



California State Polytechnic University, Pomona

DRUG-FREE SCHOOLS AND COMMUNITIES ACT

ALCOHOL AND OTHER DRUG REPORT

BIENNIAL PROGRAM REVIEW

December 2014

Introduction

The California State Polytechnic University, Pomona (CPP) Alcohol, Tobacco and Other Drugs Advisory Council (ATODAC) Compliance Sub-Committee certifies that the federally mandated biennial review for the two-year period beginning September 1, 2012 and ending December 31, 2014, 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 marked improvement in the Alcohol and Other Drug (AOD) abuse prevention programming and outreach 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. The campus has successfully worked together to unify sanctions and permanent AOD policies, as noted in the "Summaries of AOD Program Strengths and Weaknesses" (Section VII) which has resulted in positive outcomes for reducing violations relative to alcohol and other drugs.

The ATODAC Compliance Sub-Committee consisted of the following university employees:

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

Kristin Surber, University Police, Administrative Services Coordinator and Sub-Committee Co-Chair

Ty Ramsower, Student Health and Counseling Services, Senior Coordinator of Health Promotion and Wellness Services

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

<http://www.cpp.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 manufacture, distribution, dispensation, possession, or use of controlled substances on the University campus or at any University-sponsored off campus event. The abuse of alcohol is also prohibited in these locations. 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.cpp.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 with a link to the full AOD policy. 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 online 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.



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II. Program Goals

Under the direction of the Vice President for Student Affairs, the ATODAC 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 2012-2014:

1. Increase visibility of the Alcohol, Tobacco and Other Drugs Advisory Council and raise awareness of its role/contributions to the campus community
2. Broadly disseminate the Draft Revised AOD policy across the Cal Poly Pomona community and receive input
3. Gather required data for completion of future DFCA and CSU reports
4. Complete the annual DSA division report
5. Examine available research data (NCHA, CIRP, etc.) to identify areas of concern
6. Identify? proactive use of the AOD education/intervention software program for Cal Poly Pomona and establish consistent sanctions
7. Conduct problem analysis by (1) gather 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 consider reword
8. Identify proactive use of the AOD education/intervention software program for Cal Poly Pomona
9. Sponsor ATOD education and prevention programs and initiatives
10. Host the annual campus-wide alcohol awareness event, BE SMART, in conjunction with the Student Health and Counseling Services (SHCS) annual wellness fair.



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III. Program Elements

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

- A. Student Health and Counseling Services launched a free nicotine patch smoking cessation effort in summer 2012, along with the LA County Department of Public Health. Students returned in two week intervals for subsequent patches and to monitor their progress.
- B. Alcohol-free events and other activities were conducted routinely by student clubs and organizations, and were monitored by campus officials on a regular basis. A social marketing campaign, #SubstanceFreeCPP, was launched in Fall 2014 in order to brand large scale campus events as being substance free. Photos at the various events were uploaded to Instagram and used to reduce high risk substance use among college students.
- C. The campus has increased the number and improved the quality of social, recreational, and residential options not involving alcohol consumption through the promotion of ASI *First Friday* events and the opening of the BRIC (Bronco Recreation and Intramural Complex) in September 2014.
- D. 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. SHCS continued to run the “Healthy Bronco Volunteer” program to encourage students to get involved with educational programming and events on an as-needed basis.
- E. SHCS continues to send an email to all students about to turn 21 which gives a link to educational information on party safe behaviors and informs them of their 21st Birthday Card waiting for them at the SHCS Wellness Center, along with a complimentary gift. This program serves to not only educate the students but also induces the students to utilize the Wellness Center once they come in to receive their birthday gift.
- F. An on-campus AA group was established Fall 2014 and is run by students. This program gives support and encouragement to those in recovery and fills a much needed service.



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- G. Targeted populations of athletes and housing students were surveyed relative to their alcohol use. Results from these surveys were used to develop more intervention strategies to reduce alcohol use and abuse. Residential advisors began to reinforce the ATOD policies in regular floor meetings, and SHCS health educators increased efforts to deliver programs and educational materials on safe party tips. A social norms campaign was also launched Fall 2013 to educate on accurate norms surrounding students use and abuse of alcohol.
- H. By fall of 2014, University Housing, Judicial Affairs, and University Village (off-campus apartments) came to agreement on consistent sanctions for violators, and began to use a commercial program for tracking policy offenders. This method now allows all three areas to view the same individual who may have incidents or violations in multiple settings.
- I. A smoking environmental scan was completed in Fall 2012 to assess whether or not all major building entrances had appropriate signage to indicate smoking was not allowed within 25 feet of each building. Results indicated that signage was inadequate and that ashtrays were often located within this perimeter. However, the CSU system is currently advocating for non-smoking campuses so further action has been put on hold.
- J. In Fall 2012, The Chancellor's Office purchased an annual subscription to the online magazine Student Health 101 with funding from Proposition 63 and the CalMHSA Grant. The newsletter is published each month and contains cutting edge articles on ATOD use and abuse. Cal Poly Pomona renewed the subscription for the subsequent year and has committed to funding this resource indefinitely. The magazine's assessment indicates that students are utilizing many of the tips and strategies introduced each month, and future efforts will focus on expanding the readership numbers.
- K. SHCS initiated a concerted effort to introduce all new students to eCheckUpToGo (See Appendix A) through new student Orientation beginning summer 2012. At first, students were encouraged to complete it on a voluntary basis by offering an incentive of a drawing for an iPad. After two years of few completions, Orientation Services agreed to add the completion of the program as a soft mandate through their app used Summer 2014. The app listed a variety of "to-do" items before students attended their orientation session, one of them being the completion of this course. Results were encouraging in that 83% of all new students completed it. In addition, more intense, educational and interactive presentations on alcohol and its relationship to sexual violence were given to all first time freshmen during orientation session evening hours.
- L. The annual educational alcohol awareness event, "B.E. S.M.A.R.T." (Better Educated Students Managing Alcohol Responsibilities Together), is combined with the annual wellness fair, and was



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held in October 2012 and October 2014, incorporating general health enhancing information into a fair-type atmosphere. Rain prevented the combination event in October 2013, and only the wellness fair was moved to April 2014.

- M. Targeted prevention education programs and materials were conducted and distributed by various Division of Student Affairs departments including; Student Health and Counseling Services, University Housing, Office of Student Life and Cultural Centers, Associated Students Inc., University Athletics, University Police, Greek Life and University Foundation. These programs focused on residential housing, student athletes, Greek organizations and campus clubs. Many of their constituents and leaders completed the online educational course eCheckUpToGo which has been evaluated for its effectiveness in changing behavior relative to alcohol and tobacco use.
- N. 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 2014 online at http://www.cpp.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: 109; 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 Housing Services reported the following for this time period: Total Marijuana infractions: 13; Total Other Drug: 0; Total Alcohol infractions: 29. University Village reported the following for this time period: Marijuana infractions: 49; Total Other Drug: 0; Total Alcohol infractions: 40 [23 cases underage]).
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



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substance abuse problem. In addition, the NCAA mandates that the University follow established rules regarding the detection and restriction of certain banned substances (See Appendix B).



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VII. Strengths and Recommendations for Improvement

Strengths:

- Cal Poly Pomona has an active Alcohol, Tobacco and Other Drugs Advisory Council comprised of key stakeholders on campus.
- Multiple evidence-based prevention and education programs are offered by trained staff and peers through a variety of modalities.
- Partnerships have been strengthened between policy violation referring entities and SHCS Health Education to ensure consistency in the enforcement of disciplinary sanctions for ATOD policy violations.
- Data has been and continues to be collected to determine the scope of the problem and is used to inform program planning and development.
- Implementation of responsible beverage service training program (ServSafe) is ongoing.

Recommendations for Improvement:

- Increase visibility of the Alcohol, Tobacco and Other Drugs Advisory Council and raise awareness of its role/contributions to the campus community.
- Provide adequate resources to support students with substance abuse issues and support for students in recovery.
- Continue to move prevention efforts towards an *environmental management* approach that focuses on environmental change, to reduce both the appeal and availability of alcohol, tobacco and other drugs.
- Campus departments that are engaged in ATOD educational efforts need to provide on-going documentation to the ATODAC for inclusion in future biennial reviews.



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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. Attend CHOICES, a peer led alcohol risk reduction program centered on individual choices one can make in regards to alcohol consumption, designed for first-time offenders. This program is led exclusively by trained campus Peer Health Educators. The objective of this program is to reduce the risk of alcohol-related health and impairment problems by providing accurate and unbiased information on personal health risks, and is comprised of two workshop sessions.
2. 3rd 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. 3rd 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



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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.

3. 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 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, University Housing Services and University Village all subscribe to the same database to track infractions, referrals and sanctions related to AOD. Their consistent sanctions may include, in addition to using the online education options outlined above, restricting privileges or requiring 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.