



2018 Biennial Review of Drug and Alcohol Abuse Prevention Program

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I. STATEMENT OF DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM (DAAPP) GOALS AND A DISCUSSION OF GOAL ACHIEVEMENT

The Center for Health and Wellness Promotion (CHWP) is committed to leading the advancement of knowledge related to drug and alcohol abuse at the University of San Diego (USD) through the implementation of empirically based prevention practices, assessment, and services. The University of San Diego is committed to creating a welcoming and inclusive community characterized by opportunities for physical, social, spiritual, emotional, and cultural growth for students and employees. Additionally, Student Affairs, University Operations and Human Resources (HR) and USD's Employee Assistance Program, Aetna Resources for Living (RFL), offer a cadre of resources regarding emotional well-being, including the use and abuse of alcohol and drugs.

II. GUIDING PRINCIPLES

- Engage, empower, and advocate for the growth potential of USD students and employees to be active and responsible members of the USD community.
- Create an environment of inclusion to maximize the spiritual, emotional, cultural, social, physical, and academic growth of our community.
- Respect differences, value diversity, and promote the positive growth of individuals.
- Embrace the University of San Diego mission statement, health promoting strategies and embody the ethics and guidelines of higher education professionals.
- Collaborate with community partners, scholars, and practitioners on all levels to enhance the field of alcohol and other drug treatment and prevention.
- Contribute to the body of knowledge in the field of alcohol and other drugs, pursue outside resources, utilize empirically supported best practices, and affect positive systemic change through our work.

III. DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM GOALS

Student Program Goals

Alcohol and other drug use and abuse pose a potential risk to the health, safety and educational experiences of our students and staff. The negative effects of use and abuse may be further felt in the community through noise (loud parties), vehicle crashes, impaired drivers, vandalism, acts of intolerance and hate crimes, and the use of campus and community resources such as public safety, police, paramedics, detoxification centers, and health service personnel. Consistent with the core values of USD, we seek to reduce and prevent problems associated with alcohol and other drug use and abuse by students through the provision of programs and services. The University of San Diego has a Student Code of Conduct, which includes parental notification

policies, alcohol education programs, and cooperative arrangements with community law enforcement officials. Programs and services seek to address developmental life issues with students and provide them with strategies for successful growth. On a macro level, the university seeks to work collaboratively in creating environmental management systems, which help reduce risk.

Employee Program Goals

Alcohol and other drug use and abuse pose a potential risk to the health, safety and employment experience of our faculty, administrators and staff. The negative effects of use and abuse may be felt by a cross section of community members who work or interact with the employees. Consistent with the core values of USD, we seek to reduce and prevent problems associated with alcohol and other drug use and abuse by employees through the provision of resources and programs.

The University of San Diego has an Alcohol and Drug Policy which includes a Standards of Conduct prohibiting the unlawful possession, use, distribution, sale, manufacture or promotion of illegal drugs, drug paraphernalia and alcohol. The Standards also prohibit willfully being under the influence of illegal drugs while on university property or as a part of any university sponsored or university funded activity. Employees are prohibited from reporting to work or working under the influence of alcohol, illegal drugs or controlled substances that are used illegally. An individual is “under the influence” when his or her work performance, alertness, coordination, or response is impaired or diminishes, or where the individual’s actions affect the safety of the individual or others. HR seeks to work collaboratively with employees, managers and RFL to create environments to help reduce risk.

IV. DESCRIPTION OF DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM ELEMENTS

- A. ***Tertiary Prevention:*** The focus of tertiary prevention is treating a wellness problem once it has developed so as to eliminate the problem or prevent it from worsening. (Caplan, 1964)

TERTIARY SERVICES FOR STUDENTS

Tertiary services provide students, who exhibit high-risk behaviors, opportunities for interventions based on best practices (Short-term Motivational Interviewing, Cognitive Behavioral Interventions, Social Norming, and 12-Step Facilitation). Over 90 percent of clients were referred as a mandated sanction to address drug and alcohol abuse related concerns adjudicated through USD Student Conduct. Other referrals, including self-referred students, comprised approximately 9 percent of the remaining drug and alcohol abuse related referrals.

Individual Assessments and Consultations

The goal of individual assessments and consultations is to change the behaviors of those who experience serious consequences because of their alcohol and other drug use. The meetings focus on motivating students to reflect on high-risk behaviors and attitudes that potentially jeopardize their ability to achieve their academic and personal goals. Results of assessment sessions are evaluated and used to generate individual treatment protocols.

Twelve-Step Facilitation and After Care Services

USD offers supportive services for students engaged in alcohol and other drug recovery and for those students motivated to address alcohol and other drug dependency. Services include transition planning, professional counseling and referrals, 12-step facilitation, peer and alumni mentoring, and on-campus support groups. Consultations are provided to the whole USD community including students, parents, siblings, faculty, and staff.

TERTIARY SERVICES FOR EMPLOYEES

Aetna Resources for Living (RFL)

Tertiary services provide employees who need support with physical, emotional or mental health concerns. Through RFL each employee (and their family members) have access to up to three (3) sessions with a counselor per issue per year. The number of concerns for which an employee can call is unlimited. There is also unlimited access to the RFL website which includes webinars and other online tools for emotional health and well-being. Additionally, benefit based employees may have additional resources available to them through their insurance providers.

- B. *Secondary Prevention:* The focus of secondary prevention is early identification and treatment of health (wellness) problems. (Caplan, 1964)**

SECONDARY PREVENTION FOR STUDENTS

Alcohol and Other Drug Discussion Groups

Alcohol 101 and Alcohol 201 Classes

Discussion groups are based on empirically established best practices and facilitated by Student Wellness professionals for students who have received low-risk alcohol violations. During the 2016-2017 academic year 159 students participated and during the 2017-2018 academic year 172 students participated.

Marijuana E-Checkup TO GO!

The Marijuana E-Checkup TO GO is a brief web-based assessment that provides personalized feedback on how marijuana is affecting a person's life. Any student interested in taking the Marijuana E-Checkup TO GO is welcome to do so. Currently, the Office of the Assistant Dean of Students can mandate a student to complete this assessment and other campus stakeholders can encourage students to complete this assessment. The assessment is available to any student via the Center for Health and Wellness Promotion web site and campus resources are provided to students who access this assessment tool.

Peer Education – Campus Connections

Campus Connections is a student organization, which provides education to the USD community and sponsors alternative behavioral activities. Campus Connections members are BACCHUS Certified Peer Educators (CPE), meaning they have been trained on topics such as: understanding prevention, helping skills, general education related to health and safety, referring peers to professionals, conducting educational programs and events, and using leadership skills to enhance one's sphere of influence. BACCHUS is the most recognized national organization dedicated to addressing substance related problems through peer education. For both the 2016-

2017 and 2017-2018 academic years, Campus Connections was composed of twelve student members.

Peer Education – Sexual Assault Peers

The sexual assault peer education program at USD is a collaborative effort between the Center for Health and Wellness Promotion, the Women’s Center, and the Marriage and Family Therapy program. Peer Educators receive extensive initial and ongoing training around healthy relationships, gender roles and socialization, and shifting cultural norms that perpetuate sexual and dating violence on campus which includes confronting the inherently connected college drinking culture. Peer Educators provide education, workshops and resources to the USD community. For both the 2016-2017 and 2017-2018 academic years, five students served in this formal role.

Safe Ride Program

USD’s long-standing College Cab taxi-based safe ride program for students in high-risk situations was sunset in 2016 due to decreasing use and student feedback asking for a ride-share application-based program. Associated Students began providing students with two \$10 ride-share application codes per semester in the fall of 2016 and plans to continue offering this benefit to students. Student Wellness has continued to provide taxi credits to students in high-risk situations as needed. In addition, Associated Students and Student Wellness have partnered to ensure that the Department of Public Safety has had additional ride-share application credits available for students in risk-situations. A strategic marketing campaign of the codes available through DPS is in development to be shared with the community in the fall of 2018 and will include psychoeducation on healthy decision-making and bystander intervention related to high-risk situations.

Programs and Training for Specific Populations

Training is regularly provided for Residential Life staff as well as specialized groups on campus such as Greek Life and Athletics. In addition to the ongoing outreach efforts that occur with student populations engaged in the Greek experience, a partnership has been established which provides enhanced opportunities to partner and train Greek Advisors. Both Athletics and Greek Life are currently working with CHWP to provide ongoing bystander intervention training to members of these communities.

Code of Conduct and Disciplinary Procedures

The University Code of Conduct, disciplinary sanctions, and discipline procedures are clearly defined and available for review online. (Refer to www.sandiego.edu/conduct, to access the Code.) Sanctions for conduct violations are intended to be developmental in nature. Examples of potential sanctions include: warning, educational sanctions (i.e. classes, reflection papers, individual alcohol and other drug assessments, restorative conference), fines, loss of privileges, parent notification and university probation. Certain or repeated conduct violations may result in suspension or expulsion from the University.

Further, the Department of Public Safety and the Department of Residential Life have well-defined policies and procedures in place. Students may be transported to a local sobering center or hospital if they are over the legal limit and if they demonstrate an inability to function on their own. Public Safety and the San Diego Police Department also have a cooperative agreement

permitting shared information regarding violations. Additionally, the University will cooperate with governmental authorities in criminal and civil actions

Grants

In 2017, Student Wellness completed the three-year, \$300,000 Garrett Lee Smith Campus Suicide Prevention grant from the Substance Abuse and Mental Health Services Administration (SAMHSA). Recognizing that alcohol and other drug use and abuse is a significant risk factor for suicide among college age populations, and alcohol use has been associated with increased rates of suicidal ideation, this grant provided the University of San Diego with resources to enhance our primary and secondary prevention efforts and create promotional materials to reduce problematic substance use and abuse. Through the closing of the grant, a key sustainability effort included on-going efforts to update and share the You are USD website with the campus community. This resource features education on key wellness concerns related to mental health and help-seeking, including warning signs and how to help a friend related to alcohol and other drug use.

SECONDARY PREVENTION FOR EMPLOYEES

In addition to the counseling services offered to all employees and family members, RFL offers “myStrength,” online tools for emotional health and well-being. MyStrength includes self-assessments, tools, custom resources, interactive activities, quotes, and videos. Employees have the ability to track their health and well-being. MyStrength includes many topics regarding emotional well-being, and specifically has information on substances use disorder. This portal helps support employees in understanding their issues and meeting their goals. RFL also includes specific guidance and support for managers on recognizing issues their employees may be having so appropriate resources can be recommended.

Within the Alcohol and Drug Policy are the disciplinary actions for employees if there is a violation of the policy. The policy clearly states that a violation of the standards set forth in the policy will result in appropriate disciplinary action, up to and including dismissal from the university and referral for prosecution. Additionally, for employees, a drug-related or alcohol related conviction, even for off-campus conduct not part of university-sponsored or university-related activities, may result in disciplinary action, up to and including termination of employment, depending on the relevance of the conviction to the employee’s position, the severity of the offence, and other relevant circumstances.

- C. *Primary Prevention:* The focus of primary efforts is to target groups of “currently unaffected people for purposes of helping them to continue functioning in healthy ways, free from disturbances” (Coyne, 1987, p. 6).**

PRIMARY PREVENTION FOR STUDENTS

MyStudentBody

MyStudentBody is an online prevention based education course that examines significant risks college students face related to alcohol and other drugs and provides tools and strategies for how to minimize these risks. The purpose of the course is to reduce alcohol-related problems

among first-year students. MyStudentBody is a mandate for all first-year and transfer students and each year over 94 percent of these populations complete the program.

In addition to the web based alcohol course, MyStudentBody serves as a wellness resource, available 24/7, for USD students to access a variety of college student wellness topics, including alcohol and drug use, tobacco use, nutrition, and stress, with motivational self-assessments modeled on the effective BASICS program. Resources can be accessed through the Center for Health and Wellness Promotion web page.

Orientation Programming for New Students

The Student Wellness area is responsible for providing an in-person wellness orientation for all first-year and transfer students; a component of the larger comprehensive university orientation program. Key learning outcomes for this program specific to alcohol and other drug use and abuse focus on: decision making and the possible consequences; distinguishing between reality and typical misconceptions; making healthy choices and harm reduction strategies; the student Code of Conduct, policies and applicable laws; sexual assault prevention and protocols; campus resources to support the needs of students.

Alcohol and Other Drug Screenings

Student Wellness at the University of San Diego (clinical units including the Center for Health and Wellness Promotion, Counseling Center, Disability and Learning Difference Resource Center, and Student Health Center) continues to provide comprehensive wellness support to students through multiple points of entry. One way this manifests is through the use of empirically based alcohol and other drug screenings and intervention tools to identify and provide appropriate interventions for those who may be at risk for alcohol and other drug abuse. Alcohol and other drug screenings are conducted three distinct ways at USD.

The first is at the USD Student Health Center. The Health Center is an ideal location for screening students because it provides primary care services for almost half of the student population every year. All initial patient visits at the Student Health Center are screened for alcohol and other drug use and abuse, and collaborative care interventions are provided for students identified as high risk.

The second is at the USD Mental Health Screening event that happens once a semester. These screenings take place in a non-clinical location and are designed to increase awareness and reduce stigma related to mental health, and help students think critically about the role alcohol and other drugs play in a university setting. All students who attend the event are screened for anxiety, depression, suicidal ideation, and alcohol and other drugs, and are then required to check-in with a mental health professional (regardless of the screening results) for a free, short, confidential assessment. At this assessment all students receive educational information about anxiety, depression, and alcohol and other drugs. Students identified as high risk are scheduled for a follow-up appointment with a mental health professional. An average of 66 students attended these screenings for the 2016-2017 and 2017-2018 academic years with 40-50% screenings indicating students should consider engaging in harm reduction behaviors.

The third is through on-line screening tools. Students can access on-line screening tools independently. Following the screening students will receive written feedback and resource

information. Also, it is important to note that all students who attend a triage appointment in our Counseling Center are asked about their alcohol and other drug behaviors.

Direct Contact with Local Businesses to Stop Alcohol Related Marketing Efforts and Services Targeted Directly Toward College Students

The Office of Student Affairs has a protocol to address environmental concerns, related to alcohol marketing directed toward college students, by sending cease and desist letters to all known vendors and promoters. Businesses that specifically market events at nightclubs to USD students are sent letters.

Smoke-Free Campus Policy

The University of San Diego became a smoke and tobacco-free campus in August 2015 and continues to market and enforce this policy.

PRIMARY PREVENTION FOR EMPLOYEES:

Aetna Resources for Living (RFL)

RFL is available to all employees and employees may contact directly and seek assistance. Additionally, managers or HR professional can refer or require employees contact RFL when an issue is suspected to be affecting the employee. Managers are encouraged to make official referrals if employees indicate they are in crisis or having trouble handling aspects of their work or home life.

RFL is a confidential, no cost counseling benefit available to employees and employees' household members/dependents. The program offers supportive counseling services through televideo and in person services. Services can be accessed via phone or their website (www.resourcesforliving.com)

RFL suggests the following language to be used when a manager seeks to make a referral...

Based on what you have shared with me, I would like to remind you of some additional benefits that you have through Aetna Resources for Living, your Employee Assistance Program. The program provides support and resources for a variety of everyday issues. Services are completely confidential and free of charge to you. Is this something you feel would be helpful for you right now?"

Managers are also encouraged to provide a toll-free number and to make the phone call (1-800-342-8111) and leave the room if an employee would like to speak to RFL right then.

There also laws and regulations that may be applicable if an employee is dealing with substance or alcohol abuse. In accordance with applicable law, the university will reasonably accommodate an employee who wishes to voluntarily enter and participate in an alcohol or drug rehabilitation program, unless doing so presents an undue hardship to the university.

Smoke-Free Campus Policy

The University of San Diego became a smoke and tobacco-free campus in August 2015 and continues to market and enforce this policy.

V. SUMMARY OF DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM STRENGTHS AND WEAKNESSES

The University of San Diego continues to demonstrate a financial commitment to developing drug and alcohol abuse prevention programs and services. Our primary strengths include quality interventions at all levels of the public health prevention model, environmental management strategies, and a long-standing collaboration with leadership in community-based coalitions. Our greatest area of growth is continuing to enhance our primary prevention effects through enhanced peer education.

HR continues to support employees who may be in need of services. There are quality interventions at all levels. Our greatest area of growth is continuing to promote the available resources.

VI. PROCEDURE FOR DISTRIBUTING ANNUAL DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM (DAAPP) NOTIFICATION TO STUDENTS AND EMPLOYEES

A policy statement is currently included in the employee handbook, discussed at the New Employee Orientation and a DSFA-complaint letter from Human Resources is sent to every employee at the beginning of each academic year. The drug and alcohol policies for students are available on the USD website (www.sandiego.edu/conduct). CHWP ensures all USD community members are informed of all drug and alcohol policies through the Part 86 letter (see Addendum 1 below). The Part 86 letter is intentionally distributed mid October, just prior to Halloween, due to the high incidents of alcohol and other drug problems that occur during this time.

VII. COPY OF THE POLICIES DISTRIBUTED TO STUDENTS AND EMPLOYEES

All policies for employees and students can be found online at:
www.sandiego.edu/conduct
www.sandiego.edu/legal/policies

VIII. RECOMMENDATIONS FOR REVISING DRUG AND ALCOHOL ABUSE PREVENTION PROGRAMS

STUDENTS

The comprehensive plan adopted by Student Wellness allows for a continuous needs assessment and evaluation, allowing drug and alcohol prevention programs to be more responsive to the USD community.

Therefore, primary recommendations for revising drug and alcohol abuse prevention programs are as follows:

1. Maintain the review process of alcohol policies on campus.

2. Continue to enhance, implement, and evaluate evidence-based alcohol and other drug practices.
3. Work with appropriate campus groups to broaden the scope of programs and services.
4. Enhance the use of social norms and bystander intervention; specifically, exploring social norm campaigns for unique USD student groups while challenging gender role socialization.

EMPLOYEES

Human Resources remains committed to offering a comprehensive program for all employees. Primary recommendations for revising drug and alcohol abuse prevention programs are as follows:

1. Continue to maintain and review the Drug and Alcohol policy.
2. Work with RFL to promote the services and resources available.
3. Ensure managers are aware of warning signs and services available to employees.



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www.sandiego.edu/wellness

December 3, 2018

Dear USD Student,

As you are well aware, the use of alcohol and other drugs can have a negative impact on the well-being of college students and on our USD community. In an effort to educate, call our community to action, help those in need, and comply with Part 86 of the Drug-Free Schools and Campuses Regulations, this in-depth memorandum is being provided to the USD student community. I ask for your compliance with all alcohol and other drug policies and encourage your active participation in fostering a responsible, safe, and caring community. Please keep this memorandum as a resource for you to refer to throughout the academic year.

This memorandum will outline the following: (1) a list of alcohol and other drug campus resources available to students including counseling, treatment and prevention resources, (2) applicable legal sanctions imposed under Federal, state, and local laws for unlawful possession or distribution of illicit drugs and alcohol, (3) USD standards of conduct that prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol, (4) USD disciplinary sanctions for violations of the USD standards of conduct, and (5) a description of the health risks associated with the abuse of alcohol or use of illicit drugs.

ALCOHOL AND OTHER DRUG ON-CAMPUS RESOURCES:

Knowing how to cope with challenges and keeping yourself informed are important steps in successfully navigating the rigorous demands of college life.

Resources and referrals are available for students who have concerns regarding their own or someone else's use of alcohol and other drugs. For information and assistance, students are encouraged to contact one of the following offices:

Center for Health and Wellness Promotion
Hahn University Center, Room 161
619-260-4618
www.sandiego.edu/health-wellness

Counseling Center
Serra Hall, Room 300
619-260-4655
www.sandiego.edu/counseling-center

Student Health Center

Maher Hall, Room 140
619-260-4595
www.sandiego.edu/health-center

USD Public Safety
Hughes Administration Center, Room 151
619-260-7777 (non-emergency number)
619-260-2222 (24-hour emergency number)
www.sandiego.edu/safety

- If you discover someone who is excessively intoxicated, unconscious, or in need of emergency assistance, do not hesitate to immediately dial the Department of Public Safety at 619-260-2222 (extension x2222 if on campus), or 911 if off campus. Doing so may save someone's life.

Further, USD provides useful and informative preventative educational experiences throughout the year. A variety of departments sponsor programs, workshops, and lectures on alcohol and other drug issues to support healthy lifestyles. For an up to date listing of events, refer to the *You are USD* webpage (sandiego.edu/youareusd/).

LEGAL SANCTIONS IMPOSED UNDER FEDERAL, STATE, AND LOCAL LAWS:

Federal, state, and local laws establish severe penalties for unlawful possession or distribution of illicit drugs and alcohol. These sanctions, upon conviction, may range from a small fine and probation to imprisonment, or both.

Under Federal law, the sanctions for possession and distribution of illegal drugs include the seizure and summary forfeiture of property, including vehicles. In addition, federal law penalties for illegally distributing drugs include life imprisonment and fines in excess of \$1,000,000. For a detailed list of federal penalties related to controlled substances, please visit: www.deadiversion.usdoj.gov/21cfr/21usc/

California has a variety of state laws related to the unlawful possession or distribution of illicit drugs and alcohol. In California, it is illegal for anyone under the age of 21 to consume, purchase, or possess alcohol. If you violate these laws you may be subject to penalties, which can include fines and suspension of driving privileges.

- For more information about California laws and the California Department of Alcoholic Beverage Control, please visit: www.abc.ca.gov/
- For information on California DUI penalties, please visit: www.dmv.ca.gov/portal/dmv/detail/pubs/hdbk/actions_aps_court
- For information on California alcohol laws related to underage drinking, please visit: <https://alcoholpolicy.niaaa.nih.gov/underage-drinking/state-profiles/california/56>
- For a comprehensive statement of all of California's alcohol laws, please visit: www.abc.ca.gov/CA%20ABC%2017E%20final.pdf

In addition to Federal and state laws, the City of San Diego has various ordinances related to the unlawful possession or distribution of illicit drugs and alcohol. For information on the San Diego Municipal Code, please visit www.sandiego.gov/city-clerk/officialdocs/legisdocs/muni. For more information about the San Diego Superior Court Standard Sentencing Guidelines, please visit: <http://www.sdcourt.ca.gov/pls/portal/docs/PAGE/SDCOURT/CRIMINAL2/CRIMINALRESOURCES/2015%20COURTROOM%20COUNSEL%20COPY%20SENT%20GUIDELINES.PDF>

Financial Aid Eligibility

The Higher Education Opportunity Act (HEOA) requires all institutions of higher education to provide enrolled students information on the penalties associated with drug-related offenses. A student who has been convicted under Federal or state law of possession or sale of a controlled substance, during a period of enrollment for which the student was receiving Title IV aid (Federal Pell Grant, Supplemental Education Opportunities Grant, Direct Subsidized or Unsubsidized Loan, Direct PLUS loan, Perkins Loan or Federal Work Study), is ineligible for Title IV aid. The periods of ineligibility, which begin as of the date of the conviction, are as follows:

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

If a student was convicted of both possessing and selling a controlled substance, and the periods of ineligibility are different, the student will be ineligible for the longer period. If a student is convicted of possessing or selling a controlled substance, the student must notify the financial aid office immediately. If the student has received Title IV aid, the student must pay back all of the Title IV aid received following the conviction. A student can regain eligibility by successfully completing an approved drug rehabilitation program.

USD STANDARDS OF CONDUCT:

USD standards of conduct that prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol are outlined in the USD Alcohol and Drug Policy 2.3.1:

www.sandiego.edu/legal/policies/community/health/Alcohol.pdf and in the USD Student Code of Rights and Responsibilities: www.sandiego.edu/conduct/the-code/university-policies/.

The unlawful possession, use, distribution, sale, manufacture or promotion of illegal drugs, drug paraphernalia, and alcohol, or willfully being under the influence of illegal drugs, is prohibited while on university property or as part of any university-sponsored or university-funded activity. Notwithstanding any California law regarding the use of marijuana, federal law continues to make marijuana, with or without a prescription, an illegal drug as that term is used in this policy.

Students who possess, use, or distribute illegal or controlled substances (e.g. marijuana, cocaine, methamphetamines, unauthorized prescription medications) are subject to fines, arrest, and imprisonment in accordance with University policies regarding illicit drugs and state and federal laws. Possession, consumption, or sale of beer or wine is only permitted at designated campus locations with prior written approval from the designated representative of the Vice President, Student Affairs.

The University of San Diego has an obligation to uphold the laws of the larger community of which it is a part. While the activities covered by the laws of the larger community and those covered by the University of San Diego's rules may overlap, it is important to note that the community's laws and the University of San Diego's rules operate independently and that they do not substitute for each other. The University of San Diego may pursue enforcement of its own rules whether or not legal proceedings are underway or in process, and may use information from third party sources, such as law enforcement agencies, news agencies, social media, and the courts, to determine whether University rules have been broken. Membership in the University community does not exempt anyone from local, state, or federal laws. The University of San Diego has the right, and obligation, to hold students to a higher standard than the law and prohibit behavior that is illegal.

As a member of the USD student community, you are responsible for your behavior and are fully accountable for your actions, both on and off campus. Students who violate these standards of conduct will face conduct proceedings. Sanctions for conduct violations are intended to be developmental in nature. Examples of potential sanctions include: warning, educational sanctions (i.e. classes, reflection papers, individual alcohol and other drug assessments, restorative conference), fines, loss of privileges, parent notification, and university probation. Certain or repeated conduct violations may result in suspension or expulsion from the University. Additionally, the University will cooperate with governmental authorities in criminal and civil actions.

The University prohibits smoking and the use of any smoking or tobacco products at all times on or in any USD-owned or USD-leased property or facility, either indoor or outdoor. Effective August 18, 2015, all USD property is smoking and tobacco-free. For more information about the smoking and tobacco-free policy, please visit www.sandiego.edu/smokefree/policy.php.

Residential Life, Athletics, Fraternity and Sorority Life, and other programs may have additional policies regarding alcohol and other drugs. Please contact the relevant administrative offices for more information.

In accordance with FERPA 34 C.R.F. & 99.31 and the Higher Education Amendment of 1998, the parent(s) of a student who is under the age of 21 may be notified by a representative from the Office of Student Affairs in connection with the use or possession of alcohol and/or an illegal or controlled substance which is in violation of law or institutional policy.

The USD Department of Public Safety has the primary responsibility for the enforcement of both federal and state alcohol and drug laws on-campus, including enforcement of state underage drinking laws. The Department of Public Safety strictly enforces federal and state drug laws, which are also a violation of USD Policies and Procedures. Violators are subject to University disciplinary action, criminal prosecution, fine, and imprisonment. For additional information about the Department of Public Safety, please visit www.sandiego.edu/safety.

USD DISCIPLINARY SANCTIONS:

The University of San Diego will impose disciplinary sanctions on students for violations of any of the standards set forth in this document (including violations of Federal, state, and local laws; the USD Alcohol and Drug Policy; and the Student Code of Rights and Responsibilities).

For a complete list of the range of possible sanctions, up to and including expulsion, please visit: www.sandiego.edu/conduct/the-code/sanctions.php.

ALCOHOL AND OTHER DRUG HEALTH RISKS:

The use and abuse of alcohol and other drugs can cause a number of problematic changes in behavior and physiology. Alcohol or other substance use disorders occur when a person continues their use despite recurrent social, interpersonal, physical, and/or legal consequences. For basic information about the health risks associated with the use of illicit drugs and alcohol abuse, please visit: www.sandiego.edu/health-wellness/resources/drug-health-risks.php.

For additional resources that describe the health risks associated with the use of illicit drugs and alcohol abuse, please visit:

- www.drugabuse.gov/drugs-abuse

- www.dea.gov/druginfo/factsheets.shtml
- www.niaaa.nih.gov/alcohol-health/alphabets-effects-body
- rethinkingdrinking.niaaa.nih.gov

If you would like to review the USD Alcohol and Drug Policy (2.3.1) and Resources letter sent to our staff and faculty, this can be found on the HR website (www.sandiego.edu/hr) under, “Resources.”

USD is committed to upholding the alcohol and other drug policies outlined in the USD Student Code of Rights and Responsibilities. These policies, combined with alcohol and other drug prevention programs, intervention resources and environmental management strategies, contribute greatly to the overall wellness and safety of both the individual student and the greater USD community.

Sincerely,

Melissa Halter, PhD
Assistant Vice President for Student Affairs
Student Wellness



MEMORANDUM

To: All USD Employees—Faculty, Staff and Administrators
From: Karen Briggs, Associate Vice President and Chief Human Resources Officer
Date: December 2018
Re: USD Alcohol and Drug Policy (2.3.1) and Resources

Si prefiere leer esta nota en español, por favor [visite esta página](#).

In compliance with applicable law, this in depth memorandum regarding the unlawful possession or distribution of illicit drugs and alcohol is being provided to all faculty, staff, and administrators at the University of San Diego. Please keep this memorandum as a resource for you to refer to throughout the year. I ask for your compliance with all alcohol and other drug policies and encourage your active participation in fostering a responsible, safe, and caring community.

This memorandum will outline the following:

1. USD Standards of Conduct
2. USD Disciplinary Action
3. Information about Assistance Programs
4. Local, State, and Federal Legal Sanctions
5. Description of Health Risks

STANDARDS OF CONDUCT

It is the policy of the University of San Diego to provide a safe, healthy and productive educational and work environment for its students and employees. All university employees and students are required to adhere to this policy. In addition, individuals who are not university employees or students, but who perform work at or for the university, attend university activities or otherwise are on university property (including, but not limited to, independent contractors, volunteers, activity participants, visitors and guests) are required to comply with this policy. The unlawful possession, use, distribution, sale, manufacture or promotion of illegal drugs, drug paraphernalia and alcohol, or willfully being under the influence of illegal drugs, is prohibited while on university property or as part of any university-sponsored or university-funded activity. Notwithstanding any California law regarding the use of marijuana, federal law continues to make marijuana, with or without a prescription, an illegal drug as that term is used in this policy. Employees are prohibited from reporting to work or working under the influence of alcohol, illegal drugs, or controlled substances that are used illegally. The same prohibition applies to independent contractors, visitors, and others who perform work at USD or any university-sponsored or university-funded activities. An individual is “under the influence” when his or her work performance, alertness, coordination, or response is impaired or diminished, or where the individual’s actions affect the safety of the individual or others. If an employee or other individual subject to this policy is not able to perform his or her job responsibilities safely and effectively as a result of a legally-prescribed and/or over the-counter medication, it is the individual’s responsibility to inform his or her supervisor or Human Resources so that appropriate accommodations can be made. Employees, students, and others subject to this policy are expected to comply with any other applicable student or departmental policies addressing the use or possession of alcohol. For information concerning what conduct is or is not prohibited, please contact Student Affairs, Auxiliary Services, or Human Resources. At some university events, alcohol consumption will occur. Those who consume alcohol at university events are expected to comply with applicable laws and to conduct themselves in a professional, responsible and safe manner. An employee who is convicted of a criminal drug-related or alcohol-related violation occurring in the

workplace must notify Human Resources, which in turn will notify the vice president of the division in which the employee works at the university, no later than five (5) days after the conviction.

DISCIPLINARY ACTION

Violation of any of the standards set forth in this policy will result in appropriate disciplinary action, up to and including dismissal from the university and referral for prosecution. For those who are not students or employees of the university, disciplinary sanctions may include severance of the individual's relationship with the university and referral for prosecution. For employees, a drug-related or alcohol-related conviction, even for off-campus conduct not part of university-sponsored or university-related activities, may result in disciplinary action, up to and including termination of employment, depending on the relevance of the conviction to the employee's position, the severity of the offense, and other relevant circumstances.

GETTING HELP

Any student, employee, or other member of the university community who is concerned about substance use, abuse and rehabilitation is strongly encouraged to contact his or her family physician or health plan. In addition, confidential counseling services are available to students through the university's Wellness area, including the Center for Health and Wellness Promotion, the Counseling Center, and the Student Health Center. Employees may seek help through the university's Employee Assistance Program (EAP). For more information about the university's Employee Assistance Program, please contact the Human Resources Department. In accordance with applicable law, the university will reasonably accommodate an employee who wishes to voluntarily enter and participate in an alcohol or drug rehabilitation program, unless doing so presents an undue hardship to the university.

- To access the Employee Assistance Program directly, employees or their immediate family members may call the EAP at 1-800-342-8111 and indicate that they are covered by the University of San Diego.

To view the University of San Diego Alcohol and Drug Policy (2.3.1) in its entirety, please visit:

www.sandiego.edu/legal/policies/community/health/Alcohol.pdf

LEGAL SANCTIONS IMPOSED UNDER FEDERAL, STATE, AND LOCAL LAWS:

Federal, state, and local laws establish severe penalties for unlawful possession or distribution of illicit drugs and alcohol. These sanctions, upon conviction, may range from a small fine and probation to imprisonment, or both.

Under Federal law, the sanctions for possession and distribution of illegal drugs include the seizure and summary forfeiture of property, including vehicles. In addition, federal law penalties for illegally distributing drugs include life imprisonment and fines in excess of \$1,000,000. For a detailed list of federal penalties related to controlled substances, please visit: www.deadiversion.usdoj.gov/21cfr/21usc/

California has a variety of state laws related to the unlawful possession or distribution of illicit drugs and alcohol. In California it is illegal for anyone under the age of 21 to consume, purchase, or possess alcohol. If you violate these laws you may be subject to penalties, which can include fines and suspension of driving privileges.

- For more information about California laws and the California Department of Alcoholic Beverage Control, please visit: www.abc.ca.gov
- For information on California DUI penalties, please visit: www.dmv.ca.gov/portal/dmv/detail/pubs/hdbk/actions_aps_court
- For information on California alcohol laws related to underage drinking, please visit: alcoholpolicy.niaaa.nih.gov/underage-drinking/state-profiles/california/56
- For a comprehensive statement of all of California's alcohol laws, please visit: www.abc.ca.gov/CA%20ABC%2017E%20final.pdf

In addition to Federal and state laws, the City of San Diego has various ordinances related to the unlawful possession or distribution of illicit drugs and alcohol. For information on the San Diego Municipal Code, please

visit www.sandiego.gov/city-clerk/officialdocs/legisdocs/muni. For more information about the San Diego Superior Court Standard Sentencing Guidelines, please visit www.sdcourt.ca.gov/pls/portal/docs/page/sdcourt/criminal2/criminalresources/2015%20courtroom%20counsel%20copy%20sent%20guidelines.pdf.

ALCOHOL AND OTHER DRUG HEALTH RISKS:

The use and abuse of alcohol and other drugs can cause a number of problematic changes in behavior and physiology. Alcohol or other substance use disorders occur when a person continues their use despite recurrent social, interpersonal, physical, and/or legal consequences. For basic information about the health risks associated with the use of illicit drugs and alcohol abuse, please visit www.sandiego.edu/health-wellness/resources/drug-health-risks.php. For additional resources that describe the health risks associated with the use of illicit drugs and alcohol abuse, please visit:

- www.drugabuse.gov/drugs-abuse
- www.dea.gov/druginfo/factsheets.shtml
- www.niaaa.nih.gov/alcohol-health/alcohols-effects-body
- rethinkingdrinking.niaaa.nih.gov

If you would like to review the letter sent to our student community, it can be found on the CHWP website: <http://www.sandiego.edu/health-wellness/>