

2016-  
2018

# Drug Free Schools and Communities Act Biennial Review

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### **Introduction**

The Drug-Free Schools and Communities Act (EDGAR Part 86 Subpart B) (DFSCA) requires institutions of higher education, such as Governors State University, to certify compliance with the regulations set forth for the prevention of drug and alcohol abuse of students and employees of the institution. Institutions, in order to be in compliance with this act, must, at minimum, annually distribute the following information to all employees and students:

- Standards of conduct and list of institutional sanctions for alcohol and drug related violations.
- List of legal sanctions related to unlawful use, possession, or distribution of illicit drugs and alcohol.
- Description of health risks associated with drug and alcohol use and abuse.
- Referral sources for drug and alcohol programs that are available to students or employees.

In addition to the yearly notification described above, compliance with DFSCA also requires a biennial review that includes the following:

- Description of the alcohol and drug program elements provided by the institution.
- Statement of alcohol and drug program goals and a discussion of goal achievement.
- Summaries of alcohol and drug program strengths and weaknesses.
- Procedures for distributing annual alcohol and drug notification to students and employees.
- Copies of the policies distributed to students and employees.
- Recommendations for review of alcohol and drug program.

The following biennial review is written in partial fulfillment of the requirements under DFSCA to demonstrate Governors State University's compliance with federal mandates under DFSCA.

### **Biennial Review Process**

This Biennial Review covers the time period of 2016 through 2018. On a two-year basis, relevant University officials within the Division of Student Affairs & Enrollment Management conduct the Biennial Review.

**2016-18 Biennial Report Committee**

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Departments on campus involved in alcohol and other drug abuse prevention efforts on campus tracked and reported alcohol abuse prevention efforts and sanctions to the Biennial Review working group.

This Biennial Review Report will be maintained by the Director of Financial Aid and Director of Counseling and Wellness, and a copy of the report can be received upon request from the Director of Financial Aid and Director of Counseling and Wellness.

Biennial reports are kept for three review cycles.

# **Alcohol and Other Drug (AOD) Policy, Enforcement, Compliance Inventory**

## **Policy Inventory**

**Governors State University maintained the following policies related to alcohol, tobacco, and other drugs during 2016-2018:**

- **Student Code of Conduct**
- **Drug and Alcohol Abuse Policy**
- **Smoke Free/Tobacco Free Campus Policy and Principles**
- **Annual Security and Fire Safety Report 2016-2018 (Appendix B)**
- **Alcohol Beverages Policy (Appendix C)**
- **Title IX and Sexual Misconduct Policy (Appendix D)**

## **AOD Comprehensive Program/Intervention Inventory**

The following is a list of activities, by department, that contributed to the alcohol and drug use/abuse prevention and education programming.

### **Academic Affairs**

Academic Affairs is committed to designing, offering and assessing an exceptional and learning-centered educational experience which imbues students with the knowledge and skills that fosters confidence to succeed in an interdependent and technology-driven world. The following programming is offered through Academic Affairs which contributes to the drug and alcohol free programming at Governors State University.

**Mindfulness Certificate:** An 18 credit hour (two year) multidisciplinary program offered jointly by the College of Health and Human Services and the College of Education. The program combines classroom instruction, labs, and integrative seminars. It will prepare post master's level practitioners and advanced graduate students to integrate mindfulness practice and theory into their clinical practice. Although mindfulness has been practiced for centuries, psychotherapy has more recently incorporated this evidence based practice to enhance healing and psychological unfolding. Mindfulness based interventions are used to achieve emotional regulation, modulate anxiety and depression, lower blood pressure, enhance the immune system, and increase attention and concentration.

**National College Health Assessment:** A nationally recognized research survey that collects student reported data about their health habits, behaviors, and perceptions include substance use and perception of other student's substance use. This assessment was distributed to students during the spring 2016 semester.

**Related Course Work:** The Addictions Studies program offers undergraduate and graduate coursework related to substance use and abuse. Related coursework includes the following classes:

- ADDS3200: Screening, referring and treatment planning
- ADDS3260: The adolescent substance abuser
- ADDS4180: Substance abuse: A systems approach
- ADDS4400: Society and drugs: Controversial issues
- ADDS5100: Substance abuse: Current concepts
- ADDS5250: Clinical applications addictions and criminal justice
- ADDS5500: Substance abuse issues in healthcare
- ADDS5510: Substance abuse screening in healthcare
- ADDS5520: Disparity & diversity in substance abuse
- ADDS6100: Psychopharmacology
- ADDS6200: Gender and addiction
- ADDS6300: Families and addiction
- ADDS6500: Planning, management, and evaluating substance abuse programs
- ADDS6600: Substance abuse prevention
- ADDS6900: Etiology and epidemiology of substance abuse
- ADDS7100: Screening, motivation, and referral

- ADDS7200: Substance abuse counseling
- ADDS7500: Clinical models of addiction
- ADDS7600: Treating coexisting disorders
- ADDS8200: Seminar in substance abuse
- ADDS8700: Practicum in addictions

### **Athletics**

Governors State University Athletics seeks to be a model intercollegiate athletic program, creating an environment, through patient and persistent growth, where student-athletes are provided the necessary tools to be competitive on the playing field, successful in the classroom and recognized as leaders on campus and in the community. Athletics will be bound to fiscal responsibility, rules compliance, diversity and equity, athletic excellence and the student-athlete experience; growing into a program that will be recognized for its success on all platforms. GSU athletics engaged in the following activities (Policy Inventory for Athletic Handbook policies):

- Annually distributed the alcohol/drug policies and drug testing information to student athletes in a handbook and document their receipt of the handbook
- Each student athlete annually signed a form indicating they understand the alcohol/drug policy and drug testing policy
- Annually met with each team and coaching staff to review compliance rules, alcohol/drug policies and drug testing
- Annually met with each team and coaching staff facilitated by Community Standards office to review GSU conduct policies

The Athletics department offers the following team sports: Men's and Women's Basketball, Men's and Women's Cross Country, Men's and Women's Golf, Men's Table Tennis, and Women's Volleyball. The Athletics department also offers the following club sports with the option for student to create new clubs based on interests Bowling, Cheerleading, Volleyball, Basketball, Softball, Cricket, and Soccer.

### **Health & Student Counseling Center**

The mission of the Health & Student Counseling Center is to support the mental and physical health of GSU students as they work towards the pursuit of personal, educational, and career goals. The Health & Student Counseling Center offers a variety of services to GSU students. All services are confidential and at no additional cost to the student (student fees cover the cost of counseling and health services). The student-centered programs include counseling, assessment, crisis response, outreach, consultation, training, and educational services.

The following are programs related to drug and alcohol use offered through the Health & Student Counseling Center:

**Substance Use Assessment:** A psychosocial history of a client's substance use is completed, and a counselor reviews the information and provides possible treatment recommendations.

**Social Screening Questionnaire:** An electronic medical record (EMR) system is used to document alcohol, other drug, and tobacco use and/or abuse for all GSU students receiving health center services.

**Individual Consultation:** Consultation services with GSU counseling staff are available Monday through Thursday from 9am-7pm, and Fridays from 9am-5pm.

**Self-Assessments:** An online screening tool available to students 24/7 at <http://screening.mentalhealthscreening.org/governors-state-university>

In addition, the health and counseling staff complete CEU's to maintain licensure, as well as attend conferences and other programs concerning student mental and physical health. Moreover, educational programming and onboarding meetings are provided each semester on various topics concerning physical and mental health.

## **Dean of Students**

The Office of the Dean of Students provides strategic leadership for the division of Student Affairs and Support Services. In addition, the Office of the Dean of Students sponsors a series of programs and services that support student advocacy and community standards, including:

**Campus Threat Assessment Team:** The Campus Threat Assessment Team is committed to providing a safe conducive educational environment through identifying and assessing behaviors that are believed to be a threat to the safety and well-being of the campus community.

**Student Concerns:** Governors State University strives to support students in all aspects of achieving their academic and personal goals. Accordingly, the Student Concerns Program was developed by the Office of the Dean of Students to provide a centralized method that focuses on identifying and working with students who may be distressed or whose behavior is of concern. The Student Concerns Program is designed to ensure timely outreach to students who are believed to be in distress or acting in a manner of concern, and connect them to resources best suited to address the conveyed concern. Since faculty and staff play a key role in identifying students who are in distress, the Student Concerns Program depends on referrals that identify students who might benefit from proactive outreach and assistance.

**Community Standards and Student Advocacy:** GSU's Community Standards and Student Advocacy office (CSSA) strives to promote a safe and secure community while upholding the rights of all community members. The office provides programs and services that value academic excellence, student success, diversity, and personal as well as community accountability. CSSA is responsible for administering the Student Code of Conduct (Policy 4). Therefore, CSSA educates students and recognized student clubs/organizations about the University's community standards and manages a fair and just outcome when those standards are not met.

## **Department of Public Safety**

The mission of the Department of Public Safety is: To protect life and property; to identify and prevent any criminal activity that may occur; to apprehend and assist in the prosecution of any

person who commits a crime on our campus; and, to seek to identify community problems and solutions to those problems, so as to improve the overall quality of life in this community. The department values to accomplish the mission to provide a safe environment in which the community can work and live; to provide service to all in a manner that demonstrates respect and dignity for each person; to recognize that we serve a diverse community; to treat all persons fairly and equally; and to provide a strong commitment for the development of our employee's knowledge, training, abilities, and professionalism.

The Department provides a full range of police services 24 hours a day, throughout the year. All Campus Police Officers are certified by the State of Illinois in accordance with Illinois Compile Statutes, 110 ILCS 67-/15-45 (11). General services provided include: mobile and foot patrol, criminal investigation of all misdemeanors and felony crimes committed on campus, traffic enforcement, crash investigation, emergency response for all type emergencies, and crime prevention programs.

The Department has an excellent working relationship with all Federal, State, and Local law enforcement agencies, which assures the delivery of professional police services. The Department has Combined Voluntary Cooperation and Operational Mutual Aid Agreements with the Will County Sheriff's Department, and local law enforcement agencies. All agencies are available to assist upon request. Communications and coordination with all agencies are maintained via computer, radio, and telephonic communication capabilities.

The Department of Public Safety, in compliance with the Clery Act, Illinois Campus Security Enhancement Act, and Violence Against Women Act, provides an [annual security report](http://www.govst.edu/Campus_Life/Campus_Safety/Campus_Right_to_Know/) (see: [http://www.govst.edu/Campus\\_Life/Campus\\_Safety/Campus\\_Right\\_to\\_Know/](http://www.govst.edu/Campus_Life/Campus_Safety/Campus_Right_to_Know/)) which includes information about alcohol and drug use, abuse, and possession. Included in the report are the following sections:

**Alcoholic Beverages:** Governors State University encourages and sustains an academic environment that respects individual freedoms and promotes the health, safety and welfare of all community members. In keeping with these objectives, the University has adopted a policy on the possession, sale, and consumption of alcoholic beverages on property owned or controlled by Governors State University. Students are advised that if a friend who is not 21 years of age asks them to buy a six-pack of beer for him or her, they should not. Any adult who buys alcohol for anyone younger than 21 may receive a mandatory fine of \$1,000 for a first offense and \$2,500 for each following offense. Students are also counseled about having parties and serving alcohol. An adult who supplies minors with alcohol is breaking the law and may be liable for any resulting injuries and/or property damage cause by the minor.

**Underage Drinking:** Driving privilege will be suspended if students are convicted of lying about their age to obtain alcohol; purchasing, consuming, possessing or transporting alcohol; or carrying a false ID. If under 21 years of age and you see friends walking down the street, offer them a ride and they happen to be taking a six-pack and some chips to a party, you could be charged with transporting alcohol and your license could be suspended. In addition to driving privilege suspension, you may pay a fine of no less than \$500 and no more than \$1000, and the police will notify your parents, even if you are older than 18. The court also may require

that you successfully complete a program of alcohol education, intervention or counseling. In addition, you must pay a restoration fee before you can get your license back or be considered for a learner's permit.

Remember, you don't have to be in or near a car, have a driver's license or be old enough to drive for the laws to apply. Just being caught with a false ID, drinking, being intoxicated, transporting alcohol or having alcohol in your possession will result in the suspension of your driving privilege.

**Illegal Drugs:** Governors State University does not permit the use or possession of controlled substances on campus. The University enforces all state and federal laws concerning illegal drugs. Anyone who is apprehended by Governors State University Police while in possession of using, or offering for sale or selling illegal drugs, is subject to arrest and referral to The Office of Community Standards and Student Advocacy.

**If you have a problem...** The University offers programs for drug and alcohol education. It provides programs that include counseling, education, self-development, substance-free activities and support groups. It also provides an assessment and intervention component designed to assist those who may be harmful to themselves because of alcohol or drug abuse. Staff members will provide referrals and information about other resources and organizations. Effective July of 2018, The Department of Public Safety officers have been equipped with Narcan a brand name for naloxone, a drug that can reverse the effects of an opioid overdose.

## **Human Resources**

The Human Resources Department supports the university community by providing administrative, consultative and support services. Specific areas of responsibility include strategy and policy development, human resources information system, classification and compensation, employment services, salary and wage administration, staff development and training, benefits enrollment and administration, workers compensation, collective bargaining and employee relations. Human Resources Department services are designed to foster effective and efficient use of campus human resources and to promote and support an environment where dignity, ethical conduct and diversity are valued, employee contributions are recognized and career development is encouraged.

**Employee Assistance Program:** Covered employees have access to Magellan Healthcare, the Employee Assistance Plan (EAP) for various behavioral health issues. Magellan Healthcare is available 24/7 at 1-866-659-3848.

Magellan Healthcare offers the following services:

- Referral and linkage to a mental health and substance use services
- Crisis intervention
- Brief counseling
- Referral for fitness for duty evaluation
- Coordination for drug testing program

- Access to computerized cognitive behavioral therapy modules
- Consultation and referral

In addition, Magellan Healthcare maintains a specific website dedicated to self-assessment/tools for alcohol or drug problems at: [www.magellanassist.com](http://www.magellanassist.com).

## **Recreation and Fitness**

The Recreation and Fitness Center is committed to improving the quality of life and fitness for all and offer a variety of fitness, athletic, health and wellness programs and facilities.

**Facilities:** treadmills, exercise bikes, elliptical, circuit training equipment, free weights, basketball court, volleyball court, racquetball court, soccer field, softball field, and indoor Olympic sized lap pool. Open Monday through Friday 6am-9pm, Saturdays 8:30am-4:30pm, and Sundays 12-4:30pm.

**Game Lounge:** pool tables, table tennis, foosball table, television, vending machines, and seating area. The game lounge offers drug and alcohol free recreational activities. Open Monday through Friday 6am-9pm, Saturdays 8:30am-4:30pm, and Sundays 12-4:30pm.

## **Student Life**

The mission of the Office of Student Life is to support and enrich the Governors State University educational experience through student involvement in its programs, student organizations and services. Emphasis is placed on disseminating material and implementing initiatives, which provide opportunities and information for students to realize lifelong learning skills. Wellness, fitness, recreation, leadership, volunteerism, governance, media and ethnic cultural observances are integral parts of Student Life events.

The staff strives to empower students through interactions in self-initiated or planned activities with fellow students, faculty members, and staff. Student Life's work is based on principles in which the campus climate respects the rights of individuals and groups, encourages student success and ensures outlets for personal and professional development.

## **University Housing**

The Office of University Housing at Governors State University seeks to create a supportive and inclusive living-learning community that fosters the academic success and personal growth of each resident student through purposeful programs and services that support and complement the educational experience at GSU.

## **Policy Inventory**

The following is a list of policies that govern student and employee alcohol and drug use as well as sanctions for misconduct. Policies include Policy on Drug and Alcohol Abuse, Smoke-Free/Tobacco-Free Campus Policy and Principles, Policy 4: Student Conduct, University Housing Handbook, and Student Athlete Handbook.

### **Policy on Drug and Alcohol Abuse**

#### **Purpose**

Governors State University has adopted this policy to inform faculty, staff, and students about the adverse effects of drug and alcohol abuse; standards of conduct, disciplinary and legal sanctions related to such use or abuse; and to advise them regarding available counseling and rehabilitation services, with the intent of fully complying with any current or future requirements, regulations, or interpretations developed related to the Federal Drug-Free Schools and Communities Act Amendments of 1989.

#### **Policy**

##### **Standards of Conduct**

All students and employees are prohibited from the unlawful possession, use, or distribution of illicit drugs and alcohol, or the abuse of alcohol on university property or in connection with any university activity.

##### **Disciplinary Sanctions**

###### **Students**

The following disciplinary sanctions consistent with Local, State, and Federal Law, may be imposed for violation of the standards of conduct cited in this policy: warning, loss of privilege, restitution, mandatory participation in an approved drug and/or alcohol abuse treatment, rehabilitation, and/or re-entry program; probation; suspension; summary suspension; or dismissal. Where appropriate, referral for prosecution may be made. One or more sanctions may be imposed. A complete description of the applicable legal sanctions under State and Federal law for unlawful possession or distribution of illicit drugs and alcohol is included in the Student Conduct Code.

###### **Employees**

The first violation by an employee of the standards of conduct cited in this policy may result in:

- Disciplinary suspension from work without pay for thirty days; and
- Required participation in an approved drug abuse and/or alcohol abuse treatment or rehabilitation or re-entry program; and
- Where appropriate, referral for prosecution; and
- Possible termination of employment under applicable Board of Trustees regulations, university policies, statutes, employee contracts, or collective bargaining agreements.

The second violation by an employee of the standards of conduct cited in this policy shall result in:

- Termination of employment under applicable Board of Trustees regulations, university policies, statutes, employment contracts, or collective bargaining agreement; and
- Where appropriate, referral for prosecution.

Attached is a complete description of the applicable legal sanctions under State and Federal Law for unlawful possession or distribution of illicit drugs and alcohol.

### **Health Risks**

A description of the health risks associate with the use of illicit drugs and the abuse of alcohol is included in the Student Handbook and is attached to this policy statement for employees.

### **Counseling, Treatment, Rehabilitation, or Re-Entry Programs**

#### **Students**

The university has designated a member of its professional counseling staff to provide initial counseling assistance to students with problems and/or concerns related to the use and/or abuse of drugs and/or alcohol. Those students who seek university counseling assistance will also be referred to an appropriate community agency or health facility for more in-depth assessment and long-term treatment. Because Governors State University is a nonresidential/commuter institution, students represent a broad geographical service region. The university has developed a directory of counseling agencies and health facilities to reflect this broad region to assist with appropriate referral.

Consistent with its educational mission, Governors State University is committed to providing education about the effects of drugs and alcohol and to furthering efforts to prohibit possession, use, or abuse. The Student life Division will provide periodic workshops and seminars about the health risks and university disciplinary as well as legal sanctions related to the use, manufacture, sale, and/or distribution of drugs and alcohol. In addition, the Student Life Division will display and make available for distribution materials in various locations in the university to further assist in preventive education.

#### **Employees**

Drug abuse and/or alcohol abuse assessment, counseling and referral or rehabilitation or re-entry programs are available to employees through the Employee Assistance Program. The Employee Assistance Program counselor will assist employee in identifying the appropriate services/facilities available to them under the employee's medical insurance plan. The counselor will also assist employees with entry into the program and monitor progress.

## **Policy Distribution**

### **Students**

This policy will be published in the schedule of Classes each trimester, which is mailed to all students, beginning with the winter 1990 Trimester, and thereafter.

### **Employees**

A copy of this policy will be distributed annually to all employees in their payroll checks as of September 30 via payroll distribution. As new employees are hired thereafter a copy of this policy will be issued with the appointment letters/contracts at the time of hire.

## **Policy Review**

The university's evaluation plan will include quantitative and naturalistic approaches to assess the success of the program to meet its stated goals and to comply with the regulations of Public Law.

To assess policy and program effectiveness, the university will collect and evaluate data in the following areas:

1. Number of drug and alcohol related referral for counseling,
2. Number of drug and alcohol related disciplinary sanctions imposed,
3. Number of drug and alcohol related incidents recorded by the university public safety department,
4. Number of students and employees participating in university-sponsored drug and alcohol related workshops and seminars.

A naturalistic evaluation approach will be used to evaluate incident of illicit drug and alcohol abuse. This evaluation will include the aforementioned data tracking system as well as an analysis of the environmental conditions and events which enhance and/or support the usage by a student or employee.

This process will enable the university to more effectively make the necessary changes/modification in its preventive program.

## **Smoke-Free/Tobacco-Free Campus Policy and Principles**

**Policy:** As of July 1, 2015 Governors State University will prohibit smoking and tobacco products indoors and outdoors on campus property including parking lots and in parked cars. Littering the remains of tobacco products or any other related waste product on campus property is further prohibited.

**Benefits:** The policy was written in support of the Smoke-Free Campus Act (110 ILCS 64/). This law mandates that as of July 1, 2015 smoking is prohibited on each state of Illinois supported institution of higher education. The Smoke-Free Campus Act and the additional measures of the Board of Trustees policy establishes and maintains a healthier campus environment; intends to reduce absenteeism and illness due to medical issues that may be caused by smoking, secondhand smoke, and/or tobacco use; the policy also encourages a cleaner campus.

**Scope:** This policy applies to any individual on campus property, including but not limited to students, faculty, staff, other employees, contractors, subcontractors, guests, volunteers, visitors and members of the public. It is applicable twenty-four (24) hours a day, seven (7) days a week.

**Definitions:** “Smoke or Smoking” means (1) the carrying, smoking, burning, inhaling, or exhaling of any kind of lighted pipe, cigar, cigarillo, beedies, kreteks, water pipe, bong, cigarette, hookah, weed, herbs, or other lighted smoking equipment; (2) lighting or burning of non-tobacco plants or marijuana; and (3) using nicotine products not approved by the Food and Drug Administration (FDA) as a smoking cessation product, such as electronic cigarettes.

“**Campus Property**” means any property owned, leased, occupied, operated or otherwise controlled by Governors State University, including but not limited to academic and auxiliary buildings, classrooms, laboratories, residences, residence halls, elevators, stairwells, restrooms, roofs, meeting rooms, hallways, lobbies and other common areas, athletic complexes and facilities, exterior open spaces, shuttle buses, shuttle bus stops, driveways, loading docks, university-owned streets, sidewalks and walkways, and as further set forth on the GSU smoke-free campus map, which is available at [www.govst.edu/smokefree](http://www.govst.edu/smokefree).

“**Tobacco Products**” means all forms of tobacco, including but not limited to cigarettes, cigars, cigarillos, pipes, beedies, kreteks, water pipes, bongs, and hookahs, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco and any non-FDA approved nicotine delivery device or product.

“**Student**” means an individual enrolled in a credit or noncredit course.

“**Employee**” means an individual who is employed by Governors State University in consideration for direct or indirect monetary wages or profit.

“**Guest**” means a visitor to the campus who is not a student or employee.

### **Processes/Procedures/Guidelines:**

1. The university shall post “No Smoking” signs or “No Smoking” symbols across the campus, such as at building entrances. However, this policy applies to all campus property whether or not such notices are posted.
2. Organizers of and attendees at public events, such as conferences, meetings, public lectures, social events, cultural events, and sporting events, as well as non-university events held on campus property must abide by this policy. Organizers of such events are responsible for informing attendees of this policy.
3. Individuals found to be noncompliant will be subject to existing campus disciplinary measures: a. For students, such noncompliance will be referred to the Dean of Students Office. b. For employees, such noncompliance will be referred to the employee's supervisor or the Human Resources Department, as applicable. c. For contractors and subcontractors, such noncompliance will be referred to the campus unit responsible for monitoring performance of the applicable contract. d. Visitors and members of the public who refuse to comply with this policy may be asked to leave campus.

### **Exceptions under the Law (110 ILCS 64/5) and University Policy:**

- Ceremonial Smoking: Individuals or groups interested in smoking as part of a ceremony in or on campus property must seek advance approval from the Associate Vice President for Facilities Development and Management by submitting a request for approval through the GSU smoke-free campus website, available at [www.govst.edu/smokefree](http://www.govst.edu/smokefree).
- Smoking in Research: Smoking may be allowed in an enclosed area on campus property for a medical, scientific, or research program, provided that smoking is an integral part of such program and the appropriate campus research oversight body has approved the inclusion of smoking in the program pursuant to the applicable procedures for such medical, scientific, or research program.

### **Policy 4: Student Conduct**

Governors State University strives to cultivate a community, which values academic freedom, integrity, and excellence in scholarship, justice, diversity, and access to educational opportunities. Each member of the community is responsible for creating and maintaining conditions, which support these values and the university’s mission.

This policy outlines a Code of Conduct for students at Governors State University, and specifies the rights and responsibilities of the university community in considering misconduct. This policy applies to students who are admitted to or enrolled at Governors State University, and to student sponsored organizations.

This policy also specifies processes for investigation and resolution of charges of misconduct so that the rights of students and other community members are respected. This policy also specifies the responsibilities of faculty and administrators in considering student misconduct. The policy

also provides for a Student Conduct Committee, which has the responsibility to conduct hearings on charges of student misconduct and advise administrators in the determination of sanctions.

The following two non-academic misconduct policies relate to alcohol and drugs:

**V.C.1.** Non-academic misconduct includes, but is not limited to the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance including prescription or over the counter medications.

**V.C.9.** Non-academic misconduct includes, but is not limited to, except as otherwise provided in University Policy, the sale, delivery, possession, distribution, and consumption of alcoholic beverages in or on any property owned, controlled, or used by Governors State University, including residence living. According to 235 ILCS 5/Liquor Control Act of 1934, the legal age for alcohol consumption is 21. University property includes University vehicles or personal vehicles while being used for University business.

In the Student Conduct Policy 4, a clause related to Good Samaritan Practice is included to encourage student reporting in cases of medical emergency.

### **Good Samaritan Practice**

The health and safety of every student is important to GSU. The Office of the Dean of Students recognizes that the potential for misconduct action may deter students from seeking needed medical assistance for a fellow student or themselves. As a university, we support and encourage all students to reach out for assistance in cases of medical emergency and/or when you see a fellow Jaguar in need. Through Community Standards and Student Advocacy's *Good Samaritan Practice*, students are encouraged to be empowered witnesses who respond to potentially risky circumstances (such as alcohol overdose) without fear of penalty from their University. For that reason, a Good Samaritan who makes an effort to obtain medical assistance will not face formal non-academic disciplinary action. Specifically, excused instances include that of the possession and/or use of alcohol/drugs by persons under the age of twenty-one (21) as well as intoxication in or on any property owned, controlled, or used by Governors State University, including that of residence life. As long as that student has not committed any other violation(s) of the Student Code of Conduct (Policy 4), s/he will be considered to be a Good Samaritan and will not suffer any disciplinary repercussions. GSU's Good Samaritan practice can also apply to situations that may arise during an approved University-sponsored event or activity wherein the serving of alcoholic beverages is permitted. In any case, should a situation arise, Community Standards and Student advocacy will take all actions made by a student and/or student club/organization/team into consideration throughout the process of addressing any violation of the Student Code of Conduct (Policy 4).

### **Student Conduct Sanctions**

**Disciplinary Written Warning** - Official notice to a student that previous conduct was unacceptable and that future breach of conduct shall be treated more severely.

**Educational Programs** – Educational programs include activities and assignments designed to increase awareness, and education about the impact of violation on self and

community. Completion and outcomes of these assignments should be clearly articulated in the hearing summary of findings. Failure to complete assignments as designated shall be considered a violation of the Student Code of Conduct.

**Disciplinary Probation** – Disciplinary probation is a trial period for specific time during which a student must behave in a manner acceptable to the University. Terms of the probation shall reflect the purpose of the disciplinary sanction. Disciplinary probation status may affect qualification for awards, prizes, or student aid, when conduct acceptable to the University is a condition of such benefits. Violation of the terms of probation or of a further incident of misconduct may result in further disciplinary action.

**Disciplinary Suspension** – Disciplinary suspension is an action which excludes the student from registration, class attendance, and use of University facilities for a specified period of time. Disciplinary suspension is recorded on the student’s academic record during the period in effect and is permanently removed upon reinstatement. Upon termination of the period of suspension, the student shall be considered for registration in compliance with the academic good standing policy and the policy on continuing student status in effect. Established proof of a further incident of misconduct, after the student is readmitted, may result in disciplinary dismissal.

**Disciplinary Dismissal** – Disciplinary dismissal is the withdrawal by the University President of the privilege of registration and class attendance with no promise (implied or otherwise) that the student may return at any future time. The privilege of the use of University facilities is withdrawn by this action unless specific permission is obtained from the Dean of Students (or designee). Disciplinary dismissal is recorded on the student’s academic record, to be removed only if and when the student is reinstated. A student on disciplinary dismissal may be readmitted only by action of the President of the University. A student who has been dismissed is not eligible for readmission sooner than one year from the date of dismissal.

**Loss of Privilege** – Loss of privilege is the withdrawal of a privilege or use of a service for a specific period of time commensurate with the offense committed. Loss of privilege may be imposed separately or in addition to any other sanction.

**Persona Non Grata** – Restricts a student or other person who is not welcome at Governors State University. Specifically, this restriction extends to all buildings, facilities, and grounds of the University, and any University-sponsored activities or events, both on and off campus

**University Housing Suspension** – Separation of the student from university housing for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.

**University Housing Expulsion** – Permanent separation of the student from university housing.

**Parental Notification** – Parents, or designated guardians, will receive written notification of incidents involving the following behaviors associated with the Student Code of Conduct:

1. Violation of alcohol policy
2. Violation of illegal drug policy
3. Violation of prescription/over-the-counter medication policy
4. The student (under 21) was arrested by University Police for DUI, public intoxication, minor in possession, or any other drug or alcohol-related incident resulting in citation or arrest
5. The student received medical assistance due to incapacitation, suspected incapacitation, and/or self-injury.

### **University Housing Handbook – Resident Student Code of Conduct**

**Alcohol policy:** All housing residents are responsible for knowing and complying with State law regarding the possession, consumption or supplying of alcoholic beverages.

- Students who are Under 21
  - Underage drinking: No person under the age of 21 may store, possess, or consume alcoholic beverages in University Housing.
  - In the Presence of Alcohol: No underage person may be in the presence of alcohol in University Housing, regardless if the person who possesses or is consuming the alcohol is of legal drinking age.
- Students who are 21+
  - A person 21 years of age or older, may possess, store, or consume alcohol in the following locations only: in his or her contractually assigned bedroom in a non-visible enclosure (e.g. mini fridge, trunk, wardrobe) if the student shares a room/living area with a resident under 21 OR in the common area(s) within his/her contractually assigned apartment where all individuals sharing the space are over 21.
- Intoxication: Intoxication, regardless of age, is prohibited in Prairie Place. Behavioral symptoms frequently associated with excessive consumption or intoxication may include, but are not limited to: impaired motor-skill coordination, difficulty communicating, and vomiting, glazed/red eyes, the smell of alcohol on one's breath, verbal and/or physical aggressiveness, destruction and/or disruptive behavior, and engaging in any behavior which may endanger oneself or others. Students who are found to be intoxicated will face disciplinary actions. University Housing staff reserves the right to contact emergency responders if it is felt that the student is a danger to self and/or others. The University will not assume financial liability for medical cost. Students who are transported to the hospital or detox can expect to have their parents/guardians contacted.
- Sale or Distribution to Minors: The sale or distribution of alcohol to minors is illegal and strictly prohibited at GSU. Any student engaged in this behavior will face appropriate disciplinary and/or legal actions.
- General Procedures Regarding Alcohol
  - Any person in possession of alcohol can be expected to be asked for identification to verify age.
  - Alcoholic beverages or empty alcoholic beverage containers are not allowed in common areas of the hall (lounges, stairwells, hallways, lobbies, etc.)
  - Alcohol must be concealed in a bag when being brought in the building. At no point can alcohol be visible in a common area, even if just to transport it.

- As a practical matter of enforcement and in order to avoid disagreements regarding violations of the alcohol policy and health hazards, storing empty alcoholic beverage containers in University Housing is not permitted.
- Common sources of alcohol are not permitted and can result in dismissal from University Housing on a first offense. Common sources of alcohol are all containers (kegs, barrels, half-barrels, pony-kegs, mixes in large containers, bowls, etc.) where the alcohol is intended to be served to a number of people.
- Alcoholic beverages may not be brewed or distilled in university housing facilities.
- Residents under the influence of alcohol or other drugs, regardless of age, will not be allowed to participate in University Housing sponsored programs.

**Drugs:** The illegal possession, consumption, sale or manufacture of drugs (including marijuana) or drug paraphernalia will not be tolerated. Drug paraphernalia includes but not limited to, hookahs pipes, bongs, blow tubes or any other item used for preparing or consuming illegal drugs. The odor of marijuana will be considered as evidence of a drug violation.

- Prescription Drugs: the possession of another person's prescription or the sale of legal prescription drugs is prohibited. Prescription drugs must be in the possession of their rightful owner and kept in the container assigned by a licensed pharmacist.

### **University Housing Sanctions:**

**Letter of Apology** – A request to submit a letter of apology to a complainant/victim.

**University Housing Warning** – A written reprimand for violation of University Housing standards, including a warning that continuation or repetition of prohibited conduct may result in further disciplinary action.

**University Housing Probation** – A high level of probation status that remains in place for a specified period of time. University housing probation indicates that any similar or more severe violation of the Resident Student Code of Conduct while on this status will generally result in more severe sanctions.

**Educational Sanctions** – Work assignments, essays, community service, or other related discretionary assignments.

### **Student Athlete Handbook**

#### **Controlled Substances**

The university strives to create a healthy environment, one in which the high risk use of alcohol and the use of illicit drugs does not interfere with learning, performance, or development. Substance abuse disrupts this environment and places at risk the lives and well-being of the members of the university community. GSU prohibits the unlawful possession, use or distribution of drugs, alcohol, and other controlled substances. The possession of alcohol is not permitted during official club-sport events.

#### **Alcohol/Drug Policy**

All student athletes are governed by the Student Code of Conduct. Violations of the following while you are a current student athlete will result in suspension from athletic participation and loss of tuition waiver if applicable.

- a. Illegal use of alcohol/drugs.
- b. Illegal possession of alcohol/drugs.
- c. Under the influence of alcohol/drugs.
- d. Bringing unauthorized alcohol/drugs onto campus, or any athletics sanctioned trip or to any GSU-sponsored event.

**PED (Performance Enhancing Drugs) Policy**

Governors State University's Athletic program prohibits the use of the following classes of drugs by the student-athlete:

- a. Stimulants
- b. Anabolic Agents
- c. Alcohol and Beta Blockers
- d. Diuretics and Other Masking Agents
- e. Street Drugs
- f. Peptide Hormones and Analogues
- g. Anti-estrogens
- h. Beta-2 Agonists

Any substance chemically related to these classes is also banned. The student athlete shall be held accountable for all drugs within their bloodstream.

**Employee**

At the time of this biennial report, there is no employee handbook, however, there is an alcohol/drug policy.

# **Distribution of Information**

## **Student Distribution**

The [Community Standards Handbook](#), which includes the Student Code of Conduct, is distributed to students during orientation. All newly admitted undergraduate students must participate in Orientation and are given important information and resources, including the Community Standards Handbook. The Handbook can also be found at <http://www.govst.edu/studenthandbook/>.

## **Employee Distribution**

During the academic years of 2016 - 2018, the annual notification requirement for employees was not met.

## **Recommendations**

Based on this review of the programs and policies related to drug and alcohol use/abuse at Governors State University, the following are recommendations for ways to improve upon the institution's compliance with the Drug Free Schools and Community Act:

- Update employee Drug and Alcohol Policy
- Develop a plan for annual distribution of Drug and Alcohol policy to faculty and staff
- Implement CORE survey to evaluate alcohol and drug use trends on campus
  - Identify goals based on CORE data.
- Implement empirically validated programming and identify programming objectives.
- Collect on-going data from alcohol/drug related programming to assess outcomes/meeting of objectives.
- Develop an employee handbook that includes drug and alcohol policies and sanctions.
- Identify plan for tracking enforcement of disciplinary sanctions to ensure consistency of action.
- Increase awareness on campus of policies, procedures, and protocols related to alcohol and other drugs
- Obtain more detailed social history, (including alcohol/substance abuse) of patients first visit with the Health Center

# Summary of Strengths and Growth Areas

## Strengths:

- GSU provides alcohol-free event/program/activity options
- Policy inventories (i.e., Student Code of Conduct, Housing and Athletics) specifically addresses alcohol and drug use.
- Student disciplinary sanctions have been enforced.
- Campus adoption of reporting practices and utilization of Maxient for reporting has increased.

## Growth Areas:

- Identification of employee conduct related to alcohol and drug use.
- Annual distribution of alcohol and drug policy/information notifications for employees
- Alcohol and drug use/abuse prevention programming.
- Assessment of alcohol and drug use/abuse prevention programming.
- Cross department committee collaboration for the promotion of alcohol and drug-free campus.
- Consistency of reporting alcohol and drug policy violations.