



**Alcohol and Other Drug Program
Biennial Review of St. Thomas
Aquinas College**

2013-2014 & 2014-2015

Introduction

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require an institution of higher education (IHE) such as St. Thomas Aquinas College ("STAC") to certify it 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 a part of any of its activities.

STAC acknowledges its obligation to conduct a biennial review of compliance with the Drug-Free Schools and Communities Act, and authorized an administrative review to be conducted to determine if the college fulfills the requirements of these Federal regulations. The Office of Student Development, together with Campus Safety and Security, Human Resources, and Counseling & Psychological Services (CAPS), is responsible for conducting the review and reporting on the findings.

The intention of this document is to summarize and evaluate the effectiveness of the programs and activities related to alcohol and drug prevention during the **2013-2014** and **2014-2015** academic years.

Review Committee Membership

Dr. Kirk Manning, Vice President & Dean of Student Development

Norman Huling, Associate Dean of Student Development

James Nawoichyk, Director, Campus Safety & Security

Dr. Lou Muggeo, Director, Counseling & Psychological Services

The following College departments provide information for the biennial review:

- Student Development (Residence Life & Student Activities)
- Counseling & Psychological Services
- Human Resources
- Campus Safety

Compliance with Drug Free Schools and Communities Act

The College continues to remain in compliance with the requirements of the Drug-Free Schools and Communities Act and has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs by its students and employees as demonstrated by this biennial review. The College maintains written policies on alcohol and other drugs and has developed a thorough method for distributing this policy to every student and employee.

The written materials are annually distributed in the **St. Thomas Aquinas College (STAC) Drug Free Schools and Communities Act Program** and contain the following information:

- 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
- A description of the health risks associated with the use of illicit drugs and abuse of alcohol
- A description of applicable legal sanctions under local, state or federal law
- A description of counseling or treatment programs
- A clear statement and description of the disciplinary sanctions the institution will impose on students and employees.

As a part of the biennial review, the following data, resources and programs were examined:

- Complying with The Drug-Free Schools and Campuses Regulations (EDGAR Part 86), A Guide for University and Campus Regulations prepared by the Higher Education Center
- The Higher Education Amendments of 1998 (P.L. 105-244) and the Drug-Free Schools and Communities Act Amendments of 1989 (P.L. 101-226) and related commentary and general provisions
- Higher Education Center for Alcohol and Other Drug Prevention
- Regulatory changes to the Higher Education Opportunity Act in Section 107, which require future reports of the number of drug and alcohol related violations and fatalities that have occurred on the institutions campus as a part of the institutions activities that are reported to campus officials
- State and Federal Drug and Alcoholic Beverage Laws
- STAC's Drug Free Schools and Communities Act Program
- Alcohol and Other Drug Policy documents distributed to all faculty, staff and students for campus and online modalities
- Summary review of the educational programs provided to campus students
- STAC's Student Handbook & Academic Catalogs 2013-2014, 2014-2015

- STAC's Student Handbook procedures for Student Code of Conduct Disciplinary Procedures
- STAC's Student Handbook procedures for Student Code of Conduct Disciplinary Sanctions
- Student referral data to the Counseling & Psychological Services (CAPS) for drug and alcohol related issues
- Student policies related to drug and alcohol use and the sanctions imposed for failure to comply

In compliance with the Drug-Free Schools and Communities Act, STAC has implemented a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The Program includes annual distribution of information to students and employees concerning the possession, use, or distribution of alcohol and illicit drugs at the College.

The Federally Mandated Policy about alcohol and other drugs is distributed annually to each staff member and student as follows:

The faculty and staff Alcohol and Drug-Free Campus and Workplace Policy is available online through the Human Resources online website and to all new employees during orientation.

The student Alcohol and Other Drug Policy is distributed annually via email in the Student Handbook and is available to staff, students, and the general public via the college's website.

STAC utilizes a four part framework to address alcohol and other drug use by implementing the following strategies: Policy, Enforcement, Education and Intervention.

An overview of each strategy is described in this document.

Policy

The College's policy on alcohol and drugs is implemented across the College community. Most commonly, it is articulated in the Student Handbook, Employee Manuel, and in other specific College Regulations on possession of alcohol and other drugs.

Key excerpts from the policies are shown below.

The College's Office of Student Development provides overall coordination of the Drug-Free Schools and Communities Act Program and coordinates with other departments in the oversight of College policy, including:

For Student Disciplinary Actions: Associate Dean of Student Development and Residence Life Staff

For Employee Disciplinary Actions: Human Resources

College Student Abuse Use Policy:

In accordance with the Drug-Free Schools and Communities Act Amendments of 1989, St. Thomas Aquinas College has adopted and implemented programs and policies designed to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by College community members on College Property or as part of any of its activities.

Alcoholic Beverages Policy - Federal law requires that in order for an institution of higher education to receive federal funds, it must adopt and implement a program to prevent the possession, use, or distribution of illegal or illicit drugs and alcohol by students and employees.

In keeping with the foregoing, all students are required to strictly adhere to the standards of conduct outlined below.

a) Alcoholic Beverages: In keeping with the laws of New York, college policy regarding alcoholic beverages is as follows:

- 1) It is illegal for any person under 21 years of age to possess alcoholic beverages or to attempt to purchase or to consume or transport any alcoholic beverage.
- 2) It is illegal for any person to sell or give alcoholic beverages of any kind to a minor.
- 3) It is illegal for any person to misrepresent his or her own age or the age of any other person to obtain alcoholic beverages.

For students and their guests of legal age, alcoholic beverages are confined to resident rooms with doors closed, or to a location designated and approved by the Office for Student Development. All individual students or guests in any student room must be of legal age (21 years or older) when alcohol is present.

Alcohol is prohibited in all public areas, including, without limitation, porches, lounges, stairs, lobbies, classrooms, hallways, and offices. In those situations in which

exceptions are made, the college reserves the right to require additional procedures to ensure safety and responsible consumption.

Alcoholic beverages are not allowed in the Student Activities programs on campus unless during an event where all in attendance are of age and the sponsoring group has received the explicit written permission of the Vice President and Dean for Student Development.

b) Alcohol Containers and Quantities: This section regulates the amount of alcohol a student who is 21 or older may possess in our residence halls or while on college property.

The essential elements of that policy are as follows:

- 1) No kegs or beer balls, or the number of cases and/or bottles or cans of alcohol that equal the volume of these containers, are permitted in the residence halls or on college property.
- 2) No alcoholic punch/mix/concoction is permitted in the residence halls or on college property.
- 3) No student may possess more than one total unit in any combination of the following list of alcohol unit amounts:
 - One gallon of wine.
 - One liter of hard liquor or natural or distilled spirits used or intended for consumption.
 - One case of beer or malt products (24 12-ounce bottles or cans).
 - One case of wine coolers or similar alcoholic products (24 12-ounce bottles or cans).

Bulk amounts and common sources of alcohol are strictly prohibited for individual and campus organizations unless provided by a third-party vendor and approved by and registered with the Office for Student Development.

Examples of bulk amounts and common sources of alcohol are kegs and beer balls or jug wines. Alcohol used in violation of college policy will be confiscated. Empty alcohol containers and paraphernalia—including wine bottles, beer cans/bottles, liquor bottles of any size, shot glasses, beer bong and funnels—are prohibited on college property, including those for decorative purposes.

The unlawful possession, use, sale, or distribution of illegal drugs or controlled substances is prohibited within the residence halls, on campus grounds, or at College-sponsored events. Drug paraphernalia is not permitted within the residence halls, on campus grounds, or at College-sponsored activities.

Employee Policies:

The College prohibits the manufacture, distribution, dispensation, sale, purchase, or transfer of any controlled substance by its employees on College premises or while conducting College business. The College prohibits the unlawful possession or use of any controlled substance by its employees on College premises or while conducting College business. Employees may not report to work under the influence of an unauthorized controlled substance. Controlled substances include those drugs listed in the federal Controlled Substances Act.

The College also prohibits the use, possession, distribution, transfer or sale of any drug paraphernalia on College premises or while conducting College business. In addition, the College prohibits employees from reporting to work under the influence of, dispensing, possessing or using alcohol on College premises or while conducting College business except as permitted at specific College events.

Enforcement

The College seeks to uphold College drug and alcohol-related policies and laws, and will impose disciplinary sanctions against those students and/or employees who violate said policies and laws consistent with local, State or Federal law. Enforcement of the College's Drug and Alcohol policies is facilitated by Campus Security & Security, the Vice President & Dean of Student Development, Associate Dean of Student Development, and Executive Director of Human Resources. As part of the disciplinary process, the College may also request that the student or employee complete a counseling or rehabilitation program.

In the 2014-2015 academic year, St. Thomas Aquinas College aligned its sanctioning efforts across all units of the College involved in Drug and Alcohol enforcement to ensure consistency of enforcement and sanctions across the student populations. In addition, a continuing focus on educational and intervention support opportunities is a priority of the College.

Students

Sanctions for students included: warnings, fines, online-based developmental instruction, written assignments, conduct probation, removal from residence, suspension. The College maintains a progressive sanctioning protocol. It demonstrates a commitment to ensuring evenly imposed sanctioning processes through the development and implementation of the Community Standards sanctioning.

Data regarding student Alcohol and Drug violations are recorded in accordance with reporting periods for the **Jeanne Clery Campus Crime Reporting** requirements and are representative of the time period of **January 2013 - December 2013 and January 2014-December 2014** and are listed below:

Persons Referred for Campus Disciplinary Action	Year	On-Campus	Residence Life	Non-Campus	Public Property	Total
Liquor Law Violations	2013	79	79	0	0	79
	2014	71	71	0	0	71
Drug Law Violations:	2013	18	18	0	0	18
	2014	19	19	0	0	19

In 2014, our liquor law violations dropped by 10% and our drug law violations increased by .05%. This decline may be indicative of the effectiveness of the St. Thomas Aquinas College Drug Free Schools and Communities Act Program.

Employees

Sanctions for employees included: Mandatory EAP Referral and Termination. In addition, some employees chose to voluntarily resign. Employees may self-refer or have a Human Resources' referral to the Employee Assistance Program for assistance in dealing with the use of alcohol or a controlled substance. The Office of Human Resources manages staff corrective action. The findings of each investigation are reviewed against past precedents and recommended sanctions are imposed consistent with those comparisons.

Education

The College acknowledges the diverse needs of its community of learners. In approaching prevention and support services to the student community, the College recognizes these diverse needs, and has approached prevention education with an eye to the community.

The St. Thomas Aquinas College student population represents traditional aged college student in a primarily commuter setting. The College acknowledges the distinctions between the populations by developing alcohol and other drug prevention education efforts that are responsive to the audience through a multi-faceted educational approach. An example of tailored educational programming is demonstrated through our opening weekend workshops and guest speakers addressing numerous alcohol and drug issues facing each member of our community.

Prevention

The College provides both mandatory and optional training and educational opportunities for alcohol and other drug prevention education to its students, faculty and staff. Special populations supported by programming efforts include athletes, residence life, and student government leaders.

An example of required curricular education for incoming freshmen is included in the first year, Freshman Experience course (STAC 101). College personnel and community partners are invited into the classroom to discuss campus and community resources, and education related to alcohol and other drugs. These experiences reinforce the course outcomes/objectives of gaining knowledge of college resources and address college compliance with DSFCA.

Intervention and Support Services

The College disseminates resource and intervention referrals regarding the use of alcohol and other drugs. Student Development provides an overall coordination of the Drug-Free Schools and Communities Act Program and coordinates with other departments in the implementation of programs, including counseling intervention and support service referrals made by the Office of Counseling & Psychological Services and Human Resources. The College provides services related to drug and alcohol use and abuse for its staff, faculty and students.

Evaluation of Plan

Program Strengths

The College provides clear and comprehensive guidelines for students, faculty and staff regarding its alcohol and other drug policies.

The College maintains records of student and staff violations and sanctioning processes that are consistently implemented.

The College provides AOD prevention to its students by developing alcohol and other drug prevention education efforts that are responsive to the audience.

The College employs staff with appropriate training and credentials to address issues of alcohol and other drug use/abuse by students and staff and/or contracts with third party vendors to provide support services.

The College maintains and/or contracts with third party vendors to maintain online web resources for students and staff related to drug and alcohol use and abuse.

The University includes AOD prevention into the curriculum in its Freshman Experience (STAC 101) course, required for all incoming freshman students.

The University's student and staff sanctioning data represent overall declines in both drug and alcohol sanctions during the review period.

Program Areas of Improvement

The College does not survey the community after the first year experience which doesn't give a clearer understanding of the scope of the problem. This lack of data prevents effective analysis of trends during the college years.

Data collection by the College and third party vendors is not effectively coordinated to utilize for assessment of prevention and education methods.

Program Recommendations

The College will effectively establish future goals for prevention efforts through review of data for prevention and education programming for the upcoming 2015/2016 and 2016/2017 academic years.

The College will initiate the development of a comprehensive Prevention Plan in the Fall of 2015 that will unite the prevention and wellness initiatives the College currently facilitates including Alcohol and Other Drugs, Sexual Violence Prevention, Health & Wellness.

The College will require all new incoming students through the Orientation programs to complete the MyStudentBody online educational alcohol, drug and sexual violence modules before classes begin in the 2015-2016 year.

Summary

St. Thomas Aquinas College organized a cross departmental workgroup for the purpose of engaging in a biennial review of compliance with the Drug-Free Schools and Communities Act, and conducted a review in order to summarize and evaluate the effectiveness of the College's programs and activities related to alcohol and drug prevention during the 2013-2014 and 2014-2015 academic years.

The College continues to remain in compliance with the requirements of the Drug-Free Schools and Communities Act and has adopted and implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs by its students and employees as demonstrated its comprehensive, environmental approach to addressing alcohol and other drug issues in its community. St. Thomas Aquinas College remains committed to creating a safe and healthy environment for its students.