



California State Polytechnic University, Pomona

DRUG-FREE SCHOOLS AND COMMUNITIES ACT

ALCOHOL AND OTHER DRUG REPORT

BIENNIAL PROGRAM REVIEW

December 2012

## **Introduction**

The California State Polytechnic University, Pomona (CPP) Alcohol and Other Drugs Advisory Council Program Compliance Committee certifies that the federally mandated biennial review for the two-year period beginning September 1, 2010 and ending December 31, 2012, of the CPP drug and alcohol prevention program, has been completed. The committee reviewed the [Department of Education's Complying with the Drug-Free Schools and Campuses Regulations \[EDGAR Part 86\]: A Guide for University and College Administrators](#) as a guide to improve the university prevention program by looking at requirements and legislation.

The review found continuous improvement in the Alcohol and Other Drug (AOD) abuse prevention program education materials readily available to students, faculty and staff. The university prevention program materials prepared and distributed by the Division of Student Affairs, Human Resources, Cal Poly Pomona Foundation, Associated Students Inc. and Administrative Affairs are comprehensive and meet DFSCA requirements. Cal Poly Pomona administrative policies and procedures meet the requirements of the Drug-Free Workplace and Drug-Free Schools legislation. However, there are opportunities for improvement which are addressed in the "Summaries of AOD Program Strengths and Weaknesses" (Section VII).

The Alcohol and Other Drugs Advisory Council Program Compliance Committee consisted of the following university employees:

Debbie Jackley, Student Health Services, Marketing Coordinator and Sub-Committee Chair

Ty Ramsower, Student Health Services, Coordinator of Health Promotion and Outreach Services

Kristen Surber, University Police, Administrative Services Coordinator

Jeni Watanabe, Orientation Services, Coordinator

The content of the biennial program review, along with former reviews, will be posted on the AOD Web site at:

<http://www.csupomona.edu/~alcohol-drugs/index.shtml>



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## **I. Policy and Annual Notification**

In compliance with the Drug-Free Workplace and Drug-Free Schools and Campuses Regulations of the Drug-Free Schools and Communities Act (DFSCA), California State Polytechnic University Pomona provides annually to each employee and each student electronic distribution of a summary of the Drug-Free Workplace Policy, with information on where to find the full version of the campus Alcohol and Other Drug Policy. Hard copy distributions of the policy are available upon request. The University's Drug-Free Workplace Policy describes standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by employees and students on its property or as part of any of its activities. The policy also includes (1) a description of the applicable legal sanctions under federal and state laws for the unlawful possession or distribution of illicit drugs and alcohol; (2) a description of the health risks associated with the use of illicit drugs and abuse of alcohol; (3) a description of drug and alcohol programs (counseling, treatment, and rehabilitation) that are available to employees and students; and (4) a clear statement that the University will impose disciplinary sanctions on employees and students for violations of the standard of conduct.

The complete policy can be found at:

[http://www.csupomona.edu/~policies/Administrative/interim\\_alcohol\\_policy\\_alcohol\\_and\\_other\\_drugs.html](http://www.csupomona.edu/~policies/Administrative/interim_alcohol_policy_alcohol_and_other_drugs.html)

AOD Policy notification is distributed to all University employees (including those employed by the Cal Poly Pomona Foundation and Associated Students, Inc.) and enrolled students on an annual basis via e-mail. Any new students enrolling after the initial distribution period receive a summary of the Drug-Free Workplace Policy included in their new Student Resource Guide distributed during mandatory Orientation. New graduate students are given the information via the web when they access their next steps to enrollment. Human Resources for State and Associated Students, Inc., also include a copy of the notification in the information packet distributed to all new hires year-round. New Foundation employees are given a form to sign acknowledging that they will read the employee handbook which contains a summary of the policies and references the location of the full content.

A summary of the University Policy on Alcohol and Other Drugs is published in the University Catalog and the Annual Campus Security Report, both of which are available online.

See section VIII-2 for copies of these summaries and notifications, as they appeared in various publications and for full text of the policy in the administrative manual.



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## **II. Program Goals**

Under the direction of the Vice President for Student Affairs, the Alcohol and Other Drugs Advisory Council annually develops and reviews goals, assesses the effectiveness of campus alcohol and other drugs policies and programs, ensures compliance with Drug-Free Schools and Campuses Regulations, and makes recommendations to the President in support of maintaining a safe, productive learning environment at Cal Poly Pomona.

Goals for 2010-2011:

- Increase visibility of the Alcohol and Other Drugs Advisory Council and raise awareness of its role/contributions to the campus community.
- Complete approval of current approved Interim University Alcohol and Other Drugs Policy and broadly disseminated across the Cal Poly Pomona community.
- Formation of Drug and Alcohol Abuse Prevention Program Compliance Committee within the AODAC to oversee and complete the 2008-10 DFSCA Federal Mandated Biennial Program Review and the 2007-2009 CSU Biennial Report .
- Examine available research data (NCHA, CIRP, etc.) to identify areas of concern and identify proactive use of the AOD education/intervention software program for Cal Poly Pomona.
- Conduct problem analysis by (1) gathering data on the nature and scope of AOD problem; (2) examine existing resources and assets; (3) analyze and summarize the information to clarify needs and opportunities.
- Host the annual campus-wide alcohol awareness event, BE SMART, in the fall 2010

Goals for 2011-2012:

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- Complete approval of current approved Interim University Alcohol and Other Drugs Policy and broadly disseminated across the Cal Poly Pomona community.



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- Develop protocols for documenting and assigning AOD educational intervention across Cal Poly Pomona campus. Complete the 2008-10 DFSCA Federal Mandated Biennial Program Review. Gather required data for completion of future DFSCA and CSU reports.
- Examine available research data (NCHA, CIRP, etc.) to identify areas of concern and identify proactive use of the AOD education/intervention software program for Cal Poly Pomona.
- Conduct problem analysis by (1) gathering data on the nature and scope of AOD problem; (2) examine existing resources and assets; (3) analyze and summarize the information to clarify needs and opportunities.
- Host the annual campus-wide alcohol awareness event, BE SMART, in the fall 2011.



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### **III. Program Elements**

The AOD Council is comprised of faculty, staff and students from across university departments and organizations where student groups and services are uniquely relevant to Alcohol and Other Drug prevention activities. Listed below are the various programs and services enacted during the two year reporting period.

- A. Alcohol-free events and other activities were conducted routinely by student clubs and organizations, and were monitored by campus officials on a regular basis.
- B. Community service was strongly promoted and monitored by the Center for Community Engagement, dedicated to ensuring adequate opportunities exist for students both on campus as well as in the surrounding community. Numerous classes also offered course credit for volunteer services. Student Health Services initiated a “Healthy Bronco Volunteer” program to encourage students to get involved with educational programming and events on an as-needed basis.
- C. The annual educational alcohol awareness event, “B.E. S.M.A.R.T.” (Better Educated Students Managing Alcohol Responsibilities Together), was combined with the annual wellness fair, and held in October 2010 and October 2011 that incorporated general health enhancing information into a fair-type atmosphere.
- D. Targeted prevention education programs and materials were conducted and distributed by various Division of Student Affairs departments including; Student Health Services, University Housing, Office of Student Life and Cultural Centers, Associated Students Inc., Counseling and Psychological Services, University Athletics University Police, Greek Life and University Foundation. These programs focused on residential housing, student athletes, Greek organizations and campus clubs.
- E. Policy violation education process and programs. (see appendix A)



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## VI. Enforcement Consistency

Enforcement consistency is effectively documented. All campus unit/departments involved in enforcement of alcohol and other drugs policies and sanctions have procedures in place to ensure consistent enforcement. The following highlights enforcement policy and practice in primary campus departments/units.

1. **University Police:** University Police are committed to the consistent enforcement of all state and federal laws related to alcohol and other drugs. University Police officers have full knowledge of campus, University Housing, University Village, and local alcohol and other drugs policies. In addition to criminal sanctions, police officers may refer students to Judicial Affairs for disciplinary sanctions; and staff may be referred to Human Resource Services for appropriate disciplinary action. Police officers are mindful of the value of the campus disciplinary process, and use judgment and discretion in determining appropriate action. Enforcement is measured via arrest and disciplinary referral statistics. (see departmental Annual Security Report 2013 online at [http://public.dsa.csupomona.edu/police/annual\\_security\\_fire\\_safety\\_report.pdf](http://public.dsa.csupomona.edu/police/annual_security_fire_safety_report.pdf) )
2. **Judicial Affairs:** Each case referred to Judicial Affairs regarding allegations of misuse of alcohol and/or other drugs is fully investigated following the guidelines of Executive Order 628. As in virtually every other case referred to Judicial Affairs, there is an educational basis for any sanctions levied against students who are found responsible for policy and/or legal violations (Total Marijuana infractions reported for time period: 117; Total Other Drug: 5; Total Alcohol infractions: 123).
3. **Student Residential Facilities:** Residential facilities have community policies that extend well beyond the expectation that student residents obey all state and federal laws. Policies are effectively communicated when students contract for housing, and enforcement and guidelines for sanctions are objective and applied fairly. Violations of the law involving alcohol and other drugs are well documented and reported to the police department for inclusion in the annual security report. Other infractions relative to alcohol and other drugs may be handled internally on an individual basis or in addition may be referred to Judicial Affairs (University Village reported a total of 113 sanctions imposed for AOD policy violations during this reporting period).
4. **Athletics:** The athletic department maintains the same position on substance abuse as that of the overall campus. The department makes every effort to understand and correct individuals with a substance abuse problem. However, the NCAA mandates that the University follow established rules regarding the detection and restriction of certain banned substances.



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## **VII. Strengths, Weaknesses and Recommendations for Improvement**

### Strengths:

- Cal Poly Pomona has an active Alcohol and Other Drugs Advisory Council comprised of key stakeholders on campus.
- Multiple prevention and education programs are offered by well-trained staff and peers through a variety of modalities.
- Stronger partnerships are being established between referring entities and SHS Health Education
- Valuable data is available relative to student perceptions, attitudes and behaviors related to alcohol use/abuse. A sub population of Greeks was surveyed as to their attitudes and behaviors surrounding alcohol and other drugs.

### Weaknesses:

- While fully compliant with the Drug-Free Workplace and Drug-Free Schools and Campuses Regulations of the Drug-Free Schools and Communities Act, the University's current Interim Alcohol and Other Drugs Policy has not been fully adopted by the university in over a decade. Another review process was started in 2011 and is undergoing the steps for finalization.
- Despite university-wide membership and its active role in supporting the education and prevention efforts of varied campus units, the Alcohol and Other Drugs Advisory Council suffers from a lack of visibility on campus.
- While available data indicates that overall alcohol and other drug use/abuse among Cal Poly Pomona students is consistently lower than national norms, more data is needed to identify potential high risk use in sub populations such as housing and athletics.

### Recommendations for Improvement:

- Develop training for stakeholders to meet expectations in regard to formal documentation and sanctions resulting in more consistent policy enforcement and increased disciplinary referrals.





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- Conduct problem analysis by (1) gathering data on the nature and scope of AOD problem; (2) examine existing resources and assets; (3) analyze and summarize the information to clarify needs and opportunities
- The recently revised University's interim Alcohol and Other Drugs Policy should be moved forward in the approval process to be fully implemented to replace the existing policy.
- Campus departments that are engaged in AOD educational efforts need to provide on-going documentation to the AODAC for inclusion in future biennial reviews.
- Continue to hold the annual B.E. S.M.A.R.T. alcohol education event along with Student Health Services' annual Wellness Fair held in October



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## Appendix A:

### Sanctions

Violations related to alcohol and other drugs are normally referred to the supervising employee relative to their living quarters or to Judicial Affairs if living off campus or if the infraction is more serious in nature. Students may also be referred to the Wellness Center to include self-examination of the student's alcohol and other drugs use, done in consultation with a health educator.

Students who violate campus alcohol and drug policy may be required to complete one of the following options:

1. 3<sup>rd</sup> Millennium Classrooms, an online company which provides evidence-based intervention combined with personalized feedback. Administrators of the online site receive immediate notification of course completion, which is relayed to Judicial Affairs, University Housing or another referring entity. 3<sup>rd</sup> Millennium is comprised of three options:
  - *Alcohol-Wise* is an online prevention tool best used for population based first-time college students. The course takes about 1.5 hours and also includes a mandatory 30-day follow-up module to measure change in attitude and behavior.
  - *Under the Influence* is the intervention course used for alcohol related violations and to help students clarify their thinking about alcohol. The course consist of 9 interactive lessons taking about 3 hours to complete with pre and post tests providing measurements of knowledge gained. An "In Your opinion" exercise encourages self-reflection and change. The e-CHUG assessment includes comparative social norms and encourages responsible behavior. The course includes a 30 day follow-up that acts as a mini-intervention and documents behavior and attitude changes during this time period. 3 hours to complete.
  - *Marijuana 101* is an online marijuana education course used as a first intervention response to marijuana use or paraphernalia possession. It includes e-TOKE, a personalized marijuana self-assessment with 6 interactive lessons taking about 3 hours to complete. Pre- and Post-Tests provide measurements of knowledge gains and the e-TOKE assessment includes comparative social norms.
2. The Alcohol e-CheckUpToGo is an interactive educational web assessment that allows CPP students to enter information about their drinking patterns and receive feedback about their use of alcohol compared to their peers on campus. The assessment takes about 10-15 minutes



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to complete, is self-guided, and requires no face-to-face contact time with a counselor or administrator. Because it is offered online, the program can provide quick, confidential feedback in multiple settings. This also allows a student to complete a personal 'check-up' on multiple occasions to track changes in use and risk behavior.

Judicial Affairs maintains a database documenting all referrals and related sanctions and/or outcomes. University Housing Services and University Village may, in addition to using the online education, restrict privileges or require additional written reflections or assignments from their offenders.



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## Appendix B

### Drug and Alcohol Testing and Education

- Student-athletes must sign the NCAA consent form to test prior to the start of the season. Information on the NCAA testing and education policy is provided to each student-athlete.
- All student-athletes receive one drug education presentation per year.
- Athletes are subject to tests under NCAA and Cal Poly Pomona Athletic Department rules. Testing is a regular part of post-season competition and individuals and teams are subject to severe penalties if banned substances are detected. If the athletic training staff or the coaching staff has reason to believe that a student-athlete has an alcohol or substance abuse problem, the student-athlete may be asked to submit to a drug test at Student Health Services.
- Students may also secure assistance on their own by contacting Students Health Services.
- Any student-athlete known to be under the influence of drugs or alcohol while representing Cal Poly as a member of an athletic team is subject to **LOSS OF GRANT-IN-AID AND MAY BE SUSPENDED OR DISMISSED FROM THE TEAM.**
- If a student-athlete is under the legal age of eighteen and has demonstrated an alcohol or substance abuse problem, the Director of Athletics may deem parental notification appropriate.
- A student-athlete is allowed to self-disclose a drug or alcohol abuse problem prior to testing only **once in their college career at Cal Poly Pomona.** Self-disclosure allows the student-athlete to seek counseling. After sufficient time for counseling to take place and the problem to be addressed, a re-test follows.
- The drug testing process is done using a random selection method. The testing is unannounced and revolves around team practice or meeting times. If a student-athlete is selected they are called out of practice for the collection to be taken. The head coach or head athletic trainer may also request a test if there is any suspicion of a drug or alcohol abuse problem.
- The alcohol and substance abuse policy is philosophically an educational rather than punitive policy.