



**BIENNIAL REVIEW OF ALCOHOL AND OTHER DRUG PROGRAMS  
2018-20**

**Division of Student Affairs  
Dean of Students Office**

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## **Certification of Adoption and Acceptance**

The President's Cabinet met and reviewed the Biennial Report of Institutional Compliance with the Drug-Free Schools and Campuses Regulations.

The review and acceptance of this report as the official document for the university in compliance with applicable federal regulations occurred on that date. The Cabinet affirms that the formal university action taken by designated university officials both supports the drug and alcohol policies of the university and encourages employees and students who may have difficulties with these issues to seek assistance through appropriate channels.

Based on our review, the Cabinet believes we are in full compliance with expectations set forth by the U.S. Department of Education. Further, we believe our institutional efforts seek to ensure the safe, healthy, responsible, and legal use of alcohol and other drugs.

  
SIGNATURE

  
DATE

Sr. Joan Lescinski, CSJ, PhD  
President, St. Ambrose University

## Introduction

The following report was prepared by St. Ambrose University. The report is prepared to meet the requirements of the 1989 amendments to the Drug-Free Schools and Campuses Act, as articulated in Part 86, the Drug- Free Schools and Campuses Regulations.

St. Ambrose University has developed and updated a comprehensive written policy on alcohol and other drugs and has successfully distributed this policy to staff and students. This document represents the Biennial Review of Alcohol and Drug Prevention Programs at St. Ambrose University as required by the Drug-Free Schools and Campuses Regulations.

## AOD Core Program Elements

**AOD Environmental Review Council** Campus-wide committee of staff, faculty, and students, which purpose is to: a.) assess the current climate of alcohol use b.) study the role of alcohol in the St. Ambrose educational environment, and c.) make recommendations for future policy and action.

**Annual Notifications** In compliance with federal guidelines, the student affairs division annually notifies students regarding the following: standards of conduct; a description of sanctions for violating federal, state, and local law and campus policy; a description of health risks associated with AOD abuse; a description of treatment options; and a biennial review of the program's effectiveness and the consistency of the enforcement sanctions.

**Orientation** During summer orientation each June, parents and students receive information and data on student use and abuse rates. Substance use information is delivered in a joint format along with Title IX and Sexual Violence information. Families are then asked to have discussions before returning in August about expectations they have around student alcohol and drug use.

**EverFi Alcohol Coalition** St. Ambrose University joined the EverFi Alcohol Coalition in the Spring 2013 for the purpose of being more intentional about using evidence-based strategies to combat alcohol and other drug use.

**AlcoholEdu / Haven** An online interactive program administered by *EverFi*, Inc., that creatively educates students regarding the effects of alcohol use during college. Adapts program and material to reported individuals' student lifestyle and helps individual to self-identify potential for high-use/abusive behaviors and the impact these can have. First-year students complete this module in the summer and fall. Returning students complete as part of sanctioning process. Additionally, upper-class students receive the Campus Clarity module [owned by *EverFi*, Inc.] in September and February respectively.

**LateNight@SAU** Late night events series offered ideally every Friday and Saturday night while Fall and Spring classes are in session. This initiative is overseen by the Student Activities office and supported by Campus Recreation, Residence Life, Campus Activities Board (CAB), and Student Government Association (SGA) and is offered typically from 10 p.m. to 2 a.m. on campus. Events are offered in a variety of formats and by a variety of hosts, including student groups.

**Alcohol Use Screening** Administered by Psych Chi, the Psychology department honorary, and the Counseling Center to help student self-identify use patterns that may be excessive. Offers immediate feedback and the opportunity to meet with staff to review the outcomes. Supplements screening tools offered by the Counseling Center and includes referral to Counseling services.

**BASICs Referrals** Students demonstrating significant or abusive use of alcohol are referred to a counseling staff member for a BASICs assessment. Staff were trained to administer the module, a two-part motivational interviewing experience, that shares campus data to situate behavior and then open discussion about reactions and future intentions. Students may also self-refer to complete this module.

**Policy Enforcement** Residence Life and Security staff are charged with educating students regarding campus policies and providing enforcement of those policies in living units and on campus. Personnel serve regular on-call schedules, conduct intermittent rounds of campus, and provide 24 hour/7 day per week coverage of campus residence halls and properties owned by St. Ambrose University.

**Social Norms Campaign** Information periodically distributed regarding student reported attitudes and behaviors to normalize awareness of accurate use behavior. Statistics serve to refute misperceptions of actual use and abuse. Prominent individuals on campus are included with a photo and facts regarding actual use. In addition, Psych Chi also conducts research to determine what messages students are seeing and taking away from the campaign.

**EverFi Campus Diagnostic** Working with *EverFi*, Inc., this instrument begins with a comprehensive campus assessment of current initiatives to educate, address, and reduce the negative impacts of campus alcohol and drug use and abuse. Campus personnel complete a survey that is then submitted to *EverFi* personnel for scoring. After preliminary review, *EverFi* personnel then review findings to determine accuracy of perception and to draw out additional data for the assessment through a phone conversation with key personnel on campus. A final document of recommendations is submitted for consideration and implementation.

## Calendar of Events and Initiatives

**June** Student and Parent presentations regarding use and perceived substance use conducted at Summer Orientation; policies discussed and families encouraged to discuss expectations prior to arrival in August.

**July** FY students expected to complete Module 1 of *AlcoholEdu*. Note: *Haven* [Sexual Assault] and *Transit* [Financial Health] included as well.

### August

- Policies sent to all students, faculty, and staff via University e-mail; Resident Advisors discuss at floor meetings
- Student Staff training on policy confrontation and observation of patterns
- Welcome Week event that addresses AOD/Sexual Violence topics (“Take Two”)
- Social norms information posted

### September

- *LateNight@SAU* calendar and funding information released to student groups; calendar is tentatively filled for the Fall.
- Module 2 of *AlcoholEdu* completed by FY students
- Various floor, building, and campus events to highlight AOD expectations

### October

- Module 3 *AlcoholEdu* completed by FY students
- New social norms campaign begins and continues year-long

### January

- Policies sent to all students, faculty, and staff via University e-mail; Resident Advisors discuss at floor meetings
- Students new to St. Ambrose receive Alcohol Edu/Haven information
- *LateNight@SAU* calendar and funding information released; events confirmed
- Executive summary of *AlcoholEdu* reviewed and disseminated

### March

- Alcohol use screening hosted by Psi Chi, the Psychology department honor society, and the Counseling Center to help student self-identify use patterns that may be excessive. Offers immediate feedback and the opportunity to meet with staff to review the outcomes.
- Pre-Spring Break passive programming

### April

- Information sent about behavior in neighborhoods and annual events [House Crawl, Last Blast] that in the past resulted in significant policy violations.
- Letter home to parents about having discussions and setting expectations just prior to Easter weekend

## **AOD Environmental Review Council**

- Meets monthly to review AOD education initiatives
- Reviews assessments and makes recommendations for implementation
- Provides oversight of mission, vision, and messaging around AOD use

## **Individual-Based Program Initiatives**

### **Campus Activities Board**

This board is made up of 12 student leaders whose purpose is to provide evening and weekend entertainment. All events are student-led events on campus, or at partnering sites, that are alcohol and drug free.

### **Counseling**

The Counseling Center on campus serves students who are mandated for alcohol and drug assessment. The Counseling Center also serves students who self-report with alcohol or drug issues that come for some assistance in reducing or eliminating consumption. In addition, counseling provides an online instrument where students can assess their own drinking habits. Further, counselor Amber Dopler administers the BASICs high risk reduction module through referral and self-referral. A discussion regarding alcohol and drug usage occurs as a standard intake assessment with students who visit the office. Even if it is not the presenting problem, alcohol and other drug issues have a pervasive impact. *Therapy Assistance Online (TAO)* has also been added as a key resource for students, who are able to move through substance abuse counseling at any time, confidentially, through these secure online modules.

### **Dean of Students**

The Dean of Students has been charged with assessing the climate of alcohol that exists within the St. Ambrose community. To do so, the AOD Environmental Review Council was formed to serve the purpose of assessing the current climate of use, studying literature on the role of alcohol in the education environment, and making recommendations for future policy and procedures.

### **Campus Recreation**

Campus Recreation conducts programming and provides services to enhance skills, foster life-long friendships, and teach the understanding of true sportsmanship while promoting healthy lifestyle choices. Certainly, the wellness programming components encompass education about alcohol, tobacco, and illegal/controlled substances.

Offerings are all in an alcohol-free environment and are molded into our core five programming areas: Fitness, Intramural Sports, Extramural Sports, Club Sports, and Wellness. Though in some cases individuals may be of legal age, our policy does not allow for alcohol to be present and/or for anyone to participate while under the influence. We hope that our events in themselves are helping to form a healthy foundation for folks to make educated choices regarding health, wellness, and healthy habit formation- this does not mean individuals are perfect, rather they are making more healthy than non-healthy choices.

### **Residence Life**

Residence Life is an integral piece to the programmatic aspect of educating students as to the effects and dangers of alcohol and other drugs. Because most of these programs take place in the residence halls, and occur in the night, they are an immediate and accessible alternative for students. Additionally, with the programming model adopted by residence life, develop: intellectually, physically, spiritually, ethically, artistically, and socially (DIPSEAS), there is intent to focus on the holistic development of students. Additionally, with our current housing structure we are able to provide quality programs to a targeted audience based on college status and that are developmentally appropriate. New students are housed in designated areas, thus allowing developmentally-based program initiatives. In addition, the promotion of our campus wide programs is offered to all St. Ambrose University students.

### **Welcome Week Initiatives**

Beginning on move in day, students are provided the opportunity to engage in activities free of alcohol and other drugs. Collaborative efforts among campus constituencies across campus including but not limited to Athletics, Dean of Students office, First Year Experience, Intercultural Life, Residence Life, Student Activities, and Student Government Association offer students the opportunity to connect with each other, enjoy some fun, and feel prepared for the first day of classes. Evening events, service projects, campus tours, late night movies, and relationship development in the residence halls are among the many exciting events in which student may participate.

## **Alcohol and Other Drug Education Program Goals 2018-2020**

### **Overall Strategic Goals:**

1. Continue dedicated programming, targeting students at the early stages of developing alcohol problems.
2. Develop a strong sense of community in the residence halls and townhouses.
3. Employ event-specific programming, policy, and enforcement efforts to reduce high-risk drinking during and after annual events, such as the House Crawl

## Discussion of Goal Achievement (2018-2020)

1. New students were asked to complete *EverFi / AlcoholEdu* and *Haven* learning modules prior to arriving on campus. Additionally, Professor Daniel Hale (Theater) continued the annual 40-minute play titled, “Take Two,” which addresses issues of alcohol use, sexual violence, and bystander intervention. All first-year students were required to attend and then discuss the play with their New Student Seminar [or Non-NSS] peers, Peer Assistant, and course instructor following the production. Fall athletes were also required to attend. Accurate policies, statistics, and expectations were delivered throughout this production and debriefing. Residence Hall staff additionally shared information about policies, expectations, and enforcement in opening floor meetings and bulletin board postings.
2. Events promoted by Student Affairs [residence hall programming, Campus Activities Board, *LateNight@SAU*, Student Engagement, and Wellness and Recreation] received significant marketing and promotion on campus and via social media. All campus programs, and those funded for *LateNight* events, are alcohol and drug free.
3. As conduct referral data indicates, the University experienced a downward trend in alcohol policy violations. Drug use numbers remained steady, but relatively low in frequency. We anticipate an increase in cannabis use starting January 2020, due to Illinois state’s recent vote to legalize recreational use. The fall of 2019 saw the creation of a new unregistered event, modeled after the “House Crawl” spring event; it was called, “Fall Crawl,” but due to torrential rains, the event was largely unattended. The Dean of Students Office worked with Sister Joan and Mike Poster and our Davenport City Alderman, Ray Ambrose, to request the City deny future requests for street closures for future “Fall Crawl” and “House Crawl” events, and they have agreed to do so.
4. As has been tradition, staff placed continued emphasis on providing information and clear expectations during summer orientation, welcome week, and through occasional notifications to families. Social norms marketing continued along with targeted information distribution [Social Norms posters, BASICS, Residence Hall bulletin boards, Wellness Challenge] of accurate reported data for students to consider in relation to their perceptions. The AOD committee felt initiative to be multi-faceted and reasonable given breadth of personnel responsibilities.
5. There were a number of significant leadership transitions in the AOD group during the timeframe of this biennial report, including a new Compliance Director, an interim Dean of Students in 2018-19, and a new Dean of Students, starting in the fall of 2019. Fall 2019 brought two new AOD-related resources, including the campus-wide (and parent-available) *LiveSafe* app, which provides all students with AOD resource information and anonymous reporting capability. In addition, the University partnered with *GetInclusive* to provide online alcohol abuse prevention training for all incoming and returning students.
6. In response to the COVID-19 pandemic, the President created clear messaging around Homecoming, Halloween, and other potentially high-contact events, emphasizing social interactions centered on off-campus drinking activity.



## **Publications**

### **Policy Distribution**

- Policies for students are distributed bi-annually and as part of the student handbook at the beginning of each semester.
- A separate e-mail is sent with the policies themselves to highlight these policies specifically the first week of classes.
- Policies for faculty and staff are distributed annually via email by the Human Resources office.
- Additionally, policies are posted on the website listed in the A-Z section.

## **Student Code of Conduct**

### **Foundation**

The St. Ambrose code of conduct provides a framework for the members of the University community and its guests to fully experience the mission of the institution. All present should be able to experience opportunities for growth and development and are called by our mission to enrich the lives of others. Through this code, the University works to create an environment that will maximize the opportunities for students, faculty and staff to learn, teach and do research. The code seeks to preserve the right of free expression, peaceful assembly and orderly protest while recognizing the need for formal University activities to continue undisrupted.

### **General Standards of Conduct**

Students are expected to show respect and thoughtful consideration for others and their property. Students are also expected to show respect for properly constituted authority, and to perform any and all contractual obligations while maintaining a high standard of integrity consistent with Catholic doctrine and teaching. Finally, students are expected to conduct themselves at all times in a responsible manner consistent with these general guidelines and the mission of the institution.

The University may use the processes outlined in this code anytime students demonstrate behaviors or attitudes on campus property or University sponsored trips that have the potential to interfere with the University mission, or demonstrate behaviors or attitudes that are inconsistent with University regulations or written policies. The University, at its discretion, may also use the processes outlined in this section for above such violations that occur off campus property. For the purpose of these processes, any behaviors demonstrated by a student that are found to be contrary to the tenants of behavior are cumulative for student's duration as a student and all reports and outcomes are a part of his/her student record.

The University expects all students to cooperate with these processes. Further, the University expects all students to report to University officials any incidents where it is likely that a student may be injured or where a dangerous situation exists. All students are expected to remove themselves from situations in which policy violations are occurring

and to report violations to a University official. If present when a policy violation is occurring, each student may be held responsible for that violation.

If policy violations are suspected, the University reserves the right to enter University owned property including student rooms and to search the rooms and property including lockboxes, lockers, safes, or other closed/secured containers.

The University reserves the right to notify parents or guardians at any time it deems a students' health, safety or general well-being of concern. Examples that might trigger such an action are, but are not limited to, policy violations and behavior that indicates one's safety may be threatened. Each incident will be evaluated separately prior to making this contact and will be done in accordance with FERPA and St. Ambrose University guidelines.

### **Goals**

The primary goals of the processes outlined in this code are:

- the safety and well-being of the community,
- the education and development of students, and
- the unhindered operation of the University.

In accordance with our mission, we are charged with fostering the development of good citizens. We hold that being accountable for one's actions and being a positive member of our community are key to this development. Students should demonstrate learning from their behavior and make an honest commitment to make choices consistent with University policy. Restorative justice in our code of conduct is concerned with students realizing their behavior negatively impacted the community and they have an obligation to give back. To balance both educational and restorative justice components, the University may use educational sanctions such as writing reflection papers, participating in classes like "Informed Decisions," creating bulletin boards, writing letters of recommitment, and participating in restorative service to the community. The adjudicating staff will always work with the student to create an outcome that meets the goals of our discipline process, the mission of the University, and individual development needs.

In order to help students determine the boundaries of acceptable behavior the following guidelines are provided. These guidelines are not all inclusive and are not intended to supersede the rights and responsibilities of each student. These guidelines may be modified at any time as needed.

**Online Handbook:**

<https://www.sau.edu/deanofstudents>

## Alcohol Policy

### *Introduction and Philosophy*

St. Ambrose University recognizes that students may choose to consume alcohol. However, the University takes seriously the issue of alcohol use and abuse as these behaviors can interfere with an individual's ability to succeed in college both in and out of the classroom. Alcohol consumption causes a number of changes in behavior and physiology, posing a significant threat to the health and welfare of our nation's college-age students. Even minor usage can impair judgment, coordination, and abstract mental functioning. Statistics show that the vast majority of violent behaviors (including acquaintance rape, vandalism and assaults) on college campuses involve alcohol use. Additionally, continued use stresses social relationships and may lead to dependency, which often causes permanent damage to vital organs and is counterproductive to a healthy lifestyle. Wishing to establish an environment that fosters academic excellence while educating our students on the complexities of alcohol use, St. Ambrose University established the St. Ambrose Alcohol Policy as follows:

### *Rationale*

The 1989 amendments to the Drug-Free Schools and Campuses Act, Part 86, requires that as a condition of receiving funds or any other form of financial assistance under a federal program, an institution of higher education must certify it has adopted and implemented a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees. The basis for the St. Ambrose University policy stems from our belief that alcohol abuse by college age students is counterproductive to the pursuit of academic excellence. While we believe that alcohol use is not inherently detrimental to college age individuals, a high percentage of college age students are involved in the abusive behaviors associated with alcohol use that impact their academic performance and well-being.

As an institution of higher education, St. Ambrose University is committed to the education of the whole person, both in and out of the classroom. Recognizing the prominence of alcohol use and abuse in our society and that policy does not necessarily dictate behavior, we deem the education of our students on these issues to be of paramount importance. To be most effective, we believe it is critical to establish an environment that allows for this topic to be freely discussed.

### *Medical Amnesty*

St. Ambrose University seeks to encourage and sustain an academic environment that both respects individual freedom and promotes the health, safety and welfare of all community members. St. Ambrose strongly encourages students to call Campus Security (x6104 or 911 from campus phones) for medical assistance for those who are dangerously under the influence of drugs or alcohol. No student seeking medical treatment for the effects of drug or alcohol use will be subject to University discipline for violating the St. Ambrose Alcohol Policy, but may be held accountable and responsible for acts committed while intoxicated. This medical amnesty will be granted to both the intoxicated student and to

the student(s) seeking medical assistance for the intoxicated student; educational interventions or discussions may, however, be provided in the response.

### *Alcohol General Guidelines*

1. Students are expected to encourage responsible drinking behavior by those individuals who choose to consume alcohol and to respect the choices of individuals who choose not to consume alcohol.
2. Consumption by supplying and/or selling alcohol to a person under the age of 21 is illegal in the State of Iowa and a violation of University policy.
3. Violations of the Alcohol Policy are cumulative through a student's career.
4. No alcohol or alcohol containers (including empty containers) are allowed in traditional student residential areas (Bechtel, Cosgrove, Davis, Hayes, Franklin and Rohlman Halls). All students present, regardless of age, will be held in violation of the Alcohol Policy when alcohol or alcohol containers are found in a room or house and/or consumed in residential areas.
5. In a "preferred" housing setting, when a person underage is found consuming alcohol, the host(s) and underage person(s) found to be consuming alcohol may be held in violation of the Alcohol Policy.
6. No one may possess or consume alcoholic beverages in public areas of campus. Public areas include all locations other than students' rooms, "preferred" apartments in Tiedemann, Hagen, townhouses or "preferred" houses.
7. When a policy violation is confronted on campus property or in university housing, university staff will instruct hosts and/or guests to properly dispose of all alcohol and alcohol containers that may be accessible at the location of the policy violation.
8. Kegs, pony kegs, or other common sources of alcohol, will not be permitted in University student housing. These items will be confiscated and not returned.
9. Due to the nature of their use and the reality that their presence encourages overuse and/or parties, bars are not allowed in residential facilities.
10. Alcohol may not be given as a prize or award.
11. Competitive drinking games (any type of game that can reasonably be assumed is for the purpose of alcohol consumption) and equipment (i.e. beer pong tables, beer funnels, etc.) are prohibited. Equipment will be confiscated and may not be returned.
12. No advertisements that promote alcohol consumption may be printed in student publications or posted on campus unless the event is sponsored and approved by the University.
13. Names and logos of alcohol distributors, brewers and distillers may not appear on the printed programs, schedules or posters of athletic teams or student organizations.
14. Posters, containers and other items that refer to alcohol may not be displayed in areas of student residences visible to the public. These areas include windows, outer doors and porches. Failure to remove these items from public view may result in disciplinary action.

## Drug Policy

St. Ambrose enforces drug policies consistent with state and federal statutes and has declared a drug-free workplace at all locations at which the University conducts business. Students, faculty, and staff are prohibited from the use, possession, manufacturing, sale or distribution of any illegal controlled substance. The use and possession of drug paraphernalia, including but not limited to blow tubes, rolling paper, pipes, etc., is also prohibited.

If a student believes she/he has a substance abuse problem and seeks assistance prior to a violation of this policy, the University will provide support according to the Alcohol and Drug Assistance Program (ADAP) which is outlined below.

### *Tobacco-Free Environment Policy*

In consideration of the health, safety and comfort of all St. Ambrose students, employees and visitors, and in compliance with Iowa State law (Iowa Code Chapter 142D), the use of any form of tobacco is prohibited in or on any property owned by St. Ambrose University.

This policy prohibits the use of any form of tobacco in, but is not limited to, all of the following: residential housing, offices, classrooms, student residences, lounges, hallways, dining facilities, rest rooms, entryways and enclosed areas owned by the University.

This policy prohibits the use of any form of tobacco on, but is not limited to, all of the following: University grounds including parking lots, athletic fields, and any other outdoor area under the control of St. Ambrose University.

The use of any form of tobacco is prohibited at all times in University-owned vehicles. Smoking is prohibited inside any vehicle, whether University-owned or privately-owned, located on school grounds.

Smokers are required to properly dispose of any tobacco materials before entering any campus property or the grounds. No ashtrays or smoking receptacles will be available on campus.

The sale of tobacco products is prohibited on campus.

All applicants for employment and students will be advised of the tobacco-free policy.

Employees and students who want help curbing their use of tobacco may obtain literature and smoking cessation assistance from the St. Ambrose University Human Resources Office or Health Services Office.

All students, employees and visitors share responsibility for adhering to and enforcing the policy.

Anyone in violation of Iowa law may be subject to the state's regulation, enforcement and civil penalties.

St. Ambrose employees and students in violation of the University's policy may also be subject to University disciplinary action.

The University shall not discharge, refuse to employ, or retaliate in any way against an employee, prospective employee, or student for exercising his or her rights under Iowa Code Chapter 142D, including the right to register a complaint or prosecution of a claim.

*Alcohol and Other Drug Policy Enforcement*

As noted above, past history has shown that students may choose to consume alcohol on campus. Mindful of these choices, we extend a level of trust that each student is honoring his/her contractual commitments to follow University policy, local, state, and federal law until given reason to believe otherwise. We will confront all policy violations of which we become aware. The University reserves the right to search any personal property brought on campus if reasonable suspicion exists that a university policy is being violated. This includes backpacks, purses, vehicles and other closed containers.

Empty alcohol containers and other elements found in student rooms or houses that suggest evidence of possession and/or consumption of alcoholic beverages on campus may be grounds for disciplinary action. Should a staff member approach a situation, it is expected that individuals present comply with all reasonable requests made by a college official. All present are expected to be respectful in their interactions with staff and present themselves truthfully.

*Employee Policies* These policies exist within the staff and faculty handbooks that are available during employee orientation and on-line. Policies are sent to all employees annually through e-mail distribution.

## Certification of Review Process

This formal report reviews the Alcohol and Other Drug educational programs in place at St. Ambrose University that ensure university compliance with the Drug-Free Schools and Campuses Act and Amendment, 1989 Drug-Free Workplace Act, 1988. The review of the policy documents noted the following:

1. The University demonstrates overall compliance with the regulations. There is a drug and alcohol use policy in place directed towards the prevention of use and misuse of illicit drugs and alcohol.
2. The University distributes its alcohol and drug policy to all employees and students via campus e-mail or in person within two weeks of the start of each new semester. Additionally, these items can be found online, and in the respective handbooks.
3. The University provides resources available for those seeking help with drug or alcohol problems. These are primarily assessed through the Human Resources Counseling Center, Residence Life, Dean of Students, and Campus Ministry offices. This united effort lends to a commitment to promoting a drug-free environment for the university community.
4. The biennial review of university drug prevention programs and policy is conducted at the conclusion of each biennial period. (This report covers July 2018 through June 2020).
5. The review process includes review of disciplinary action that has been taken during the biennial review period for consistency with university policy to ensure that disciplinary sanctions are utilized and consistent. During this period, it was noted that the Division of Student Affairs used a broad range of disciplinary sanctions.
6. Various departments contribute to compiling the number of drug and alcohol related offenses that occur on campus or are reported to departments. Statistics are gathered without disclosing the names of those involved in compliance with the students' FERPA rights and officially are compiled by the Offices of Residence Life and Security.

This biennial report reflects an accurate review of the policies, programs, and review process in effect at St. Ambrose University for the review period June 2018 through July 2020.

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*SIGNATURE*

Christopher A. Waugh, PhD  
Dean of Students

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*DATE*

# APPENDIX A

## Higher Education Center Compliance Checklist

### Part 86, Drug Free Schools and Campuses Regulations Compliance Checklist

1. Does the institution maintain a copy of its drug prevention program?

Students: yes (X) no ( )

Staff & Faculty: yes (X) no ( )

If yes, where is it located? **Dean of Students Office; Human Resources Office**

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

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

Students: yes (X) no ( )

Staff & Faculty: yes (X) no ( )

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

Students: yes (X) no ( )

Staff & Faculty: yes (X) no ( )

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

Students: yes (X) no ( )

Staff & Faculty: yes (X) no ( )

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

Students: yes (X) no ( )

Staff & Faculty: yes (X) no ( )

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

Students: yes (X) no ( )

Staff & Faculty: yes (X) no ( )

3. How are the above materials distributed to students?

a) Mailed to each student (separately or included in another mailing) yes (X) no ( )

b) Through campus post office boxes yes ( ) no (X)



c) Class schedules which are mailed to each student yes (X) no ( )

d) During freshman orientation yes (X) no ( )

e) During new student orientation yes (X) no ( )

f) In another manner (describe)

**Sent to students via campus e-mail system. Students received at the beginning of each semester.**

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

yes (X) no ( )

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

yes (X) no ( )

6. How are the above materials distributed to staff and faculty?

a) Mailed

Staff & Faculty: yes ( ) no (X)

b) Through campus post office boxes

Staff & Faculty: yes ( ) no (X)

c) During new employees orientation

Staff & Faculty: yes (X) no ( )

d) In another manner (describe)

Staff & Faculty: yes (X) no ( )

**Sent to staff & faculty via campus email system. Information is sent annually.**

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

Staff & Faculty: yes () no ()

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

Staff & Faculty: yes () no ()

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

a) Conduct student AOD use survey

Students: yes () no ()

Staff & Faculty: yes () no ()

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

Students: yes () no ()

Staff & Faculty: yes () no ()

c) Evaluate comments obtained from a suggestion box

Students: yes () no ()

Staff & Faculty: yes () no ()

d) Conduct focus groups

Students: yes () no ()

Staff & Faculty: yes () no ()

e) Conduct intercept interviews

Students: yes () no ()

Staff & Faculty: yes () no ()

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

Students: yes () no ()

Staff & Faculty: yes () no ()

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

Students: yes () no ()

Staff & Faculty: yes () no ()

h) Other (please list)

**AOD Environmental Review Council meets monthly during academic year, reviews research initiatives/methods and makes recommendations for addressing student issues in the upcoming year.**

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

Students: yes (**X**) no ( )

Staff & Faculty: yes (**X**) no ( )

11. Where is the biennial review documentation located?

Department: **Dean of Students Office, Rogalski Center**

Phone **563-333-6259** email **StudentAffairs@sau.edu**

## APPENDIX B

### Family Member Questions—Alcohol Use Assessment—Summer Orientation

Based on your awareness, do you believe your daughter/son will have consumed alcohol prior to coming to St. Ambrose University? Yes No

If so, how many times do you think she/he has consumed in the past 30 days? \_\_\_\_\_ times

Of students who report consuming alcohol, how many drinks on average do you think they will report consuming in a setting? (Note: One drink = 12 oz. can of beer, 5 oz. glass of wine, 1 oz. shot \_\_\_\_\_ of liquor; setting = evening/event) \_\_\_\_\_ drinks

What percentage of the St. Ambrose first year class do you believe will report using alcohol prior to coming to college? \_\_\_\_\_ %

Have you discussed the issue of alcohol use and your expectations regarding use with your \_\_\_\_\_ daughter/son? Yes No

### Student Questions – Alcohol Use Assessment – Summer Orientation

Demographics: Sex Male Female Athlete Yes No

Have you ever consumed alcohol? Yes No

At what age did you first consume alcohol? Age \_\_\_\_\_

How many days have you consumed alcohol in the past 30 days? \_\_\_\_\_ times

How many drinks do you typically consume when you choose to drink? \_\_\_\_\_ drinks

(Note: One drink = 12oz. Can of beer, 5oz. Glass of wine, 1oz. Shot of liquor)

What percentage of first year St. Ambrose students do you believe will consume alcohol? \_\_\_\_\_ %