outlined our program goals as follows:

**Goal 1:** Create and promote social, recreational, extracurricular, and public service options that do not include alcohol and other drugs.

**Goal 2:** Conceive, promote, and create a social, academic and residential environment that supports health-promoting norms.

**Goal 3:** Limit alcohol availability on campus

**Goal 4:** Restrict marketing and promotion of alcoholic beverages on Campus

**Goal 5:** Develop and enforce campus policies, and local, state and federal laws.

Each of these goals was evaluated in the section titled, "AOD Program Goals," against the rubric set forth in EDGAR 86 Supplements Checklist A. After the evaluation of these specific goals, relevant program elements were then further described in the section titled, "Description of the Alcohol and Drug (AOD) Program Elements". As this is the first completed attempt of a full Biennial review, success in the program was measured simply in goal fulfillment through completion of the activities below.

### **Alcohol-Free Options**

**Goal: Create and promote social, recreational, extracurricular, and public service options that do not include alcohol and other drugs.**

**How does your campus provide an environment with alcohol-free options? Please check all that apply:**

Alcohol-free events and activities are created and promoted.

Student service learning or volunteer opportunities are created, publicized, and promoted.

Community service work is required as part of the academic curriculum.

The campus offers a student center, recreation center, coffeehouse, or other alcohol-free settings.

The student center, fitness center, or other alcohol-free settings have expanded hours.

Nonalcoholic beverages are promoted at events.

Does not promote alcohol-free options.

Other:

### **Normative Environment**

**Goal: Conceive, promote, and create a social, academic and residential environment that supports health-promoting norms.**

**How does your campus create a social, academic, and residential environment that supports health-promoting norms? Please check all that apply:**

College admissions procedures promote a healthy environment.

The academic schedule offers core classes on Thursdays, Fridays, and Saturdays.

Exams/projects increasingly require class attendance and academic responsibility.

Substance-free residence options are available.

- The campus encourages an increase in academic standards.
- Faculty and staff are educated about behavioral indicators, student norms, and cultural attitudes related to high-risk or illegal alcohol use.
- Faculty and staff are educated about behavioral indicators, student norms, and cultural attitudes related to illicit drug use.
- Faculty are encouraged to engage in a higher level of contact with students.
- Students are educated about misperceptions of drinking norms.
- Student leadership (e.g., orientation leaders, resident assistants, fraternity and sorority members, athletes, student organizations) promotes positive, healthy norms.
- Students have opportunities to advise and mentor peers.
- Pro-health messages are publicized through campus and community media channels.
- Does not promote a normative environment.
- Other:

## **Alcohol Availability**

### **Goal: Limit alcohol availability on campus**

**How does your AOD prevention program limit alcohol availability? Please check all that apply:**

- Alcohol is banned or restricted on campus.
- Alcohol use is prohibited in public places.
- Delivery or use of kegs or other common containers is prohibited on campus.
- Alcohol servers are required to be registered and trained.
- Server training programs are mandatory.
- Guidelines for off-campus parties are disseminated.
- The number and concentration of alcohol outlets near campus are regulated.
- The costs of beer and liquor licenses are raised.
- The days or hours of alcohol sales are limited.

The container size of alcoholic beverages is reduced.

Alcohol is regulated by quantity per sale.

Keg registration is required.

State alcohol taxes are increased.

Does not limit alcohol availability.

Other:

## **Marketing and Promotion of Alcohol**

### **Goal: Restrict marketing and promotion of alcoholic beverages on Campus**

**How does your AOD prevention program limit marketing and promotion of alcohol on and off campus?**

**Please check all that apply:**

Alcohol advertising on campus is banned or limited.

Alcohol industry sponsorship for on-campus events is banned or limited.

Content of party or event announcement is limited.

Alcohol advertising in the vicinity of campus is banned or limited.

Alcohol promotions with special appeal to underage drinkers is banned or limited.

Alcohol promotions that show drinking in high-risk contexts is banned or limited.

Pro-health messages that counterbalance alcohol advertising are required.

Cooperative agreements are endorsed to institute a minimum price for alcoholic drinks.

Cooperative agreements are endorsed to limit special drink promotions.

"Happy hours" is eliminated from bars in the area.

The sale of shot glasses, beer mugs, and wine glasses at campus bookstores is banned.

Does not restrict marketing and promotion of alcohol.

Other:

## **Policy Development and Enforcement**

**Goal: Develop and enforce campus policies, and local, state and federal laws.**

**How does your AOD prevention program develop and enforce AOD policies on and off campus?**

**Please check all that apply:**

On-campus functions must be registered. (And are allowed only if the majority of participants are employees or outside guests.)

ID checks at on-campus functions are enforced.

Undercover operations are used at campus pubs and on-campus functions.

Patrols observe on-campus parties.

Patrols observe off-campus parties.

Disciplinary sanctions for violation of campus AOD policies are increased.

Criminal prosecution of students for alcohol-related offenses is increased.

Driver's licensing procedures and formats are changed.

Driver's license penalties for minors violating alcohol laws are enforced.

Sellers/servers are educated about potential legal liability.

ID checks at off-campus bars and liquor stores are enforced.

Penalties for sale of liquor to minors are enforced.

Laws against buying alcohol for minors are enforced.

Penalties for possessing fake IDs are enforced.

Undercover operations are used at retail alcohol outlets.

DUI laws are enforced.

Roadblocks are implemented.

Open house assemblies are restricted.

Dram shop laws that apply legal action for serving intoxicated drinkers or minors are established.

Does not develop or enforce AOD policies.

Other:

## **RECOMMENDATIONS FOR REVISING AOD PROGRAMS**

### **Prevention Program's Effectiveness**

As seen by the alcohol and drug incident report numbers, substance abuse is not a major problem for our population of students. That is not to say that incidents never occur or that we do not have students struggling with substance abuse. However, Park has a small community environment so it is pretty easy to see when a residential student is struggling. We are able to intervene and encourage that student to receive assistance if they want to stay in school. Fortunately, this also means that we have a lower number of incidents that are often related to substance abuse (property damage, sexual assaults, etc.).

### **Summary and Recommendations for Revising AOD Program**

In order to further strengthen the program in the future, Park University plans to:

- Strengthen educational programming to students at the beginning of the year regarding alcohol, drugs, relationships, and sexual assault.
- Include at least one question regarding alcohol and drug use on the residential student survey.
- Maintain the annual distribution scheme for the drug and alcohol use policy to students and employees
- Assess and solidify the drug and alcohol testing processes for the athletics program including identifying the safe harbor program.
- Implement Maxient conduct software, which should help monitor violations and the sanctions and referrals of those violations.