

Biennial Review of Sweet Briar College's Alcohol and Other Drug Programs (2010-2012)

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Review Committee Membership:

Carolyn Burton, Director of Human Resources
Annie Jones, Director of Residence Life
Kelly Morrison, Director of Athletics and Physical Education
Willie Neal, Director of Campus Safety
Crystal Payne, Campus Safety Police Officer
Rosie Taylor-Lewis, Nurse Practitioner and Director of Health Services
Cheryl Steele, Dean of Co-Curricular Life/VP for Student Affairs, Chair

Sweet Briar College approaches alcohol and other drug abuse prevention in a multi-faceted and comprehensive way that involves policy, prevention/education and enforcement. Communication and collaboration between offices on campus are essential to this process.

The College publishes the following statement in the Student Handbook and on the College website:

Drug Free Schools and Community Act (DFSCA) and Drug and Alcohol Abuse Prevention Regulations

Part 86, the Drug and Alcohol Abuse Prevention Regulations (Education Department General Administrative Regulations (EDGAR), requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education (IHE) must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. Sweet Briar College fully intends to be in compliance with this law. Therefore, this notice sets forth the College policy regarding student drug and alcohol use and the unlawful possession of controlled substances. College policy is as follows:

1. Students are expected and required to be in appropriate mental and physical condition for pursuing a course of study. Students shall respect and maintain the campus as a drug-free, healthful, safe, and secure environment.
2. The unlawful manufacture, distribution, dispensation, possession, or use of narcotics, hallucinogens, depressants, stimulants, marijuana, other controlled substances, possession of drug paraphernalia, and underage alcohol consumption on College premises, at College activities, or while representing the College is absolutely prohibited. Violations of this policy will result in disciplinary action, up to and including termination, and/or satisfactory participation in an alcohol and drug abuse-counseling program, and may result in referral for legal prosecution. College disciplinary proceedings for student violations shall fall within the provisions of Article VI of the Constitution of the Student Government Association. Federal, state, and local laws also prohibit the conduct prohibited by this policy. Criminal and/or administrative penalties include suspension or loss of driver's license, monetary fines and/or imprisonment. Particulars of these various laws are available from a local U.S. Attorney's office, Commonwealth Attorney's office, or law enforcement officials.
3. The College recognizes drug or alcohol dependency as an illness appropriate mental and physical condition for pursuing a course of study. Students shall respect and maintain the campus as a drug-free, healthful, safe, and secure environment.
4. The unlawful manufacture, distribution, dispensation and a major health problem. The use of illicit drugs or abuse of alcohol poses physical, mental, and emotional health risks, such as increased risk of cardiac, renal, and liver dysfunction; pre-, peri- and postnatal complications, depression, and suicide. The College also recognizes drug or alcohol abuse as a potential threat to the health, safety and security of other persons or property. The College will make the following drug and alcohol

services available to students who wish or need help. These services may be obtained on a voluntary basis or through referral when performance or behavior suggests a problem.

5. Health care and counseling services are available to students through the Harley Health Center (381-6140). If the situation warrants, a referral can be made for long-term care at an in or outpatient facility.
6. The College Mental Health Counselor offers free and confidential counseling and referrals for students in dealing with substance abuse problems.
7. Students who are placed under observation, hospitalized and/or need medical assistance due to substance use/abuse will be referred for an assessment.
8. Students convicted of any criminal or administrative drug or alcohol offense shall report it to the Dean of Co-Curricular Life within five (5) days after conviction. The College will not disclose any such report of conviction except as provided by law and this policy.
9. Students must abide by the terms of the above policy, as a standard for participation and completion of a program of study at Sweet Briar College.
10. The College will conduct a biennial review of its program to determine its effectiveness, make changes where necessary, and ensure that sanctions are consistently enforced.
11. Federal, state and local law enforcement officials, including the Department of Safety, will be allowed to investigate and to conduct searches and seizures to the extent permitted by law.
12. Due to the seriousness of the issue, this Policy is subject to change at any time, as Sweet Briar College may deem necessary for the protection of person or property.
13. Students found responsible for drug violations are subject to receiving a full range of sanctions through the Judicial Process as outlined on pp. 54-56 in the Student Handbook.

Information sharing with the community

The College's commitment statement is included in e-newsletters to students, parents, faculty and staff during the summer months and in January. This includes a statement that a copy of this plan is available through Co-Curricular Life.

Communication with Students

The College begins communication with students and parents in the summer prior to new students' arrival. A letter to parents from the President of the College is accompanied by a copy of the document: "*Virginia's Guide for Parents of First Year College Students*" (<http://www.abc.state.va.us/Education/parents/VaGuide4Parents.pdf>). This information is also made available to returning students and parents through the e-newsletters during the summer months and in January, and in the Student Handbook each year.

College Policies

Students are held responsible for the following policies:

Alcohol Policy

The College's statement on the use and possession of alcoholic beverages has been developed to reflect the values of the College and to be in compliance with the Alcohol Beverage Control Laws of the Commonwealth of Virginia. Students are responsible for educating themselves about regulations and abiding by them. Students are considered adults, are expected to obey the law, and are held accountable for their own behavior and safety. As noted in the College's statement, only students of legal drinking age may possess and consume alcoholic beverages in student residences. Common containers (i.e. beer balls, kegs) are not permitted in student residences. Students are expected to follow the proper procedures for securing appropriate location and obtaining proper permits for events where alcohol will be served. Per Commonwealth law, alcohol is not to be consumed in public areas, including residence hall lounges, hallways, stairwells, bathrooms, etc. Green Village patios and decks are not considered public areas and therefore, alcohol is permitted on these spaces only. Students are expected to follow the proper procedures for securing appropriate location and obtaining proper permits for events where alcohol will be served. Sweet Briar College is committed to maintaining a healthy living and learning environment that encourages the lawful and

responsible use of alcohol and discourages alcohol abuse. The College's Alcohol Policy is based upon the following objectives and premises:

- A. The decision to drink is an individual one that should be made responsibly, and in accordance with College, local, state, and federal regulations.
- B. Each individual who decides to use alcohol should do so in moderation and is accountable for their conduct. Any student who consumes alcohol accepts responsibility for their consequent behavior and may be disciplined in an appropriate fashion. In other words, being intoxicated will not be accepted as an excuse for erratic, irresponsible, and/or disruptive behavior either to one's person, or any other person(s), or to any property.
- C. No individual should be coerced or encouraged against her wishes to use alcohol. Nonalcoholic beverages must be available at all events where alcohol is being served or offered.
- D. The College is committed to providing ongoing education and assistance to students regarding the use and abuse of alcohol.
- E. Violations of local, state, or federal laws also constitute violation of College regulations. Individuals who violate these regulations could be subject to College disciplinary action, in addition to legal consequences.

The laws of the Commonwealth of Virginia apply in all cases to the use and possession of alcohol on Sweet Briar campus. The regulations of the Alcoholic Beverage Control Commission of Virginia require:

- F. That alcohol not be served to any person whom you know or have reason to believe is under 21 years of age; nor is permitted to consume any alcoholic beverage at a sponsored event.
- G. That alcohol cannot be served to any person whom is known or believed to be intoxicated.
- H. That the consumption of any alcoholic beverages by such person is not permitted at your event, and that you do not allow such person to remain in attendance at your event.
- I. That you acknowledge in your role as an individual host or organization host you can be held liable for alcohol-related accidents and/or injuries.
- J. That those who serve alcohol at your event must be 21 years of age or older.
- K. Virginia law does impose criminal liability for the sale or purchase of alcoholic beverages to any person who is underage or intoxicated. Violators may be subject to arrest, legal prosecution, and/or College initiated sanctions.
- L. Publicity for an event may not include the availability of alcoholic beverages.
- M. When alcohol is present, the host (event sponsor(s) and/or resident(s) of a room) must be 21 years of age or older.

It is the responsibility of each member of the Sweet Briar College community and sponsors of any College or private event to know and comply with all pertinent State laws and College regulations. Further, they must assume responsibility and potential liability in all matters of compliance with Federal, State, County, and College regulations regarding the consumption of alcoholic beverages. Each community member is expected to help prevent any misuse or excesses stemming from the use of alcoholic beverages. In particular, students are reminded of their general responsibility for the safety and welfare of one another, as well as their specific responsibility to the College community for the highest standards of conduct and behavior from themselves and their guests.

General Regulations and Guidelines

- N. Alcohol may not be used as a focus of membership or recruitment functions (e.g., clubs or special interest groups). In addition to internal disciplinary measures, the College will report to local law enforcement officials any conduct that may be a violation of Virginia's anti-hazing statements and may report violations of alcoholic beverage control statute.
- O. At any event at which alcoholic beverages are served, food and nonalcoholic beverages must also be made available and readily accessible to guests for the duration of the event at the same vicinity as the alcoholic beverages and featured as prominently as the alcoholic beverages.

- P. Alcohol may not be used as a prize for any contest, nor are games allowed which emphasize drinking alcohol, i.e. drinking contests.
- Q. The possession or use of beer kegs is not permitted in student residences. This includes cardboard kegs and beer balls.
- R. Except for College-sponsored events and College-approved private parties, the consumption of any alcoholic beverage is not permitted in outdoor or other areas open to the "public view" on the campus. This includes walking on campus or in public locations with an open container of alcohol (can, bottle, cup, etc.).
- S. The consumption of alcoholic beverages is not permitted in athletic facilities or classroom buildings unless a license has been secured for an event in one of these facilities.

Individual Possession, Consumption and Responsibility

Students of legal drinking age may possess and consume alcoholic beverages on campus in a responsible manner in the following areas:

- T. Student residence rooms, Green Village patios and balconies
- U. At registered and approved private events
- V. In the Houston Bistro (alcohol not purchased at the Houston Bistro may not be brought into this location)
- W. At College events where alcohol is served or made available
- X. An Open Events/College-Controlled Public Spaces is defined as events that are open to SBC students, their guests, and students from other colleges, in areas on campus for which the College has obtained (or can obtain) ABC licensing for the sale or service of alcoholic beverages. Areas included are the Houston Bistro, Prothro Dining Room, outdoor dells, the Den, the Boathouse, and other areas as approved by the Dean of Co-Curricular Life, the Vice President for Finance and Administration, or designee.

Regulations Governing Open Events/College-Controlled Public Spaces

- Y. Any approved student organization (e.g. CEO, a class, club, etc.) or the Division of Co-Curricular Life or other College office may sponsor open events in College controlled public spaces.
- Z. A space reservation for open events must be obtained from the appropriate office within fourteen (14) working days prior to the scheduled event.
- AA. If alcohol is to be served or made available, it must be served and consumed in a designated area. If the event is located at Prothro, the Dell, the Houston Bistro, the Den, or the Boathouse, the Dean of Co-Curricular Life, the Vice President for Finance and Administration, or designee, will make decisions regarding distribution and consumption of alcohol on an event-by-event basis.
- AB. Residence hall public areas can be utilized by SBC students 24 hours per day/7 days per week for impromptu gatherings without alcohol. Students and their male guests may also utilize these areas during visitation hours. At all times students must respect the rights of other students and the residents of a particular area.

Regulations Governing Private/Social Events

- AC. Any approved student organization, College office or department, or any individuals or groups of students, staff, or faculty may sponsor private gatherings/social events in College-controlled public spaces (i.e. The Den, Dell). The facility must be reserved along with written approval received from the Dean of Co-Curricular Life.
- AD. When alcohol is to be served or made available, student event sponsors must obtain permission from the Dean of Co-Curricular Life, or designee, at least three days in advance, and agree to a system to control access to the event and for verifying a lawful process for the service and consumption of alcohol (e.g. picture IDs at door, use of stamp or bracelet, a viable way of designating those of legal age to drink). Alcohol consumption in designated areas cannot occur unless a Reservation and Use Agreement Form for the Den or a Dell has been filed. The size, nature, and

location of the event will determine if a member of the Department of Safety should be present. Students wishing to serve alcohol are encouraged to use the service of ARAMARK which provides bartender(s) and has direct responsibility for checking legal drinking age. No money may be collected by student hosts at any private event involving alcohol, including The Den, Dell, or Boathouse. All events will be "spot checked" by an Officer. The possession or consumption of any alcoholic beverage is not permitted in residence hall common areas, i.e. corridors, stairwells, and lounges. These regulations are subject to an ongoing review and modification.

Drug Policy

The Drug-Free Schools and Communities Act Amendments of 1989, (PL101226) require applicants for federally funded grants and contracts or student loans to implement a "program to prevent the use of illicit drugs and abuse of alcohol by students and employees." Sweet Briar College fully intends to be in compliance with this law. Therefore, this notice sets forth the College policy regarding student drug and alcohol use and the unlawful possession of controlled substances. College policy is as follows:

1. Students are expected and required to be in appropriate mental and physical condition for pursuing a course of study. Students shall respect and maintain the campus as a drug-free, healthful, safe, and secure environment.
2. The unlawful manufacture, distribution, dispensation, possession, or use of narcotics, hallucinogens, depressants, stimulants, marijuana, other controlled substances, possession of drug paraphernalia, and underage alcohol consumption on College premises, at College activities, or while representing the College is absolutely prohibited. Violations of this policy will result in disciplinary action, up to and including termination, and/or satisfactory participation in an alcohol and drug abuse-counseling program, and may result in referral for legal prosecution. College disciplinary proceedings for student violations shall fall within the provisions of Article VI of the Constitution of the Student Government Association. Federal, state, and local laws also prohibit the conduct prohibited by this policy. Criminal and/or administrative penalties include suspension or loss of driver's license, monetary fines and/or imprisonment. Particulars of these various laws are available from a local U.S. Attorney's office, Commonwealth Attorney's office, or law enforcement officials.
3. The College recognizes drug or alcohol dependency as an illness and a major health problem. The use of illicit drugs or abuse of alcohol poses physical, mental, and emotional health risks, such as increased risk of cardiac, renal, and liver dysfunction; pre-, peri- and postnatal complications, depression, and suicide. The College also recognizes drug or alcohol abuse as a potential threat to the health, safety and security of other persons or property. The College will make the following drug and alcohol services available to students who wish or need help. These services may be obtained on a voluntary basis or through referral when performance or behavior suggests a problem.
4. Health care and counseling services are available to students through the Harley Health Center (381-6140). If the situation warrants, a referral can be made for long-term care at an in or outpatient facility.
5. The College Mental Health Counselor offers free and confidential counseling and referrals for students in dealing with substance abuse problems.
6. Students who are placed under observation, hospitalized and/or need medical assistance due to substance use/abuse will be referred for an assessment.
7. Students convicted of any criminal or administrative drug or alcohol offense shall report it to the Dean of Co-Curricular Life within five (5) days after conviction. The College will not disclose any such report of
8. conviction except as provided by law and this policy.
9. Students must abide by the terms of the above policy, as a standard for participation and completion of a program of study at Sweet Briar College.
10. The College will conduct a biennial review of its program to determine its effectiveness, make changes where necessary, and ensure that sanctions are consistently enforced.
11. Federal, state and local law enforcement officials, including the Department of Safety, will be allowed to investigate and to conduct searches and seizures to the extent permitted by law.

12. Due to the seriousness of the issue, this Policy is subject to change at any time, as Sweet Briar College may deem necessary for the protection of person or property.

13. Students found responsible for drug violations are subject to receiving a full range of sanctions through the Judicial Process as outlined on pp. 46-51 in the Student Handbook

DRUG-FREE WORKPLACE POLICY

This policy applies to all employees of the College:

The Drug-Free Workplace Act of 1988, (PL100-690,102 Stat.4181) requires applicants for federally funded grants and contracts to certify that they will maintain a drug-free workplace.

Under this law, employers who receive contract awards of \$25,000 or more, and all grants, must establish and communicate policies on drug awareness to employees and report workers convicted of workplace-related drug violations to the procuring government agency within ten (10) days of learning about such convictions. This law requires that they would not violate drug laws "in conducting any activity with the grant." Sweet Briar College intends to be in full compliance with this law. Therefore, this is to state formally the College's policy regarding the work-related effects of drug use and the unlawful possession of controlled substances on College premises. Sweet Briar's policy is as follows:

1) Employees are expected and required to report to work on time and in appropriate mental and physical condition for work. It is our intent and obligation to provide a drug-free, healthful, safe, and secure work environment. Any employee who is taking prescribed medications that may affect his/her work should report this to his/her supervisor. The legal use of prescribed drugs is permitted on the job only if it does not impair an employee's ability to perform the essential functions of the job effectively and in a safe manner that does not endanger other individuals in the workplace.

2) The unlawful manufacture, distribution, dispensation, possession, or use of alcohol, narcotics, hallucinogens, depressants, stimulants, marijuana, inhalants, and other controlled substances on College premises or while conducting College business off College premises is absolutely prohibited. Violations of this policy will result in disciplinary action, up to and including termination, and/or satisfactory participation in the Employee Assistance Program, and may have legal consequences.

3) The College recognizes drug dependency as an illness and a major health problem. The College also recognizes drug abuse as a potential health, safety, and security problem. The following are available to employees needing help in dealing with such problems:

a) Health care benefits for treatment of drug and other controlled substance problems may be available through our health insurance policy for participating employees.

b) The Employee Assistance Program offers free, confidential counseling and referrals for both the employee and immediate family members in dealing with substance abuse problems. These services may be obtained on a voluntary basis or through supervisor referral when job performance or behavior suggests a problem. Employees who believe they have a problem are urged to contact the Employee Assistance Program (EAP) for confidential treatment at (434) 845-1246.

4) Employees must, as a condition of employment, abide by the terms of the above policy and report any conviction under a criminal drug statute for violations occurring on or off College premises while conducting College business. A report of a conviction must be made to the Human Resources Department within five (5) days after the conviction. After receiving a notice of a conviction, the Human Resources Department must notify the granting agency within ten (10) days.

5) The College will conduct a biennial review of its program to determine its effectiveness, make changes where necessary, and ensure that sanctions on violators are consistently enforced.

6) Federal, state, and local law enforcement officials, including campus police, will be allowed to investigate and to conduct searches and seizures to the extent permitted by law.

7) Due to the seriousness of the issue, this policy is subject to change at any time, as the Administration may deem necessary for the protection of person or property.

Education/Prevention

Athletics

A mandatory meeting for all student athletes addresses issues of alcohol and drug education as well as the drug testing process and sanctions. Athletes are also informed about resources on and off-campus. A handbook is made available to each athlete.

Additional information regarding Athletic department programs and resources are included as addendums to this document.

Counseling

The Mental Health Counselor is available as a resource and support person to students. They have supported educational conversations through the Non-Academic judicial process and on a more informal basis. The topic of alcohol and other drugs is regularly a topic of discussion by students in session. Resource materials are made available to students. The Counselor works in collaboration with the Director of Health Services and Nurse Practitioner.

Dining Services/ARAMARK

ARAMARK follows Virginia ABC policy and serving standards are guided by the TIPS alcohol service program. <http://www.tipsuniversity.org/>.

Health Services

Prior to the arrival of new students on campus in the fall of 2011, all incoming first year students were encouraged to complete an online educational course through the *mystudentbody.com* website. This interactive and personalized course provides an opportunity for students to evaluate their drinking habits, learn tips on how to drink in moderation and avoid binge/high risk drinking, and learn how to help others who are disruptive or in danger. It was determined not to continue this for 2011-12 due to low participation, weak student feedback and the overall cost benefit of the program.

New Student Orientation during 2011-12 included the "Let's Talk About It" program with Kelly and Becca. The program emphasizes the importance of communication, bystander prevention, personal responsibility and supporting survivors. Using sexual empowerment as their platform they decode the toxic language surrounding sex and offer innovative ways to address alcohol, sex under the influence and date rape drugs. All first-year and transfer students were required to attend the engaging and informative presentation of two friends' experience with alcohol, sexuality and relationships.

The "Wellness Silhouettes" program was created in the spring of 2012 as an initiative out of Health Services and the Co-Curricular Life staff to more specifically address alcohol and other drug information with new students utilizing both data and personal stories by students. It is a peer-to-peer theatrical performance of "real" and "true" stories relating to alcohol, sexuality, consequences and resources was presented by upperclassman. A post-presentation session facilitated discussion using interactive polling gave the audience the opportunity to be a part of the discussion. Myths and misinformation was debunked. Student feedback was solicited and while it was positive overall, the suggestions have been very helpful in revising the program for Orientation 2013.

2011 BACCHUS Affiliation

To quote from their website: The BACCHUS Network is a collegiate peer education initiative that supports the achievement of students' academic and personal success by building skills in student leaders to address campus health and safety issues.

- 2011-6 peer educators were national certified by BACCHUS as peer health educators.
- 2011-2 students attended the national BACCHUS conference in Washington, DC
- 2012-11 students certified by BACCHUS
- 2012-4 students attended the BACCHUS Regional Conference at Longwood University

2011 Alcohol Jeopardy game night

2012 Booze Cruise in collaboration with Amherst Sheriff's Department and Campus Safety; the Sweet PEAs simulated the challenges and consequences of driving while under the influence using beer goggles and golf carts

2012 Stall Story on Solo cups and appropriate amount; using the lines on the Solo cup to measure correct amount of alcohol

2012 social norms messaging at Founder's Day Party using the 0-1-3 concept

2012 Health and Wellness Fair; displays and activities on alcohol safety, as well as tobacco risks and cessation display with representatives from HIPE

2012 Kick Butts Campaign; display of 50 shoes representing the number of individuals who died during a 2 hour lunch period from tobacco-related illness

2011 and 2012-display regarding the adverse effects of first, second and third hand smoke

Health Services Interventions-- Health Services staff asks most patients about their tobacco use at the time of a visit to the clinic and conducts brief interventions offering encouragement and support for quitting.

Brochures--Counseling Services and Health Services provide brochures within their offices and also make them available periodically at other locations on campus via special displays, bulletin boards, etc.

Women's health display: Alcohol and Breast Cancer Risk; Breast Cancer Awareness Campaign

Residence Life

Information is provided to Resident Advisors (students) and Resident Coordinators (professional staff) in their training process (August and January) and they participate in role-playing scenarios through exercises such as "Behind Closed Doors". They have information available to residents and serve as a resource, and occasionally as an enforcer when they need to address situations that occur in the residence halls and other student residence areas. If the latter occurs, a staff member writes a report that is forwarded to the Co-Curricular Life staff who initiates an investigation through the Non-Academic Judicial Process. If it is recommended that an intervention needs to occur related to concerns about a student's abuse of alcohol and/or other drugs, the staff member consults with the Director of Residence Life who will talk with the Dean of Co-Curricular Life and other appropriate staff (e.g. Health Services).

Student Involvement and Programs

Education and information regarding College policies and guidelines is presented to clubs and organizations on an ongoing basis. Each registered group is required to have an advisor and this person

receives the information as well. As events are planned, the Director of Student Involvement meets with student leaders to review the Alcohol and Drug policies in the Student Handbook.

Examples of risk management education include:

- ❖ Before club socials or tapping of members, student leaders must meet with the Director of Student Involvement and Programs to reinforce the College's alcohol and drug policies. Students must specifically state in their social/tapping itineraries that any person who brings alcohol, or attends under the influence of alcohol or drugs, will not be allowed to participate in the social or tapping. These policies are reviewed in conjunction with the College's *Policy on Hazing and Standards of Group Behavior*.
- ❖ Sweet Funds and CEO Grants are not allowed to be used for an event. Students are also encouraged to apply for these monies, which can cover all or some of the cost of a non-alcoholic activity they want to initiate and organize. Students who apply for these funds are informed of this policy.
- ❖ StARs, CEO, and various student programming organizations continually offer non-alcoholic events for students to attend.
- ❖ Student Involvement does not allow marketing that promotes alcohol.
- ❖ Wrist banding regulations are enforced during events where alcohol is served, including the Founders' Day dance and March Mixer. Drink tickets are also limited when they are used.
- ❖ Students meet with either the Dean of Co-Curricular Life or the Director of Student Involvement and Programs and are reminded of best practices for responsible hosting before events where alcohol will be available.
- ❖ The Inter Club Council added BACCHUS as a new club fall semester. This group will continue to promote alcohol and drug abuse awareness using resources and training provided by this national organization. <http://www.bacchusnetwork.org/>.
- ❖ According to the Clubs and Organizations (CO) Manual: Under *Policy on Hazing and Standards of Group Behavior* "A CURRENT SIGNED COPY OF THIS FORM SHOULD BE IN THE OFFICE OF STUDENT INVOLVEMENT & PROGRAMS IN ORDER FOR A CO TO BE CONSIDERED ACTIVE". Sections of this policy refer to violations and sanctions particularly regarding the use of alcohol and/or drugs.

Student hosts of organized social events involving alcoholic beverages are required to register their event through Co-Curricular Life and participate in a planning meeting with the Dean of Co-Curricular Life or the Director of Student Involvement and Programs. Students are referred to the following supplemental information: <http://www.abc.virginia.gov/partyguide/Partyguide.html>. Only beer and wine are allowed at these events; hard alcohol is prohibited. Each party is checked and monitored by Campus Safety officers who complete a checklist for each event.

Enforcement

Campus Safety

Students at Sweet Briar College live under a self-governed Honor Code and are responsible for reporting themselves or other students for violations of College regulations, including those related to the illegal use of alcohol and other drugs.

The office of Campus Safety is responsible for the primary enforcement of the College's rules and regulations. They enforce College regulations and Virginia state law concerning alcohol and drug use on campus. They respond to and investigate all complaints of illegal alcohol and drug use and report to appropriate administrative office for review. They develop and participate in crime prevention efforts with student groups and other local law enforcement agencies.

The Residence Life staff also plays an important role in intervening, responding to complaints, and reporting violations of the College's alcohol and drug policies; this information is forwarded to the Non-Academic judicial process.

Non-Academic Judicial Process

Student violations of College policy are subject to disciplinary action through a Non-Academic Judicial Process which is led by a student Chair and advised by the Director of Residence Life. While the philosophy of the judicial process is primarily educational and can include such aspects as self-reflection, counseling or referral to educational websites such as mystudentbody.com that was used from 2010-2012, there are also punitive sanctions as outlined below.

During 2010-11, sanctioned students were assessed and treatment plan was developed, which may have included observing an AA meeting, completing the course through mystudentbody.com, assisting with a alcohol prevention program, and/or referral to substance abuse specialist for further assessment.

Non-Academic Conduct Sanctions

1. The following sanctions may be imposed upon any student found to have violated the Honor Code Standards of Non-Academic Conduct:
 - a. Official Warning: An oral or written reprimand that does not become a part of the student's record.
 - b. Loss of Privileges: Denial of specified privileges for a designated period of time.
 - c. Fines: Established and published fines may be imposed which the student will need to pay within a designated period of time.
 - d. Restitution: Monetary compensation to an injured person for loss, damage or injury to such person.
 - e. Compensatory Service: Assignment to an appropriate work requirement related to the offense. A minimum number of hours would need to be completed within a specified period of time.
 - f. Referral: Referral to support services and/or educational programs.
 - g. Disciplinary Probation: The student is placed on probation for a designated period of time. Probation is defined as the middle status between good standing and suspension. If another violation is found to have occurred during the probationary period, the student will be subject to an additional judicial process, and the outcome could result in additional and more severe sanctions.
 - h. Honor Probation: The student's Honor privileges are revoked for a designated period of time, which is recorded on the student's transcript during the probationary period. If another non-academic violation is found to have occurred during this time, the student will face more severe sanctions. This could include the student being automatically suspended from the College. The revocation of Honor privileges includes suspension of the pledge, which entails losing the validity of her signature temporarily in the Sweet Briar community. A student with a suspended pledge cannot take an un-proctored exam or utilize charge privileges on campus.
 - i. Suspension from the College: The student is removed from the College for not less than the remainder of the semester in which the offense occurred. At the end of the suspension period the student can re-matriculate, but the suspension remains on the permanent transcript. Conditions for the student's return may be specified.
 - j. Dismissal from the College: The student is removed from the College and can return only after providing the Deans with satisfactory evidence that the student has complied with conditions set for readmission. The dismissal remains on the permanent transcript.
 - k. Expulsion from the College: The student is permanently removed from the College. The expulsion remains on the permanent transcript.
2. The following sanctions may be imposed upon clubs, groups, or organizations:
 - a. All of the above sanctions set forth in Section IV.E.1, if applicable.
 - b. Deactivation: Loss of privileges, including College recognition and/or funding for a specified period of time.
3. More than one of the above sanctions listed may be imposed for any single violation.

4. *Parent(s) or Guardian(s) are ordinarily notified regarding a second violation of Alcohol policy and regarding violations of Drug policy, when medical attention is necessary, and/or when a student's disciplinary status at the College indicates potential removal from campus.*
5. A student with a pending allegation or sanction with Sweet Briar College or the judicial system, who takes a leave of absence or withdraws, remains subject to all the proceedings and outcomes of the Judicial Committee upon their return to the College.

F. Interim Sanctions and Process.

The following interim sanctions and processes are available to Administration in emergency or extraordinary situations: In certain circumstances, the Dean of the Faculty, Dean of Co-Curricular Life, or the President of the College may impose a suspension pending an assessment and/or a hearing before the Judicial Committee. Appropriate circumstances in which an interim suspension may be imposed are as follows:

- a. to ensure the safety or well-being of members of the College community,
- b. to preserve College property,
- c. to ensure the student's own physical or emotional safety or well-being, or
- d. if the student poses a threat of disruption or interference with the normal operations of the College.

During interim suspension, the student may be denied access to student residences and/or to the campus (including classes) and/or all other College activities or privileges for which the student might otherwise be eligible. A determination of the appropriateness and the extent of the interim suspension shall be made in the sole discretion of the Dean of the Faculty, Dean of Co-Curricular Life or the President of the College. Whenever interim sanctions are imposed, a hearing by the Judicial Committee shall be convened at the earliest reasonable possible time after the imposition. In the sole discretion of the Dean of the Faculty, Dean of Co-Curricular Life or the President of the College, the interim sanction may remain in effect until a final decision has been reached, including completion of the appropriate appeals process.

In any extreme or clearly dangerous situation, the judgment of the President of the College suffices to enforce a decision of temporary suspension and removal from the College until a hearing before the Judicial Committee can be arranged. This procedure will be accomplished as quickly as possible. The College further reserves the right to exclude at any time, following established procedures that protect individual rights, any student whose conduct or academic standing it regards as unacceptable in a community of scholars and students. Any student accepting a place in the Sweet Briar College community should know that the College will not tolerate illegal acts or extremes of social behavior which ignore the right of others or are injurious to the individual, the community, or to the College itself.

Alcohol and Drug violations

Spring 2010-Fall 2010	Alcohol	19	Drugs	0
Spring 2011-Fall 2011	Alcohol	37	Drugs	4

Sanctions

Spring 2010-Fall 2010	<i>Alcohol:</i>	Warning-11 Disciplinary Probation-2 Community Service-3 mystudentbody.com website-4 Counseling/educational program-3 Professional assessment required-2
	<i>Drugs:</i>	0

Spring 2011-Fall 2011

Alcohol: Warning-15
Disciplinary Probation--4
Community Service-6
mystudentbody.com website -6
Counseling/educational program-9
Professional assessment required-1

Drugs: Warning-2
Disciplinary Probation-2
Counseling/educational program-1
Professional assessment required-1

Review of Sanction Enforcement Consistency

The consensus of the Review Committee is that, on the surface, there is consistency related to sanctioning, particularly related to similar sanctions (there is a conscious effort to sanction similarly, also recognizing that each case is heard on an individual basis). In the “Recommendations” section of this report is a plan to review best practices related to assessing the consistency of sanctions.

There was also agreement that these numbers do not represent the number of violations that actually occurred on campus during this period of time—these are the situations that were reported through College offices (Campus Safety, Residence Life, etc.). This is a topic that should continue to be reviewed.

It is also challenging to assess the effectiveness of sanctions and attention will be given to this area as well.

Athletics and NCAA Compliance

Becoming a member of a team entails assuming personal responsibility for health and fitness, including the following: Maintaining a healthy lifestyle, including adequate nutrition, sufficient rest, avoidance of substance and alcohol abuse, and use of performance enhancing drugs.

Active women require balanced and adequate nutrition. Insufficient nutrition and over-exercise may adversely affect athletic performance, and increase the likelihood of injury. Questions regarding appropriate nutrition and exercise should be addressed to the Athletic Trainer. The student-athlete may also be referred to appropriate campus resources.

Among responsibilities of a student-athlete is sufficient rest. Sleep is important in maintaining personal health, reducing stress, and remaining injury-free. Time management and planning significantly impact a student-athlete's ability to obtain sufficient rest.

Department of Physical Education and Athletics Alcohol and Drug Statement

Sweet Briar College does not condone the illegal or otherwise irresponsible use of alcohol or other drugs. The Department, its personnel, athletic trainer, and administration strongly believe that the use of alcohol and illicit use of drugs can be detrimental to the physical and mental well being of Sweet Briar College student-athletes. The Department will not tolerate such abuse or use because it can seriously interfere with the performance of individuals as both students and athletes and can be extremely injurious to others, particularly while participating in athletic competition or practice.

It is the responsibility of every member of the college community to know the risks associated with alcohol and other drug use and abuse. This responsibility obligates students, faculty, and staff to know relevant

college policies, federal, state, and local laws and to conduct themselves in accordance with these policies and laws. Sweet Briar College has very explicit policies regarding the use of alcohol and other drugs on campus. The Department of Physical Education and Athletics supports these policies and expects the student-athletes and athletics staff to abide by them.

The Athletic Trainer will review NCAA and College drug testing programs and regulations, as well as any changes in the testing procedures from the previous year.

The Athletic Trainer will conduct meetings with all first-year student-athletes to thoroughly cover the testing procedures and sanctions, as well as to inform students about the resources within the Department and College that are available to student-athletes who abuse alcohol or drugs. ****A copy of the department's Drug and Alcohol Program guides are included as addendums to this report.**

Financial Aid

Notice of Federal Student Financial Aid Penalties for Drug Law Violations

A student who is convicted of any offense under any Federal or State law involving the possession or sale of a controlled substance while enrolled in an institution of higher education and receiving any federal financial aid (e.g. grant, loan, or work assistance) will lose his/her eligibility for such federal assistance according to the following schedule:

If convicted of an offense involving the possession of a controlled substance, the ineligibility period is:

First Offense	1 year
Second Offense	2 years
Third Offense	Indefinite

If convicted of an offense involving the sale of a controlled substance, the ineligibility period is:

First Offense	2 years
Second Offense	Indefinite

Employee Communication and Resources

Sweet Briar College provides the *Benefits and Policy Manual*, containing the Drug-Free Employment Policy, to all new staff and faculty employees at the time of hire. This document is also on the College's website at: http://www.sbc.edu/sites/default/files/Human_Resources/Benefits/Benefits%20%26%20Policies%20Manual%20%28August%202010%29.pdf where all current, prospective and former employees can access it.

Additionally, the College provides information upon hire and periodically throughout the year about the EAP (Employee Assistance Provider) which is locally located in Lynchburg. Information is provided directly to employees and to their supervisors; pamphlets are available on the first floor of Fletcher Hall in the Human Resources department.

From the DOL website: "[T]he [Drug Free Workplace] Act [of 1988] requires employers to establish a drug-free awareness program to educate employees about the dangers of drug abuse as well as about the specifics of their policy. The Act does not specify a particular format for the awareness program, although it does state that the education effort must be ongoing and not just a one-time event. Some

options that employers may wish to consider include (1) educational seminars delivered by substance abuse professionals, local law enforcement officials, and/or company staff, (2) brochures and/or posters, (3) video materials, (4) interactive computer programs, (5) home mailings and/or payroll stuffers, (6) brown-bag lunches, or any combination of these."

Our status/activity during the biennium:

- Free wellness screenings were held in October 2011 in which about 65% of College employees participated. The questionnaire included questions about recreational drug, tobacco and alcohol use. Results from these screenings were provided directly to employees along with action plans to help them reduce their health risks.
- The College provided mini health fairs across campus from April 2012 through December 2012, hosted by a qualified health educator; materials shared have included the effects of smoking, alcohol and drugs on health.
- An annual health and wellness fair is held and some of the professionals who attend are medical professionals, representatives from our EAP (Employee Assistance Program), and the American Cancer Society.

Anthem, the College's health insurance provider, mails targeted communications to high-risk individuals, including smoking cessation information to those who are identified as smokers (per Anthem's methods of identifying high-risk individuals).

Data

Attached as an addendum to this report are outcomes from the Your First College Year and College Senior Survey Where data are not included, the College did not participate in the survey for that particular year.

Recommendations

- *Review wording and content of alcohol and drug policies prior to next Biennial Review*
- *Confirm an ongoing review timeline and publicity plans/information sharing with the community*
- *Increase efforts related to social norming and bystander behavior*
- *Increase efforts related to prescription drug information and abuse prevention*
- *Identify opportunities to increase institutional data gathering (e.g. Core survey)*
- *Review best practices related to reviewing consistency of sanctioning*
- *Increase information regarding drug-free workplace programming, to include posters, brown-bag lunch sessions and presentations by qualified individuals (police, health educator, substance abuse professionals, etc.); there may be an opportunity to provide such sessions open to faculty and staff and students.*