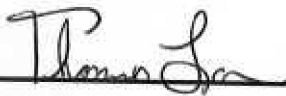


Missouri StateTM

U N I V E R S I T Y

BIENNIAL REVIEW 2014 AND 2015



6/24/16

Dr. Thomas Lane, Associate Vice President
and Dean of Students

Date

Missouri State University

Biennial Review of Alcohol and Drug Programs 2014-2015

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**Missouri State University
Biennial Review of Alcohol and Other Drug Programs
2014 and 2015 Academic Years**

The Higher Education Act of 1965 (as amended by the Safe and Drug-Free Schools and Communities Act of 1994) requires that every institution of higher education (IHE) receiving federal financial aid must adopt and implement a program to prevent the use of illicit drugs and the abuse of alcohol by students and employees both on its premises and as a part of any of its activities. The Department of Education regulation at 34 C.F.R. "Part 86," implements this provision, requiring that colleges and universities such as Missouri State University must 1) distribute certain drug and alcohol prevention information to students and employees every year, and 2) conduct a Biennial Review of illicit drug and alcohol prevention programs every other year.

1. Alcohol and other drug prevention information must be distributed annually in writing to all students and employees of Missouri State University, and at a minimum must include:
 - Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees.
 - A description of legal sanctions under local, state and federal laws for possession or distribution of illicit drugs or alcohol.
 - The health risks associated with the use of illicit drugs and alcohol.
 - A description of drug or alcohol counseling and treatment or other programs available to students and employees at Missouri State University.
 - A clear statement from Missouri State University that it will impose disciplinary sanctions on students and employees for violations of drug and alcohol standards of conduct, including a description of those sanctions.
2. The Biennial Review is conducted to determine the effectiveness of the program, and whether Missouri State University needs to implement any changes to the program.
 - The Review must record the number of drug and alcohol-related violations and fatalities that occur on campus or as part of any institutional activity, and the number and type of sanctions imposed as a result of those drug and alcohol-related violations and fatalities.
 - Missouri State University must ensure through its Biennial Review that sanctions are consistently enforced.
 - This Review process began February 2016 and reached completion May 2016.

Missouri State University Biennial Review Participants

- Associate Vice President for Student Affairs & Dean of Students – Coordinator
- Compliance Officer for University Athletics
- Director of Student Conduct
- Director of Counseling Center
- Director of Human Resources
- Director and Associate Director of Residence Life, Housing and Dining Services
- Director of Safety and Transportation
- Director of Taylor Health and Wellness Center
- General Counsel
- MSU Campus Substation of the Springfield Police Department
- MSU Substance Abuse Specialist
- Student Wellness Educator

Missouri State University Policies 2013-2014, 2014-2015

- Alcohol and Other Drug Abuse Prevention Program
- Annual Notice to Students and Employees, 2013-2014, 2014-2015
- Athletics Compliance Policy and Student Athlete Handbook
- Code of Students Rights and Responsibilities (adopted by Board of Governors 8-02-2012)
- Drug and Alcohol Policies, 2013-2014, 2014-2015
- Social Event Risk Management Policy for Recognized Student Organizations

Missouri State University policies are on the MSU website and hard copies are available in the Dean of Students Office.

Alcohol and Other Drug Abuse Prevention Program 2013-2014

The following information is provided annually to every employee and student of Missouri State University out of concern for each person's welfare and in compliance with federal laws. Policies in this notice are available at the given web addresses and in hard copy at the Office of the Dean of Students, Plaster Student Union 405, 836-5527; Human Resources, Carrington Hall 118, 836-6616; and Safety and Transportation, 636 E. Elm, 836-3013.

Statement of Philosophy and Expectations

Missouri State University is committed to providing a healthy, safe, and learning environment for its students, faculty, staff, and guests. Abuse of alcohol and other drugs disrupts this environment and interferes with the academic and personal development of the student, and personal and professional development of University employees. Standards regarding the use of alcohol and other drugs must support local and state laws. Furthermore, policies should reflect and encourage abstinence and low risk consumption of alcohol as acceptable choices, and should actively discourage heavy and high-risk consumption of alcoholic beverages. Policies cannot minimize the potential risks to the health and safety of members of the University community, and every member of the University community has a responsibility to prevent the illegal use of drugs or high-risk use of alcohol.

Missouri State University recognizes that university students are adults. The University's role is to assist students with every available resource to help them develop satisfying life-styles, and equip them for a better quality of life; nonetheless, it cannot and should not stand in the place of a parent. University students, as citizens of this community, of this state, and of the nation are, like any other adults, expected to be aware of and to abide by pertinent laws and University regulations. On the presumption that these expectations will be carried out, the University will not provide staff or other resources to monitor social activities sponsored by student organizations. This will be the responsibility of officers and advisors.

Concomitant with the expectations that the students will conduct themselves at all times as responsible adults is the understanding that, as adults, students may be subject to civil liability resulting from violation of the law. Such liability may exist independently of any disciplinary action taken by the University for Violation of its regulations (which includes violation of pertinent laws). The University is required by the Drug Free Schools and Communities Act Amendments of 1989 to adopt and implement a program to prevent the use of illicit drugs and the abuse of alcohol by students and employees. This program, described herein, is distributed annually to every student and employee of the University.

Additional copies of the prevention program can be obtained from the Human Resources Office, Carrington Hall 118, or the Dean of Students Office, Plaster Student Union 405.

Alcohol and Other Drug Abuse Policy

The unlawful possession, use, or distribution of alcohol is prohibited on University property in conjunction with University activities, and in conjunction with student organization events. This includes violation of the Missouri law prohibiting possession or use of alcohol by persons less than 21 years of age and violation of all other state and federal laws regulating use, possession, or distribution of alcohol and other drugs. "University activities" include those activities that are planned, promoted, or sponsored by a University department or other University subdivision. "University property" includes University owned or leased land, facilities, vehicles, and equipment. Use of alcohol on University property, at University activities, or at the activities of University "sponsored" student organizations, which are recognized student organizations that are advised by a University employee as part of that employee's job description and funded in some manner through University funds, is permitted only if specifically authorized by the Board of Governors, or its delegate, in accordance with state law.

Also prohibited is 1) the unlawful or unauthorized use and/or possession of narcotics, drugs, drug paraphernalia, and/or other chemicals, 2) the distribution and/or sale of alcoholic beverages, except as officially authorized by the Board of Governors or its delegate in accord with state law, and 3) the unlawful or unauthorized distribution and/or sale of narcotics, drugs, and/or chemicals.

Violations of this policy can result in disciplinary action up to and including discharge for employees and dismissal for students and referral for prosecution. Violations of this policy by students will be considered violation of the University disciplinary code, which may result in dismissal, suspension, or imposition of a lesser sanction. Sanctions may also include referrals for appropriate rehabilitation.

Beyond these legal requirements, the University has established policies to reduce the risks associated with the legal use of alcohol at "recognized" student organization activities. Recognized student organizations are those that have completed annual registration with the Office of Student Engagement, are approved by the Student Government Association, are in good standing with the University, but do not meet the criteria to be considered a sponsored student organization. When alcoholic beverages are present at off-campus activities, 1) non-alcoholic beverages and food must be available in adequate supply and in plain view, and 2) the organization must not permit, encourage, or sponsor participation in any drinking games or themes that might encourage the rapid/excessive consumption of alcohol. The complete Social Event Risk Management Policy for Missouri State University Recognized Student Organizations is available at <http://www.missouristate.edu/studentconduct/23805.htm>, in the Dean of Students Office, or the Office of Student Engagement.

Those employees, students, or visitors who are under 21 years of age and who use, sell, or who are in the possession of alcoholic beverages are subject to the penalties of this State's underage drinking laws. Those employees, students, and visitors found illegally possessing, using, or selling illegal drugs may be subject to the penalties of federal, state, and city drug laws.

Legal Sanctions

Local, state, and federal laws prohibit the unlawful possession, use, distribution, and sale of alcohol and illicit drugs. Criminal penalties for violation of such laws range from fines up to \$20,000 to imprisonment for terms up to and including life.

Health Risks

Specific serious health risks are associated with the use of illicit drugs and alcohol. Some of the major risks are:

- Alcohol and other depressants (barbiturates, sedatives, and tranquilizers): addiction, accidents as a result of impaired ability and judgment, overdose which can result in death, damage to a developing fetus, heart and liver damage.
- Marijuana: addiction, panic reaction, impaired short-term memory, increased risk of lung cancer and emphysema (particularly in cigarette smokers), impairment of driving ability.
- Cocaine: addiction, heart attack, seizures, lung damage, severe depression, paranoia, and psychosis. Similar risks are associated with other stimulants such as speed and uppers.
- Hallucinogens (acid, LSD, PCP, MDMA, etc.): unpredictable behavior, emotional instability, violent behavior, organic brain damage in heavy users, convulsions, and coma.
- Narcotics (heroin, Demerol, morphine, codeine, etc.): addiction, accidental overdose, and risk of hepatitis and AIDS from contaminated needles.
- Inhalants (harmful gases and aerosols, glue, nitrous oxide, etc.): loss of consciousness, suffocation, damage to the brain and central nervous system, sudden death, nausea and vomiting, nosebleeds, impaired judgment.

Description of University Services

Campus-Related, Self-Help Groups

- *Alcoholics Anonymous (AA) and Narcotics Anonymous (NA)* groups meet weekly throughout Springfield. Questions regarding meeting days, times, locations, or type of meeting may be obtained from AA (823-7125) or <http://springfieldmoaa.org/> and NA (866-7392).
- *Counseling and Testing Center*, Carrington Hall 311, 836-5116. The Center offers services to students who are currently enrolled in for-credit courses at Missouri State. Students can be seen while the courses in which they are enrolled are in session, and are typically not seen while classes are not in session or during times when not enrolled in any ongoing classes. Individual, couple, group and crisis counseling is available. Faculty and staff members are eligible for consultation and referral services. Non-student spouses, partners, and/or family members are not eligible for independent services, but may be assisted to locate an outside service provider. Substance abuse assessments are available for students deemed in need of such services, and referrals for out-patient or in-patient treatment of chemical dependency or other concerns requiring more specialized services may be made when such a need becomes apparent.
- *Partners in Prevention (PIP)/Partners in Environmental Change (PIEC) Campus/Community Coalition*, Taylor Health and Wellness Center, Room 37, 836-4045
PIP/PIEC is a Missouri State University coalition representing segments of the University and Springfield community who are focused on preventing high-risk drinking among our students. The statewide coalition is comprised of nineteen of Missouri's colleges and universities underwritten by grants from the Missouri Division of Alcohol and Other Drug Abuse and the US Department of Education. The Missouri State University PIP/PIEC Coalition has as its mission to create a campus and city environment that supports responsible decision making in regard to alcohol by Missouri State University students. Missouri State University PIP/PIEC meets on a monthly basis to plan an annual survey of student alcohol and drug use and its consequences, to plan events that highlight responsible decision making, and make available materials that educate University students about our community social norms, acute alcohol poisoning, blood alcohol content, safe transportation, and other relevant issues.

- *Springfield Police Department, Missouri State University Substation, 636 E. Elm St., 836-5327.*
Substation officers are available for presentations on laws related to alcohol and illegal drugs as well as personal safety and assault prevention. Other programs may be available upon request.
- *Student Conduct, Plaster Student Union room 405, 836-6937.*
The Office of Student Conduct, housed within the Dean of Students Office, serves to administer and uphold The Code of Student Rights and Responsibilities of Missouri State University. More than simply policy enforcement, Student Conduct strives to assist students in understanding the impact of their actions and taking responsibility for those actions by utilizing an educational conduct process. Student learning and development is at the forefront of interactions with conduct officers who encourage students to take ownership for their actions and the resulting consequences. Educational consequences of alcohol and drug violations may include required classes, fines that are used for educational efforts, collaborative programs with other offices or entities on campus, and/or a chemical dependency assessment. Students who are concerned about their choices in regard to drugs and/or alcohol are encouraged to seek assistance from Student Conduct. This office maintains close working relationships with campus and community resources that may be able to assist those needing help. The Office of Student Conduct maintains an alcohol and drug education fund that is utilized to support awareness programs offered to the campus community. Student Conduct serves as a resource to student organizations, University departments, faculty, staff, and students who may be victimized by other students or student organizations. Beyond the campus community, Student Conduct is an active member in the Underage Drinking Task Force as well as the Higher Education Committee through Community Partnership of the Ozarks.
- *Student Engagement, Plaster Student Union room 101, 836-4386.*
The Office of Student Engagement serves as a resource for student organizations and advisors on the legal requirements and liability of activities where alcohol may be present. The office also sponsors numerous programs throughout the year, such as comedians, concerts, lectures, and late night programming. The office also provides advisement to GAMMA (Greeks Advocating the Mature Management of Alcohol, <http://studentorganizations.missouristate.edu/gamma/>), who offers programs and events for alcohol education and alcohol-free programming within the Fraternity and Sorority Life system.
- *Taylor Health and Wellness Center, 836-4000.*
Routine and preventive medical services are available through the Center's outpatient clinic. The Wellness Office offers programs on wellness, alcohol and other drugs, exercise and fitness, healthy eating and weight management, stress management, sexuality issues, and tobacco cessation.

Program Review

The University will conduct a biennial review of this program to determine its effectiveness, make changes where necessary, and ensure that it is consistently enforced.

Revision of the Alcohol and Other Drug Abuse Prevention Program.

Action on any recommendations should be followed by a careful review of the Alcohol and Other Drug Abuse Prevention Program by the staff of the Dean of Students for revision. Proposed revisions then should be presented to the President and his Administrative Council for approval.

MISSOURI STATE UNIVERSITY ALCOHOL POLICY

(Included in the annual notice)

Policy Statement

The use and sale of alcoholic beverages in University facilities on the Springfield campus is governed by this policy. Any proposed use or sale of alcoholic beverages outside the parameters set forth in this policy must be approved in writing by the President of the University. Facility managers are responsible for the approval and supervision of the sale, distribution, and presence of alcohol within their facilities and the Athletic Development Office must maintain responsibility for the authorization and planning of tailgate functions within the following parameters:

Sporting Events

The sale of alcohol shall be by a state-licensed vendor that has a contractual relationship with the facility and/or the University.

- JQH Arena: beer and wine (no spirits) may only be sold and consumed in the suites, loge seats, and the PRIME Overtime Club, subject to all applicable laws and regulations.
- Hammons Field: The sale and consumption of alcohol is exclusively controlled by the management of Hammons Field.
- Plaster Sports Complex: beer and wine (no spirits) only shall be sold and consumed in the Sky Boxes, subject to all applicable laws and regulations.

Tailgate Functions

The possession and consumption of alcohol is currently associated with home football games under the auspices of the Athletics Development Office. Expansion to other intercollegiate sports must be initiated by the Athletics Development Office and advance planning must include Safety and Transportation, Facilities Management, and the Office of Student Activities. Tailgate functions are exclusively for the enjoyment of fans attending the home athletic event. They may include community groups and student organizations registered according to established guidelines as well as individuals, individual families or other small groups. The following policies remain in effect for current and future tailgate functions:

- Alcohol may be consumed in designated lots, no more than four hours in advance of the sporting event, and all consumption must end at the start of the event.
- Only persons age 21 and older may possess or consume alcohol.
- All participating community groups must register three days in advance with the Athletics Development Office and all participating student organizations must register three days in advance with the Office of Student Activities. Any registered group that provides alcohol must also make available non-alcoholic beverages and food.
- No kegs or other large containers of alcoholic beverages are permitted in the tailgate area.
- No open containers of alcohol are permitted outside of the scheduled tailgate times and locations.

Conference Services and Special Events

There are a number of campus facilities that are frequently available for rental or hosting of University special events, namely Plaster Student Union, Kentwood Hall Crystal Room, and Meyer Alumni Center Hospitality Room. Groups and organizations that reserve University facilities for special events through Conference Services may request that the event catering include the service of beer and/or wine. Such catering must be performed by the University's dining services provider. Requests for alcoholic beverage service will be considered only when access to the event is limited and can be carefully monitored for compliance with alcohol beverage laws and ordinances.

JQH Arena (non-sporting events)

The University's contracted food and beverage vendor for JQH Arena shall have the opportunity to sell beer/wine in the private areas of the venue. For the purposes of this policy, private areas are defined as suites and the Prime Overtime Club. Further, the University's contracted food and beverage vendor for JQH Arena may, with the permission of the venue's management, engage in the sale of wine and beer to patrons attending specific events. Consumption of beer and wine shall be restricted to the general lobby areas and inside the auditorium. Containers (sealed or unsealed) shall not be allowed to leave the permitted spaces or removed from the premises. The University shall not allow sales of beer and/or wine outside the private areas of the venue at University events featuring performances by University students. Typically, beer/wine service outside the private areas of the venue will be available only at events where the venue is leased by an outside promoter. In any case, the President of the University shall be consulted regarding the appropriateness of beer/wine sales.

The University's contracted food and beverage vendor shall be responsible for application and maintenance of appropriate sales certificates as required by the city, state, etc. Only employees of the contracted vendor shall sell/serve beer and or wine and shall be responsible for evaluation and verification of age and sobriety status for any party consuming or purchasing said items.

Juanita K. Hammons Hall for the Performing Arts

Alcohol policies at the Juanita K. Hammons Hall for the Performing Arts are contained in the Juanita K. Hammons Manual. The Executive Director of Athletics and Entertainment may be contacted at 836-6776 for a copy of the policy.

Residence Hall Staff Apartments

Residence hall directors and assistant directors are uniquely situated on the University campus. The duties and responsibilities require that directors and assistant directors live in campus apartments as their permanent residences. The 1993 Alcohol Policy Task Force recommended that these staff members be authorized to possess and consume alcohol in their apartments. The policy for the possession and consumption of alcohol by residence hall directors and assistant hall directors should be established by the Director of Residence Life and Services, who is responsible for the direction and supervision of the Residence Life and Services program. At a minimum, policies should require that alcohol is never consumed in the presence of a residence hall student or by anyone under the age of 21.

Authority

September 15, 2006 Board of Governors Resolution delegated the authority to approve the use of alcoholic beverages in designated University facilities to the President of the University and authorized the President to further delegate to the Chancellors of West Plains and The Mountain Groves campuses such authority for those campuses.

Responsible Administrator and Office: Dean of Students

Contact Person in that Office: Dr. Thomas Lane

Procedures for informing university community: Consumer Information Annual Notice

Annual Security Report

Springfield Police Department, MSU Substation, 636 E. Elm St., 836-5327

Missouri State University's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, 1) in certain off-campus buildings owned or controlled by Missouri State University and 2) on public property with, or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, alcohol and other drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

A copy of this report can be obtained by contacting the Department of Safety and Transportation, 636 E. Elm, 836- 5328 or by accessing the following web site:
<http://www.missouristate.edu/safetran/SafetyFolder/safety/annual-security.html>.

Preventive Measures

Dean of Students Office/Office of Student Conduct

The Dean of Students or the Director of Student Conduct personally introduces the University alcohol and other drug policies to all incoming students and their families at Student Orientation, Advisement and Registration (SOAR). All University alcohol and other drugs policies, including violations and sanctions, health risks, and state and federal laws are available on the Missouri State University website <http://www.missouristate.edu/dos/>

The Dean of Students or the Director of Student Conduct offers outreach to the general student population regarding alcohol and drug issues in the form of program presentations, consultation with student groups, a presence at campus-wide events and individual counseling.

Safety Matters is a strategy committee chaired by the Dean of Students and includes the Director of Student Conduct and representatives from Residence Life, Housing and Dining Services, Safety and Transportation, Springfield Police Substation, Administrative and Information Services, Legal Counsel, Fraternity and Sorority Life, Taylor Health and Wellness Center and Greenwood Laboratory School. Other representatives of the University community participate with the *Community Partnership of the Ozarks* and on the *Underage Drinking Task Force* that includes law enforcement, community schools representatives, liquor store owners and local non-profits. The *Higher Education Committee* is concerned with alcohol at the college level and includes representatives from Missouri State University, Drury University and Evangel University.

The Director of Student Conduct imposes sanctions for violation of alcohol and other drug policies that include drug classes, alcohol classes and chemical dependency assessments.

Staff members who have authority to set or agree upon sanctions must undergo student conduct training and learn of the expectations of sanction applications.

Follow-up is through the Office of Student Conduct. It houses all student conduct records and tracks the application and completion of sanctions. Students who have not completed required sanctions have a hold placed on their records that prohibits registration for classes until sanctions are completed.

There are additional ways the Student Conduct Office is implementing the promotion of social norms messages to increase knowledge and promote responsible alcohol use and provide education regarding alcohol use:

- Promotional and financial support was given to Residence Life, Housing, and Dining Services for programming that concentrates on alcohol and other drug usage.
- The Office of Student Conduct participated in Safer Spring Break through Taylor Health Center by facilitating a table at the event.
- The Office of Student Conduct and Dean of Students Office gave presentations on alcohol and other drugs, and prevention of sexual assault to all incoming students at a required orientation.
- The Office of Student Conduct sits on the Higher Education Committee (Greene County Underage Drinking Task Force) and the Partners in Prevention committee.
- Upon request from Fraternity and Sorority Life organizations, the Director of Student Conduct facilitates presentations on alcohol and other drugs as well as sexual assault prevention.

- The Director of Student Conduct assisted with training of Residence Life staff on issues such as alcohol poisoning and drug usage.
- The Office of Student Conduct participated in New Student Festival and Health Fairs by providing students, faculty, and staff information about alcohol and drug usage.

Substance violations for	<u>2013-14</u>	<u>2014-15</u>
1st alcohol	303	240
2nd alcohol	39	22
3rd alcohol	4	2
4th alcohol	0	0
1st marijuana (including paraphernalia)	36	43
2d marijuana	1	3
Narcotic other than marijuana	0	0

For the 2013-14 academic year and the 2015 spring semester, the Office of Student Conduct collaborated with the Career Center at Missouri State University offering the **CREAD** program (Creating Responsible, Engaged Academic Decision-makers) for students found responsible for a second alcohol violation. This detailed sanction requiring a deadline of 75 days to complete, asks students to balance their values and behavior with their future goals. See Appendix C.

In Fall 2015, the Director of Student Conduct and the Mental Health Clinician/Substance Abuse reevaluated the **CREAD** program and also the alcohol consequence sequencing. Students who were assigned the **CREAD** program were not completing the program and eventually would face failure to comply charges through the Office of Student Conduct. As a result, students were assigned community service hours.

Additionally, the Student Conduct Graduate Assistant conducted a survey in spring 2015 of Missouri State University's benchmark institutions. The following consequences are consistent with that of the benchmark schools and also utilizing a stair step approach to consequences.

The consequences are still consistent with the minimum consequences as outlined in the current Code of Student Rights and Responsibilities. The following is the consequence sequence, which has been proposed to the Board of Governors to start in the 2016 Fall semester.

- **First Alcohol Violation:**—fine; online alcohol education module; and 2 reflection papers.
- **Second Alcohol Violation:** Referral to Student Conduct for an educational conference, other discretionary consequences, and a fine. Other discretionary consequences may include 15 hours of community service; residence hall probation for a period of one year; and Level One probation for a period of one year. Parental notification, as allowed under FERPA regulations.
- **Third Alcohol Violation:** Parental notification, as allowed under FERPA regulations; residence hall suspension; assessment for chemical dependency; Level Two Probation for a period of one year; and a fine.
- **Fourth Alcohol Violation:** Suspension for one semester. Prior to readmittance, the student will be required to meet with the Dean of Students (or designee) to discuss and demonstrate readiness to be at the University. The student may be asked to submit documentation of successful substance abuse treatment.

- **First Drug Violation:** Participation in the University's drug education class; a fine of \$80.00; Level Two Probation for a period of one year; Level One Probation for a period of one year; assessment for chemical dependency; and parental notification as allowed under FERPA regulations.

Maxient

During the summer of 2014, the Office of Student Conduct, Residence Life, Housing, and Dining Services, and Academic Integrity Council purchased Maxient, a conduct database.

The Safety and Transportation Office

The Safety and Transportation Office is comprised of MSU safety officers. The Safety Office receives all campus reports of alcohol and other drug violations. An onsite sub-station of the Springfield Police Department also is located on campus.

Partners in Prevention (PIP)

This statewide campus collaboration is led at Missouri State University by Taylor Health and Wellness Center's Student Wellness Coordinator. PIP includes representatives from the Student Conduct Office, Counseling and Testing Center, Public Safety Office, Athletics, Springfield Police Campus Sub-Station and Residence Life, Housing and Dining Services.

The Student Wellness Coordinator is responsible for administering the *Missouri University and College Health Behavioral Survey (MUCHBS)* that establishes and tracks changes in true norms versus perceived norms regarding student behaviors. A random sample of students is selected annually to take the survey

Missouri State University results from the *University of Missouri and College Health Behavioral Survey (MCHBS)*:

MCHBS 2014: n = 691

MCHBS 2015: n = 954

PNR = *Prefer not to respond*

Does MSU have a drug/alcohol prevention program?	<u>2014</u>	Yes 78%	No 9.6%	PNR 12.4%
	<u>2015</u>	Yes 81%	No 9%	PNR 10%
Is MSU concerned about alcohol/drug use?	<u>2014</u>	Yes 76.3%	No 17.9%	PNR 5.8%
	<u>2015</u>	Yes 79%	No 17%	PNR 4%
Are MSU policies consistently enforced?	<u>2014</u>	Yes 52.1%	No 37.8%	PNR 10.1%
	<u>2015</u>	Yes 56%	No 34%	PNR 11%

Residence Life and Dining Services

Alcohol and other drugs policy training is required for all Residence Life, Housing and Dining Services employees, as is alcohol/drugs programming for Residence Life student leaders. Officers from the Police Substation conducted RA training on illegal drugs (look, smell, effects.) Residence Life, Housing and Dining Services report all violations to the Office of Student Conduct.

Residence Life, Housing and Dining Services retain and continually update a ten-year database on alcohol and other drug violations. For the 2013-14 year, the database was a home-grown system. For the 2014-15 academic year, the database was Maxient.

Athletics

The MSU Student Athlete Handbook is required reading for all student athletes and contains the Athlete Code of Conduct and athlete drug testing policies. All violations were consistently addressed across all University sports programs. Sanctions, including dismissal from sports programs, were consistently applied. The Athletic Department provided alcohol and other drug education to athletes.

Human Resources

The Annual Notice informs all University employees that violation of the alcohol or other drugs policy can result in disciplinary action up to and including discharge for employees. Taylor Health and Wellness Center provided referrals to employees who sought counseling and/or treatment for alcohol or other drug problems.

There were no reported incidents of employee misuse of alcohol in the academic years of 2014 and 2015.

Recommendations for 2016

- The Student Code of Rights and Responsibilities is reviewed and revised annually. In the 2015 – 2016 year, with respect to alcohol and drugs, revisions were prepared and put forth. Currently, the Office of Student Conduct is awaiting approval of the Missouri State University Board of Governors. The following are revisions pertaining to alcohol and drugs :
 - Revised consequences (please see page 9)
 - Revised fee structure which is comparable to Missouri State University's benchmark institutions
- Given policy changes now allowing alcohol at BearFest Village (moved to the center of campus) and in certain Residence Halls or Apartments (i.e., Sunvilla Apartments, Monroe Apartments, Kentwood Hall), the Dean of Students should explore the feasibility of requiring an on-line alcohol prevention program (e.g., AlcoholEdu) to all new students (similar to the on-line sexual assault awareness program "Haven"). Purchase could be made from revenues generated from increased alcohol fines.
- Taylor Health and Wellness conducted a CAS review in Summer/Fall 2015 (including a self-study and external review) of its Student Wellness program, resulting in several recommendations for program improvement. Efforts should be made to evaluate, prioritize, and track progress on review recommendations.
- Dean of Students, Office of Student Engagement, and Office of Student Conduct Staff should continue to meet on a monthly basis to discuss organizational conduct violations and assess trends in such violations, and determine effective strategies for reducing violations.
- Dean of Students should continue to meet with stakeholders involved with BearFest village to review policies, share observations regarding student conduct at BearFest village, and suggest educational approaches to reduce policy violations.
- During the 2016 spring semester, the Office of Student Conduct conducted a search process for an Assistant Director of Student Conduct. The process will be complete by April 2016 and the

Assistant Director of Student Conduct will begin in the summer of 2016. Training should occur so this staff member can assist with social norming efforts within the Dean of Students Office.

- The Dean of Students Office and the Director of Student Conduct should work with the Title IX Coordinator, Green Dot Coordinator, and Student Government Association Title IX Commission to continue to increase awareness of preventing sexual assault and violence against women.

Appendix A: Documentation of Annual Notice mailings, p. 12

Appendix B: Sanctions for Alcohol and Other Drug Abuse 2014-2015 pp. 12-14

Appendix C: CREAD pp. 14-15

Appendix D: Residence Life, Housing and Dining Services Alcohol/Drug Programming pp. 14-15

Appendix F: Student-Athlete Handbook, p. 16-17

Appendices

Appendix A: Documentation of Annual Notice Mailing.

August 27, 2013: 19,650 by email
January 29, 2014: 526 by email
June 11, 2014: 1,028 by email
September 16, 2014: 22,199 by email
February 11, 2015: 2,548 by email
June 18, 2015: 948 by email

Nelia Baughman
Administrative Assistant
Dean of Students Office
Missouri State University, 836-5527

Appendix B: Sanctions for alcohol violations and other drug violations for 2014 and 2015.

Missouri State > Policy Library > Chapter Five: Student Policies > Governing Policies>Code of Student Rights and Responsibilities>Article VII: Consequences. Violations of these policies are cumulative over the duration of a student's tenure at the University and a schedule of minimum consequences will be assigned. All monetary fines for alcohol and other drug violations go into an alcohol education account that supports classes, assessments, and other educational efforts.

Violations of federal, state, or local laws and ordinances occurring on University premises or at University-sponsored or supervised activities as well as violations off campus when the conduct adversely affects the University community and/or the pursuit of its objectives are subject to sanctions.

- **Use or Possession of Drug Paraphernalia and/or Marijuana:**
 - **First Violation:** Participation in the University's drug education class; a fine of \$80.00; Level Two Probation for a period of two years; assessment for chemical dependency; and parental notification, as allowed under FERPA regulations.
 - **Second Violation:** Suspension from the University for one semester and parental notification, as allowed under FERPA regulations.
- **Use or Possession of a Controlled Substance Other Than Marijuana:**
 - **First Violation:** Participation in a four-hour drug education class; a fine of \$80.00; residence hall suspension; assessment for chemical dependency; Level Two Probation for a period of two years; and parental notification, as allowed under FERPA regulations.
 - **Second Violation:** Suspension from the University for one year and parental notification, as allowed under FERPA regulations.
- **Possession of a Controlled Substance with Intent to Sell or Distribute:**
 - **First Violation:** Dismissal from the University.
- **Use, Possession, or Distribution of Alcohol or Alcohol Paraphernalia:**
 - **First Violation:** Participation in a four-hour alcohol education class and a fine of \$45.00.
 - **Second Violation:** Referral to Student Conduct for an educational conference, other discretionary consequences, and a fine of \$90.00. Other discretionary consequences will most likely include participation in the CREAD (Creating

Responsible, Educated Academic Decision-makers) program wherein the student works with a Career Services Specialist to examine their academic/career choices in combination with their choices regarding alcohol usage. Parental notification, as allowed under FERPA regulations.

- **Third Violation:** Parental notification, as allowed under FERPA regulations; residence hall suspension; assessment for chemical dependency; Level Two Probation for a period of one year; and a fine of \$135.00.
- **Fourth Violation:** Suspension for one semester. Prior to readmittance, the student will be required to meet with the Dean of Students (or designee) to discuss and demonstrate readiness to be at the University. The student may be asked to submit documentation of successful substance abuse treatment.

Missouri State > Policy Library > Chapter Five: Student Policies > Drug and Alcohol

- Supplying Alcohol to Minors (Even if a minor):
"Any owner, occupant, or other person or legal entity with a lawful right of property who knowingly allows a person under the age of twenty-one to drink or possess intoxicating liquor or knowingly fails to stop a person under the age of twenty-one from drinking or possessing intoxicating liquor on such property", is guilty of a class B misdemeanor. Any second or subsequent violation of this subsection is a class A misdemeanor.
- Making or Using a Fake ID:

Any person who shall reproduce, alter, modify, or misrepresent any driver's license or identification card shall be deemed guilty of a misdemeanor. Upon conviction shall be subject to a fine of not more than one thousand dollars, and confinement for not more than one year, or by both such fine and imprisonment.

Any person who is less than twenty-one years of age who uses a reproduced, modified license, or identification card for the purpose of purchasing, asking for in any way receiving any intoxicating liquor, shall be guilty of a misdemeanor and shall be subject to a fine of five hundred dollars for each offense.
- Minor in Possession of Alcohol (MIP) or Minor in Possession of Consumption (MIC):

Any person under the age of twenty-one years who purchases or attempts to purchase, or has in their possession any intoxicating liquor or who is visibly intoxicated or has a detectable blood alcohol content is guilty of a misdemeanor. Persons found guilty shall be subject to a fine of five hundred dollars for each offense.

Questions concerning University policies and sanctions for violations should be directed to Student Conduct, PSU 405, 836-6937, StudentConduct@MissouriState.edu. Questions concerning state laws and city ordinances should be directed to the Springfield Police Department - Missouri State University Substation, 636 E. Elm, 836-5327

Appendix C: CREAD Program (Creating Responsible, Engaged, Academic Decision-makers)

A collaboration between Student Conduct and the Career Center at Missouri State University

You are required to visit the Missouri State University Career Center and meet with Career Counselor

_____ on _____ for your first appointment per sanctioning. The goal of this program is to develop a personalized action plan toward self-awareness, self-understanding and career direction as it relates to personal choices.

Procedure: Below are the action steps that form a framework for completing this program which may range from 6 – 7 individual appointments. All steps must be completed no later than **75** days from your start date listed above. *Note: due to individual differences in students' situations, some career activities listed may be adapted to personal needs.* The following are steps / objectives of this program that will be determined by the career counselor based on your career development & decision needs:

1. Meet with a career counselor for intake interview and begin assessments.
2. Counselor interprets assessment results and engages student in discussion about observed patterns, possibilities for major and career options. Assigns research activities and other "homework" for major and career investigation.
3. Student summarizes insights from homework. Student and counselor discuss "next steps" to gain further clarity. Job shadowing and informational interviewing are discussed, and a referral is made.
4. Job shadowing/informational interview – complete Interview Report Form and bring back a business card. Schedule a follow-up appointment with a Career Counselor to discuss knowledge acquired from the informational interview.
5. During this appointment, student will discuss what they learned from their job shadowing/information interview experience. Discuss how this impacts their decision about specific majors and career fields. The career counselor may refer the student to talk to an advisor in an academic area to discuss a major course of study. May discuss and learn about how to gain experience in the field of study to gain more insight – discuss the benefits of gaining meaningful work experience through an internship. Talk about next steps in career or academic planning.
6. Meet with counselor to discuss marketing yourself for employment opportunities, discuss job applications, how to write a resume and go over interviewing preparation. Student will construct a resume and conduct a Mock Interview.
7. Meet with career counselor within designated time period to follow-up on information gathered. Evaluate process. Sign and date agreement record. Career Counselors will notify the Office of Student Conduct that you have completed the program. Complete the survey before leaving.

Deadline for completion of all career related tasks is _____ "

Appendix D: Residence Life, Housing and Dining Services Alcohol/Drug Programming

Each RA was required to plan and implement one alcohol education program annually and frequently planned a program with another RA.

- Two campus-wide programs have focused on drug and alcohol education.
 1. Woodstock, a drug education program that has been planned and implemented for the past 10 years. Live bands played all day while student walked through activities such as trivia and reinforced the educational aspect.
 2. Wells Root Beer Kegger has been planned for the past 32 years. Students visited stations that address alcohol education and enjoyed root beer floats. The student-led hall council planned the event that included police, Public Safety, and Student Conduct.

Typically, these programs were held as separate events. For the 2013-14 and 2014-15 academic years, these two events were combined into one large event. In 2014, 400 students attended, and in 2015, 350 students attended.

- Protocol for addressing drug and alcohol violations in the Residence Halls
 1. If drugs are suspected in a residence hall, police are called immediately and take control with Residence Life staff acting as witnesses.
 2. If a student is suspected of having consumed too much alcohol (discovered passed out in the residence halls, unable to walk on their own, or has bodily fluids on person). Emergency personnel are called to assess the student. Whether or not the student is transported to the hospital, parents/guardians are called to make them aware of the situation. The 2010-11 academic year was the first year of implementing the protocol of calling parents.
- Residence Life, Housing and Dining Services Programming Model 2013-2015
 1. Community Development

One program per month minimum with two forms of publicity posted one week in advance involving preplanned social events that can involve other floors (e.g., ping pong tournament, talent night, birthday party, intramural sports, scavenger hunt, pizza party, published hall council events, RHA events).

2. Spontaneous community builders

Consistent throughout the years, with a minimum of four in August, social in nature. No extensive planning or publicity expected. Can involve other floors (e.g., late night chats, study sessions, TV nights, ice cream socials).

3. Public Affairs

One per semester minimum with two forms of publicity posted one week in advance. Preplanned, approved, publicized program floor activity where a service is performed for someone else within the Missouri State or Springfield community and can involve other floors (e.g., Habitat for Humanity, the Kitchen, environmental cleanup, adopt-a-family, nursing home visits, current politics, Into the Streets, City Council meetings, collecting school supplies for children).

4. Education

Four per semester minimum with two forms of publicity posted one week in advance. Preplanned, approved, publicized floor program focusing on modified wellness dimensions and can involve total of three RAs per program. Additional funds for alcohol programs may be obtained. At least one program must be done in collaboration with a faculty member. Two RAs may work together to complete this requirement, but each person must do his/her share of work. Dimensions include physical wellness, interpersonal wellness, alcohol, diversity/social justice, campus/personal safety, academic/intellectual, fine arts appreciation.

Appendix E: Student-Athlete Handbook

- Alcohol: Prohibited acts include:
 1. Possessing or consuming alcohol if under the age of 21
 2. Driving while under the influence of alcohol
 3. Misrepresenting age for the purpose of possessing, purchasing or consuming alcohol
 4. Purchasing or serving alcohol to someone underage
 5. Public intoxication
 6. Consumption of alcohol while hosting a prospect on a visit (official or unofficial) to campus
 7. Consumption of alcohol during team travel or at team functions
- Other drugs: Prohibited acts include:
 1. Possessing, selling or using illegal drugs
 2. Possessing, selling or using controlled substances
 3. The use of tobacco products by a student-athlete during practice, competition or other team functions