

Drug Free Schools and Campuses Regulations
[Education Department General Administrative Regulations
(EDGAR) Part 86]

2008 Biennial Review Report

INTRODUCTION

In compliance with Drug Free Schools and Campuses Regulations [EDGAR Part 86], a meeting was held on Monday, November 17, 2008 at 1:00 PM at the Campus Health Service to conduct a biennial review of the effectiveness of The University of Arizona's (UA) alcohol and other drug (AOD) programs and the consistency of policy enforcement. The biennial review meeting was chaired by Dr. Harry McDermott, Executive Director of the Campus Health Service.

Participants included: Becky Bell (Athletics Department), Anthony Daykin (UAPD), Steve Holland (Risk Management and Safety), Zachary Nicolazzo (Center for Student Involvement & Leadership, Fraternity & Sorority Programs), David Salafsky (Campus Health Service, Health Promotion & Preventive Services), Dave Swihart (Life & Work Connections/Human Resources), Carol Thompson (Dean of Students Office), and Jim Van Arsdel (Residence Life).

Additional contributors to this report included: Sabrena Heilman (Orientation Office), Johanne Jensen (Greek Life), Darci Thompson (UA Life & Work Connections/Human Resources), and Cathy Nicholson (Human Resources).

Meeting notes were taken and final report was provided by Melissa McGee (Technical Expert).

OBJECTIVES

The task of the Biennial Review Committee, as outlined by the U.S. Department of Education's *Complying with the Drug-Free Schools and Campuses Regulations* manual, is:

- 1) to determine the effectiveness of, and to implement any needed changes to, the university's AOD program (policy, enforcement measures, prevention and intervention programming); and
- 2) to ensure that the disciplinary sanctions for violating standards of conduct are enforced consistently.

To facilitate this task, the Biennial Review Committee utilized the *Part 86, Drug-Free Schools and Campuses Regulations Compliance Checklist*. Additionally, participants discussed three specific topics with regard to AOD issues at the UA:

- a. What are the current alcohol and other drug programs (policy, enforcement measures, prevention, and intervention activities) in place at the UA, and are they

effective in preventing and reducing the illegal use of alcohol and other drugs on campus;

- b. Are the current disciplinary sanctions in place for conduct violations with regard to alcohol and other drug use at the UA consistently enforced; and
- c. Looking to the future, what new ideas, strategies and/or partnerships could the UA pursue in order to more effectively address the illegal use of alcohol and other drugs on campus?

Results of the checklist review and discussion are provided in this report.

PART 86, DRUG-FREE SCHOOLS AND CAMPUSES REGULATIONS COMPLIANCE CHECKLIST

1. Does the institution maintain a copy of its drug prevention program? Yes If yes, where is it located?

The UA offers many drug prevention programs, aimed at various audiences, that are implemented and evaluated by several departments across campus. Campus departments that utilize AOD programming include the Athletics Department, Campus Health Service, Risk Management and Safety, Human Resources / UA Life & Work Connections, Residence Life, Center for Student Involvement & Leadership, the Dean of Students Office and the UA Police Department. Descriptions of specific AOD prevention programs and policies can be obtained through these campus departments, and are briefly detailed in this report.

2. Does the institution provide *annually to each employee and each student*, who is taking one or more classes for any type of academic credit except for continuing education units, written materials that adequately describe and contain the following?

a) Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities

Students: Yes Staff and Faculty: Yes

b) A description of the health risks associated with the use of illicit drugs and the abuse of alcohol

Students: Yes Staff and Faculty: Yes

c) A description of applicable legal sanctions under local, state, or federal law

Students: Yes Staff and Faculty: Yes

d) A description of applicable counseling, treatment, or rehabilitation or re-entry programs

Students: Yes Staff and Faculty: Yes

e) A clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions

Students: Yes Staff and Faculty: Yes

COMMENTS:

In 2008, the UA began sending students and employees an electronic notification that describes and contains the information stated in Part 86, item #2. Students received this notification from the Registrar's Office on September 15th, 2008 via an email titled "UA Statement on Drug Free Schools and Campuses." Employees received the notification on April 30th, 2008 via an emailed edition of "Lo Que Pasa." Copies of both email notifications are provided in the appendix of this report.

In addition to the newly-implemented email notifications, students and employees also receive parts or all of this information via one or more of the following venues – (STUDENTS) orientation sessions with all incoming students and their parents, Residence Life code of conduct forms, the Student Organization Handbook, UAPD's annual crime report, E-CHUG alcohol assessment program mandatory for all first-year students, NCAA AOD alerts posted for all UA athletes, Greek Life new member programming, drug testing consent forms signed by all UA student athletes, meetings with administrators in the Dean of Students office and through their website; (EMPLOYEES) Human Resources workbooks distributed during new employee orientations, supervisor and employee trainings, the Commercial Driver's License program, UAPD's Annual Campus Safety and Security Report, and the UA Human Resources website.

3. Are the above materials distributed to students in one of the following ways?

a) Mailed to each student (separately or included in another mailing)

Yes (see 3f for further explanation)

b) Through campus post office boxes

No

c) Class schedules which are mailed to each student

No

d) During freshman orientation

Yes

e) During new student orientation

Yes

f) In another manner (*describe*) – While students no longer receive a paper copy of all the items listed in Part 86, item #2, they do now receive this information via an email sent from the registrar’s office. Plans are in place to ensure that students receive this email during fall and spring semesters so as to notify students who may enroll mid-academic year. Other venues for material/information distribution include websites, student-administrator meetings (both individual and group), new and transfer student orientation sessions, electronic postings and programs.

4. Does the means of distribution provide adequate assurance that each student receives the materials annually?

Yes

COMMENTS:

The Biennial Review Committee is confident that the newly-implemented electronic transmission of materials stated in Part 86, item #2 will ensure that all current and future UA students receive the information. It must be noted, however, that while the UA was transitioning between hard copy and electronic notification of this information, there was a gap in notification to students. This gap occurred during the 2007-2008 academic year.

5. Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution?

Yes

COMMENTS:

The Committee’s plan to send email notifications containing all information stated in Part 86, item #2 to all students in both the fall and spring semesters will ensure that students who enroll mid-academic year are adequately notified.

6. Are the above materials distributed to staff and faculty in one of the following ways?

a) Mailed

Staff: Yes

Faculty: Yes (see 3d for further explanation)

b) Through campus post office boxes

Staff: No

Faculty: No

c) During new employee orientation

Staff: Yes

Faculty: Yes

d) In another manner (*describe*) – While employees no longer receive a paper copy of all the items listed in Part 86, item #2, they do now receive this information via an email edition of “Lo Que Pasa”. Plans are in place to ensure that employees receive this email during fall and spring semesters so as to notify employees who are hired mid-academic year. Other venues for material/information distribution include websites, supervisor/administrator-employee meetings (both individual and group), new employee orientations, and employee trainings.

7. Does the means of distribution provide adequate assurance that each staff and faculty member receives the materials annually?

Students: Yes *Staff and Faculty:* Yes

8. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?

Students: Yes *Staff and Faculty:* Yes

9. In what ways does the institution conduct biennial reviews of its drug prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?

a) Conduct student alcohol and drug use survey

Yes

b) Conduct opinion survey of its students, staff, and faculty

Students: Yes *Staff and Faculty:* No

c) Evaluate comments obtained from a suggestion box

Students: No *Staff and Faculty:* No

d) Conduct focus groups

Students: No *Staff and Faculty:* No

e) Conduct intercept interviews

Students: Yes *Staff and Faculty:* No

f) Assess effectiveness of documented mandatory drug treatment referrals for students and employees

Students: Yes – While the alcohol diversion program (SHADE) offered to UA students who violate AOD policies is optional, this program is evaluated for its effectiveness in changing students’ AOD-related knowledge, behaviors and attitudes.

Staff and Faculty: No – The University of Arizona does not mandate drug treatment for employees. Violations are addressed through disciplinary action – usually discharge.

g) Assess effectiveness of documented cases of disciplinary sanctions imposed on students and employees

Students: Yes

Staff and Faculty: Yes – the effectiveness of disciplinary sanctions are evident. The employee is discharged; or if the offense does not merit discharge, future offenses will most likely end that way.

h) Other (please list) – Other evaluation procedures include Annual Campus Safety and Security Report, monitoring information delivered through the UA Ethics and Compliance Hotline (est. July 2007), the Hazing Hotline and the UA Facilitators “Ask Me” Program, emailed feedback regarding AOD programs/referrals, in-person interviews, results from random institutional drug testing among athletes, administrator/supervisor-employee evaluation reports and training evaluation feedback.

10. Who is responsible for conducting these biennial reviews?

The Safe and Drug Free Schools and Campuses Act Biennial Review Committee is responsible for overseeing biennial reviews. The committee is led by The University of Arizona Campus Health Service and involves representatives from the Athletics Department, Human Resources / Life & Work Connections, Center for Student Involvement & Leadership, Residence Life, Dean of Students office, Risk Management and Safety department, and the UA Police Department.

11. If requested, has the institution made available, to the Secretary and the public, a copy of each requested item in the drug prevention program and the results of the biennial review?

Yes. If requested, The University of Arizona would make available to the Secretary and the public a copy of each requested item in the drug prevention program and the results of the biennial review.

12. Where is the biennial review documentation located?

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COMMITTEE DISCUSSION

In addition to completing the Part 86, Drug-Free Schools and Campuses Regulations Compliance Checklist, Committee members addressed each of the discussion questions below and provided information pertinent to these items.

A) What are the current alcohol and other drug programs (policy, enforcement measures, prevention, and intervention activities) in place at the UA, and are they effective in preventing and reducing the illegal use of alcohol and other drugs on campus?

Provided below is an extensive list of the various ways in which committee members' departments currently address AOD issues on the UA campus. The committee proposed that prior to the 2010 Biennial Review this information be compiled and housed on a master webpage – accessible to students, employees and the general community – and linked to the UA AOD policies webpages on the Human Resources and Dean of Students websites. It was decided that the Campus Health Service would take the lead in creating this master webpage and would update it on an annual basis with the cooperation of the Biennial Review Committee.

Current AOD Programs at the UA (by department)

Campus Health Service:

- Mandatory e-CHUG alcohol screening with immediate personal feedback to all incoming freshmen
- Diversion (SHADE) programming for students in violation of alcohol laws or policies
- Social norms media campaigns to correct student misperceptions of peer AOD use
- Project CHAT programming that involves physicians and nurse practitioners screening for alcohol abuse during patient visits in the medical clinics
- BASICS programming for Greek students/chapters who are in violation of AOD laws and policies, on probation, or are requesting such programming
- Sorority Wellness Program including AOD-related normative feedback and health education through posters, newsletters and presentations
- Environmental management strategies to eliminate mixed messages about AOD use, policy and enforcement practices on campus and in the community
- Partnerships with campus, local community and state groups to reduce underage and high risk drinking among students
- Early intervention outreach to parents of incoming freshmen regarding AOD issues
- See Appendix for further information and evaluation of these programs (*Meeting to Address Freshmen Alcohol Consumption at the UA, Project SAFE Overview, Model Program Overview, Project CHAT Overview, "Students and Alcohol: What Parents Can Do to Help" PawPrint article*)

University of Arizona Police Department:

- Annual publication of the Campus Crime and Security Report
- "Zero tolerance" for AOD related DUI
- Automatic referral of all AOD offenses to the Dean of Students office for intervention
- Partnerships with campus, local community and state groups to reduce underage and high risk drinking among students

- AOD policy and safety awareness trainings to key groups on campus, including Residence Life, Greek Life, new students and parents, academic units, athletics, Navy/ROTC
- AOD policy and safety awareness events and brochures to educate the entire student population
- See Appendix for further information and evaluation of these programs (*UAPD Memorandum re: 2008 Safe & Drug Free Campus, Alcohol Awareness Lesson Plan and “Drug Awareness” Brochure, Campus Safety & Security Pamphlets*)

Athletics Department:

- Implementation of the *STEP UP! Be a Leader, Make a Difference* interdisciplinary program that trains student-athletes to recognize problem situations (e.g., alcohol abuse, hazing) involving their peers and to safely and effectively act on them.
- Individual meetings concerning AOD policies, enforcement and awareness issues with all athletic teams through the department’s compliance office
- AOD policy and safety awareness education at all new student-athlete orientations (in partnership with the Campus Health Service)
- AOD related presentations in the Peak Performance class (this class was cancelled in 2008, but was provided in each of the 8 prior years)
- Mandatory speaker every year addressing AOD issues
- Inclusion of UA, NCAA and Arizona Board of Regents AOD policies and enforcement information in the UA Department of Intercollegiate Athletics Student-Athlete Handbook (available at www.athletics.arizona.edu/cats)
- Beginning in Fall 2009, inclusion of AOD related interactive activities during physical exams
- See Appendix for further information about the STEP UP! Program (*NCAA Memorandum re: STEP UP! Be a Leader, Make a Difference*)

Center for Student Involvement & Leadership / Greek Life:

- Greek student notification of UA and Greek Life AOD policies and enforcement measures via the “IFC/Panhellenic/NPHC/USFC/GAMMA Student Risk Management Policy at The University of Arizona Rules and Regulations” manual
- Implementation of the Olympian Health and Wellness Program, featuring activities that educate and raise awareness about AOD issues and safety including – Hunter White Greek Life Advocacy Program, UAPD/Fraternity & Sorority Liaison Program, Bid Day educational sessions for new members, Sorority Safe Night, Safe Spring Break Preparedness & Awareness Program, Women’s Social Normative Program, Hazing Prevention Program and ongoing research on Greek student trends, habits and practices
- See Appendix for further information (*IFC/PANHELLENCI/NPHC/USFC/GAMMA Student Risk Management Policy at The University of Arizona Rules and Regulations, Olympian Health and Wellness Program Description, Health Advocates’ Alcohol Education Slideshow, IFC Bid Night Meeting Agenda, Greek Life New Member Education Program: Supplemental Information, Greek Life Wellness Standards*)

Residence Life:

- AOD policies and enforcement information included in “Community Standards Agreement” which all students must read and accept as part of their on-line housing application, in the *Community Living Guide* distributed to all student residents, on the “Ways to Get Evicted” form that all students must read and sign upon initial check-in at the residence hall, on signage posted throughout each building and on the Residence Life website
- AOD policy, enforcement and safety awareness education provided to students in mandatory Wing/Community meetings; educational units designed to enhance good decision making and solid citizenship among student residents
- Annual review of AOD-related “Community Standards” to ensure they are appropriate and effective
- AOD-related violations in student notification of charges, a due process hearing and likely eviction from the residence halls if the offense is a second violation for AOD (marijuana specifically); enforcement is designed to be preventative and educational to students
- UAPD/Residence Life Liaison Program providing annual Community Director and RA training
- Steady decline in overall incidents, including alcohol-related violations, in the residence halls have been observed over the past three years
- See Appendix for further information (*Community Living Guide and “Community Standards Agreement”, “How to Get Evicted” Form*)

Department of Risk Management & Safety:

- AOD violations and enforcement language included in the UA Fleet Safety Policy and Commercial Driver’s License Compliance Program
- Required participation in Commercial Driver’s License (CDL) compliance program for employees with driving duties per federal regulations
- August 2008 changes to the policy regarding AOD issues include – revision of the Motor Vehicle Record (MVR) evaluative review point system to distinguish between regular moving violations and serious violations such as DUI, required management actions for drivers who have either conditional or unacceptable MVR status (as evaluated by the point system), new procedure to address increasing number of drivers with the Ignition Interlock Restricted License due to recent changes in Arizona law regarding penalties of DUI
- See Appendix for further information (*Department of Risk Management & Safety Fleet Safety Policy Manual*)

Dean of Students Office:

- Regular updating of the UA Code of Conduct which contains language about AOD policies and sanctions for students enrolled at the UA
- Consistent enforcement of said AOD policies and sanctions

- AOD policy and safety awareness educational training at new student/parent orientation program
- Publication of AOD policies, sanctions and safety awareness in “The Paw Print” electronic newsletter sent to parents and families of UA students

Human Resources / Life & Work Connections:

- Training for employee supervisors regarding substance abuse and related issues
- Distribution of brochures about AOD issues
- Provision of supervisor / employee consults with regard to issues of substance abuse
- Provision of individual counseling and referral regarding AOD issues
- Delivery of worksite wellness screenings that address AOD use and concerns among other health issues
- See Appendix for further information (*Human Resources Workbook for New Employees and Anonymous Employee Letter to Life & Work Connections*)

B) Are the current disciplinary sanctions in place for conduct violations with regard to alcohol and other drug use at the UA consistently enforced?

Committee members agreed that significant changes have been made between 2006 and 2008 to improve consistency and collaboration between campus departments regarding AOD policy enforcement and sanctions for students. These changes include closer collaboration between Residence Life, UAPD and the Dean of Students Office, and tighter controls on AOD use and distribution at the annual UA Homecoming Tent Event on the Mall.

However, members did not feel that any changes had been made regarding how the campus identifies and deals with AOD violations among employees. Their consensus was that employee management is highly decentralized and, in general, AOD violations are dealt with individually between the employee and his/her department supervisor(s). The exception to this is the explicit policy and sanctions set forth by the Department of Risk Management & Safety in their “Fleet Safety Policy Manual.” When contacted by the committee, Director of HR Services Cathy Nicholson reported that while her department is aware that employee management is highly decentralized, the department lacks adequate resources to conduct a centralized review of disciplinary actions.

C) Looking to the future, what new ideas, strategies and/or partnerships could the UA pursue in order to more effectively address the illegal use of alcohol and other drugs on campus?

Committee members proposed the following as items of interest in the coming two years:

- 1) Possible incorporation of the STEP UP! Program on an institutional level. Currently, the STEP UP! Program is being delivered to student-athletes, and limited Resident Advisor and CSIL trainings. Several members of the committee noted that the program is

showing great potential for improving student skills in handling problematic situations (including AOD abuse) in a healthy and proactive manner. They noted that this program addresses an area – students assisting other students – that has not effectively been tapped on the UA campus. Committee members agreed to investigate other departments and programs in which the STEP UP! Program could be incorporated.

- 2) Banning alcohol in the UA Residence Halls. It was questioned why UA residence halls, which are designed to house primarily underage students, allow alcohol to be consumed on their property by legal age students. It was noted that the majority of students who reside in the halls are not of legal drinking age, and that the presence of alcohol in these buildings create an environment where alcohol violations can readily occur due to easy access to alcohol. To counter this argument, it was stated that students of legal drinking age are not the ones who cause alcohol-related disturbances in the halls; rather, these are caused by underage students. Additionally, it was stated that Residence Life’s policy on alcohol consumption, who is legally able and not able to drink alcohol in the halls, are clear. The mission of Residence Life is to educate students on how to make good choices. Eliminating all alcohol from the Residence Halls, it was conceded, would help enforcement strategies, but it would detract from the overlying mission of teaching good decision-making among students. This has been, and will continue to be, a topic of discussion at campus AOD policy and enforcement meetings.

- 3) Banning alcohol at Greek Bid Night parties. Alcohol present at Bid Night parties where the primary audience is underage students presents the same dilemma as noted in item #2. It was questioned why alcohol is allowed to be a component of these parties. It was noted that alcohol has been problematic at these parties, resulting in underage drinking and drunkenness that has lead to student hospitalizations. It was noted that there seems to exist a problematic culture of alcohol abuse among Greek members. As with item #2, this matter has been, and will continue to be, a topic of discussion at campus AOD policy and enforcement meetings.

THE BIENNIAL REVIEW COMMITTEE MEETING ENDED AT APPROXIMATELY 2:45PM.

APPENDICES

- UA Statement on Drug Free Schools and Campuses: Electronic Notification to Students
- UA Statement on Drug Free Schools and Campuses: Electronic Notification to Employees
- Meeting to Address Freshmen Alcohol Consumption at the UA (notes)
- Project SAFE Overview
- Model Program Overview
- Project CHAT Overview
- “Students and Alcohol: What Parents Can Do to Help” (article in The PawPrint publication to parents and families of UA students)
- UAPD Memorandum re: 2008 Safe & Drug Free Campus
- Alcohol Awareness Lesson Plan and “Drug Awareness” Brochure
- Campus Safety & Security Pamphlets
- NCAA Memorandum re: STEP UP! Be a Leader, Make a Difference
- IFC/PANHELLENCI/NPHC/USFC/GAMMA Student Risk Management Policy at The University of Arizona Rules and Regulations (revised May 6, 2008)
- Olympian Health and Wellness Program Description
- Health Advocates’ Alcohol Education Slideshow
- IFC Bid Night Meeting Agenda
- Greek Life New Member Education Program: Supplemental Information
- Greek Life Wellness Standards
- Community Living Guide and “Community Standards Agreement”
- Residence Life “How to Get Evicted” Form
- Department of Risk Management & Safety Fleet Safety Policy Manual
- Human Resources Workbook for New Employees
- Anonymous Employee Letter to Life & Work Connections