

2022 Biennial Review of Alcohol and Other Drugs Programs

Introduction:

The Drug Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) requires Millersville University, an institution of higher education (IHE), to certify it has implemented programs to prevent the abuse of alcohol and use or distribution of illicit drugs both by Millersville students and employees on its premises and as a part of any of its activities. At a minimum each institution of higher education must annually distribute the following in writing to all students and employees:

- Standards of conduct that clearly prohibit the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees;
- A description of the legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
- A description of any drug or alcohol counseling, treatment, or rehabilitation or reentry programs that are available to employees or students; and
- A clear statement that the institution will impose sanctions on students and employees and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

The law further requires that the institution conduct a biennial review of its program with the following objectives:

- Determining the effectiveness of the policy and implementing changes to the alcohol and other drug programs if they are needed; and
- To ensure that the sanctions developed are enforced consistently.

Millersville University acknowledges its legal obligation to conduct a biennial review of compliance with the Drug-Free Schools and Communities Act and authorized an administrative review to be conducted to determine if the college fulfills the requirements of the previously mentioned Federal regulations. The purpose of this report is to comply as best as possible, using data collected over the past two years. The following campus units provided information for biennial reports:

- Alcohol and Other Drug Task Force;
- Department of Counseling and Human Development;
- Center for Health Education and Promotion;
- Clery Center;
- Department of Athletics;
- Health Services;
- Information Technology;
- Office of Human Resources;
- Office of New Student Programs (formally known as the Office of Orientation and Transition Programs);

- Office of Student Conduct and Community Standards;
- Millersville University Police Department;
- Office of the Vice President for Student Affairs.
- PA State System of Higher Education;
- Title IX Office
- University Housing and Conference Services (formally known as Housing and Residential Programs).

The intention of this document is to meet the legal requirements of conducting a biennial review and also summarize the programs and activities related to alcohol and drug prevention on Millersville University's campus during the 2020-2022 Academic year/calendar year.

The following information was examined for the biennial review:

- Prevention initiatives that were offered during the review period;
- Various resources available to students and employees regarding drug and alcohol abuse;
- Expectations of students related to alcohol and drugs;
- Alcohol and drug information;
- Student Handbook policies related to drug and alcohol use on campus and the sanctions imposed for failure to comply;
- Policies related to drug and alcohol use by University employees and the sanctions imposed for failure to comply;
- Incident reports related to any possible infractions of the drug and alcohol policy presented to students;
- Local, State and Federal Mandates;
- Review of Drug-Free Schools and Campuses Regulations check lists.

Drug and Alcohol Policy

The University complies with federal, state and local laws including those that regulate the possession, sale, and use of alcoholic beverages and controlled substances. Millersville University students who use, sell, exchange, consume, or possess alcoholic beverages or illegal drugs or drug paraphernalia on University property or at University functions will be dealt with in accordance with the University conduct policy as well as Commonwealth, federal and local laws. Non-Students and employees who violate the University's policies and whose actions are not in compliance with the orderly operation of the University will be prosecuted in accordance with Commonwealth, federal and local laws. Non students involved in on-campus violation of these policies may be banned from University property.

Millersville University students need to be aware of local, state and federal laws, as violations may have long-term effects on their lives. Examples include:

1. Section 6308 of the Pennsylvania Crimes codes addresses underage drinking including: misrepresentation of age to secure liquor; purchase, consumption, possession or

transportation of intoxicating beverages; carrying a false identification card and using same to obtain or attempt to obtain liquor. In addition to fines for conviction of these offenses, the court will order the motor vehicle operating privileges of the person suspended, and a copy of the order will be sent to the Department of Transportation. The suspension will be 90 days for the first offense, one year for the second, two years for any offense thereafter.

2. Pennsylvania House Bill 1139 requires public and private schools, intermediate units and area vocational-technical schools to require prospective employees to submit with their employment application a report of criminal history record information from the Pennsylvania State Police or a statement from the State Police that the central repository contains no such information relating to that person. Many Millersville University students intend to become educators and need to be aware of these provisions.
3. Pennsylvania law now requires parental notification for all alcohol law violations where the offender is less than 21 years of age.

For the most recent and complete Federal Trafficking Penalties information, visit the Website of the U.S. Drug Enforcement Administration at www.dea.gov/agency/penalties.htm.

Substance abuse and drug dependency are issues of staggering proportions in our society today. They are the leading causes of preventable illness, disability, and death in the United States. Alcohol/chemical dependency is a disease that affects not only individuals, but every component of the family system, workplace, and the community. Chemical abuse not only includes alcohol and illegal drugs, but also prescription drugs such as tranquilizers, pain killers, sleeping pills, etc.

In addition to the life impact related to a criminal record, the University wishes to remind employees, students and other members of the campus community of the many psychological and physical risks associated with the abuse of alcohol and other substances. Alcohol abuse is associated with impairment of academic functioning and students often find it difficult to maintain their academic focus and meet their responsibilities. Alcohol is frequently related to poor academic achievement, low GPA, or the decision to leave school without a degree. The following list includes some additional information about the risks associated with drug and alcohol use.

- Any drug, even over the counter or a doctor's prescription, has possible side effects that can cause impairments. There are no guidelines for the use of illegal drugs, and one can never be sure of their strength or purity.
- Cocaine is a highly psychological addictive drug.
- Alcohol is a depressant drug that slows the central nervous system and impairs judgement. At high BAC levels, it can be fatal.
- THC, the active ingredient in cannabis, can remain in your body for one month following use. THC concentration has been increasing in cannabis which increases the risk of harmful effects.

- Cannabis smoke produces all of the harmful effects of tobacco smoke. Cannabis smoke contains about 50% more benzopyrene and nearly 75% more benzantracene, both known carcinogens, than a comparable quantity of unfiltered tobacco smoke.
- Alcohol is frequently associated with sexual violence, date rape, poor sexual decisions as well as accidental injury and death. Alcohol is associated with over 1825 deaths of college students each year.

Chemical dependency is treatable. With an understanding of the disease and its impact on the lives of employees and students, family members and friends can take necessary steps to help reduce enabling behaviors. Staff members at Health Services, Human Resources, the Center for Health Education and Promotion, Title IX Office, Office of Learning Services, and the Center for Counseling and Human Development can provide additional information and services relating to substance abuse, including:

- Accidents due to impaired judgment
- Unwanted sexual activity
- Physical damage to include heart, lung, and liver problems
- Physical and psychological dependence
- Difficulty in learning and attention related to academic success

In addition to offering professional counseling services, the University hires student peer educators, who provide lifestyle change workshops. Workshop topics include a wide variety of wellness-related topics to include nutrition, sexual responsibility, stress management, sexual and relationship violence, and substance use and abuse. For more information about drug and alcohol prevention programs, please contact Millersville University's Center for Health Education and Promotion at (717) 871-4141 or visit the web page at www.millersville.edu/chep.

Alcohol and Drugs in the Workplace

The unlawful manufacture, distribution, dispensing, possession, or use of alcohol and other controlled substances by a Millersville University employee while on duty, or on University grounds is prohibited. Inappropriate use of alcohol or other controlled substances by any employee while on University grounds is prohibited. Such conduct shall subject the employee to appropriate discipline, up to and including termination. Employees who are taking a controlled substance, as prescribed by a medical provider are not in violation of University policy.

Drug-Free Workplace Policy

PA State System of Higher Education Board of Governors had adopted a drug-free workplace policy (1989-02). It states, The State System of Higher Education, Commonwealth of Pennsylvania, hereby declares as its policy that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited at any workplace under the authority of the Board of Governors. Any employee violating the policy will be referred to

the Commonwealth's employee assistance program and/or disciplined, in an appropriate manner, up to and including termination. Discipline, when appropriate, shall be taken under relevant provisions of collective bargaining agreements, Civil Service Commission policy, or other human resource policies adopted by the Board of Governors.

Drug Free Work Policy: https://www.passhe.edu/inside/policies/BOG_Policies/Policy%201989-02.pdf#search=Drug%20Free%20Workplace%20policy

Policy 1989-02: Drug-Free Workplace

A. Policy - As required by the federal "Drug-Free Workplace Act of 1988," the State System of Higher Education, Commonwealth of Pennsylvania, hereby declares as its policy that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited at any workplace under the authority of the Board of Governors. Any employee violating the policy will be referred to the Commonwealth's employee assistance program and/or disciplined, in an appropriate manner, up to and including termination. Discipline, when appropriate, shall be taken under relevant provisions of collective bargaining agreements, Civil Service Commission policy, or other human resource policies adopted by the Board of Governors.

Alcoholic Beverage Administrative Policy

University Policy Regarding Alcoholic Beverages:

<https://www.millersville.edu/about/administration/policies/pdf/administration/alcoholic-beverages.pdf>

Ware Center Policy Regarding Alcoholic Beverages:

<https://www.millersville.edu/about/administration/policies/pdf/administration/alcoholic-beverages-warecenter.pdf>

The university abides by Liquor Control Board regulations and Commonwealth laws in the purchase and service of alcoholic beverages. Persons of legal drinking age should be given responsible choices concerning the consumption of alcohol in accordance with state laws.

Tailgating Policy

The Tailgating Policy outlines the established guidelines put forth by Millersville University to manage on-campus tailgating activities and ensure a safe and enjoyable environment. The policy applies to all patrons and guests on the Millersville University campus.

Tailgating on the campus of Millersville University for home football games is designated to the lower-level parking garage and parallel parking lot off of Pucillo Drive. Tailgating will not be permitted on the roof of the parking garage or any other location on the Millersville University

campus. Anyone seen tailgating outside of the designated area will be asked to move to the designated tailgating area.

General Guidelines:

- A. Tailgating activities may begin three (3) hours prior to the beginning of the game. Tailgating is not permitted during the course of the game.
- B. Tailgating activities may continue for up to one (1) hour following the conclusion of the game.
- C. Tailgating must incorporate food and non-alcoholic beverages into the activities. The preparation and consumption of food is limited to personal use. No food may be sold at tailgating activities.
- D. Propane (gas) grills are permitted inside the designated tailgating areas only. Charcoal grills are prohibited.
- E. Alcohol consumption is permitted inside the designated tailgating areas only and in accordance with State law. Hard liquor and spirits are prohibited.
- F. Only individuals who are 21 years of age or older may possess, consume, transport, or store alcoholic beverages. These individuals must be prepared to show valid identification at all times.
- G. All alcoholic or non-alcoholic beverages must be in cans or plastic cups or containers. Glass bottles are prohibited.
- H. Kegs, party balls, multi-quart containers are prohibited.
- I. All drinking paraphernalia and drinking "games" of any sort are prohibited.
- J. Tailgaters are responsible for the disposal of trash and debris in appropriate trash receptacles following the conclusion of each tailgate. Tailgaters are expected to maintain a clean and sanitary space.
- K. Each car is permitted one parking space inside the designated tailgating area. The space may be extended a reasonable distance while still allowing for an accessible traffic lane at all times.
- L. RV requests should be made 24 hours in advance of the game by calling Peg Kauffman, Associate Athletic Director, at (717) 871-7693.
- M. Pets are not permitted in the tailgate area.
- N. Tailgaters are expected to respect the rights of others. Everyone is expected to maintain good sportsmanship and refrain from the use of loud and/or offensive language, disorderly behavior, and amplified sound.
- O. All Millersville University policies are enforced throughout the campus including the tailgating areas. Millersville University Police or any other law enforcement has the authority to remove any individual or group who does not abide by these policies.
- P. Millersville University is not responsible or liable for accidents, damage, loss or theft of materials, items, or personal property.

Tent/Canopy Guidelines:

- A. No tents larger than 10' x 10'. Any tent must be located directly in front of a parked car or within a parking space. There must be a clear path for traffic at all times.
- B. Tents or canopies must be secured at all times to ensure the safety of all patrons

Athletics Substance Abuse Policy

The Athletics Substance Abuse Policy was approved March 2017. The main goal of the Millersville University Department of Athletics substance abuse policy is to protect the health and welfare of the University's student-athletes. This policy requires student-athletes to engage in substance abuse education, testing, and if necessary, rehabilitation. The Department of Athletics will review this policy on an annual basis and will revise it as needed. Additional information can be gathered by contacting the Department of Athletics. The policy can be viewed at: <http://www.millersville.edu/about/administration/policies/athletics-substance-abuse.pdf>

Open Container Ordinance

The Borough of Millersville has open-container ordinances.
Chapter 114: Alcoholic Beverages; Article I: Open Containers
<https://ecode360.com/9652892>

Disorderly Conduct

Prohibited acts within the Borough of Millersville include but not limited to be found drunk or intoxicated or under the influence of alcohol or a controlled substance upon any public street or alley or parks or other public grounds in the Borough; Possess one ounce or less of marijuana or any drug paraphernalia. Violations and penalties, upon summary conviction, may be sentenced to pay a fine of not less than \$300 nor more than \$1,000 for a first offense; a fine of not less than \$400 nor more than \$1,000 for a second offense; and a fine of not less than \$500 and not more than \$1,000 for a third or subsequent offense, all plus the costs of prosecution, including the Borough's attorneys' fees, and, in default of payment thereof, shall undergo imprisonment in the Lancaster County Prison for a period not exceeding 30 days. Each section of this chapter which is violated shall constitute a separate offense, and each day during which any person violates any provisions of this chapter shall constitute a separate offense. A complete version of the borough's Disorderly Conduct ordinance is available online at: <https://ecode360.com/30677853>

Student Code of Conduct

Millersville University wants to ensure that all our students and student organizations have a rich and worthwhile educational experience in a civil environment. To maintain such an environment, Millersville University has adopted this Student Code of Conduct in support of its mission to prepare students to become well-rounded individuals who become involved in productive roles as civic and community-engaged leaders and citizens. The Student Code of Conduct reflects the University community's concern that students and student organizations on our campus and in

our communities maintain the highest standards of conduct. It guarantees due process and protects the individual freedoms of our students while holding students accountable for conduct that violates the terms of the Code. Disciplinary action may be imposed on a student whose conduct violates the Code, whether that conduct occurs on or off campus. The Student Code of Conduct details the rules and regulations for students and student organizations. It is reviewed annually by the Office of Student Conduct and Community Standards. Amendments to the Code must be approved by Millersville University's President and Council of Trustees.

Millersville University students are governed not only by local, state and federal laws, but also by regulations of the Millersville University Code of Conduct. "Student" for the purposes of the Code of Conduct refers to any person who accepts an offer of admission indicating intention to enroll at the University, including participation in a course or participation in a university-sponsored program. A person who is not enrolled for a particular semester but who otherwise has a continuing relationship, including students who are on a Medical Leave of Absence with the University, is a "student" for the purpose of the code. Violation of those regulations may lead to university judicial action in addition to any action taken by civil or criminal courts.

The Student Conduct and Community Standards Handbook:

<https://www.millersville.edu/studentconduct/files/studentcodeofconduct.pdf>

Some violations that are subject to campus conduct and/or criminal court action include:

- Use, sale, exchange or possession of alcoholic beverages on campus.
- Use, sale, or exchange or possession of controlled substances on campus.

Student Conduct and Community Standards Handbook Prohibited Conduct Related to Alcohol and Drugs

Millersville University is a "responsible use" campus, which means that alcohol is not permitted on campus or any affiliated campus property or event without the express written permission of the Vice President for Student Affairs. All approved service of alcohol must adhere to the Alcoholic Beverages Administrative Policy.

Alcoholic Beverages Administrative Policy:

<https://www.millersville.edu/about/administration/policies/pdf/administration/alcoholic-beverages.pdf>

The following activities are prohibited:

- Conduct involving the personal consumption and/or possession of alcohol in violation of the law on or off campus (V.2.A)
- Distribution of alcoholic beverages to minors (those under the age of 21) (V.2.B)
- Knowingly being in the presence of unauthorized use, possession or distribution of

- alcoholic beverages (V.2.C)
- Public drunkenness (V.2.D)
- Violations of the University Alcoholic Beverage Administration Policy (V.2.E)

Acts involving the manufacture, distribution, sale, exchange, use, offer to sale or possession of illegal drugs, narcotics, drugs not prescribed for the person in possession of the drug, or drug paraphernalia are prohibited. The following activities are also prohibited:

- Knowingly being in the presence of unauthorized use, possession or distribution of drugs. (V.3.A)
- The use of counterfeit or synthetic substances, frequently referred to as "designer drugs". (V.3.8)
- Failure to comply with any existing University policy regarding medical marijuana. Marijuana (cannabis) is a controlled substance under federal law, and its possession and use, even for medical reasons, is prohibited on property owned or operated by the University or at university-sponsored or affiliated programs and events.

Responsible Action Policy

Millersville University holds the safety, security and well-being of its students as one of its highest priorities. The University prides itself on offering all of the benefits of a public institution while preserving a caring, individualized community. Millersville University recognizes that a student's concern for potential disciplinary action while under the influence of alcohol and/or other substances may hinder a student's actions in response to seeking assistance in certain emergency situations and/or reporting incidents. It is imperative that medical attention be sought should concerns arise for a person's own safety or the safety of others. This policy is intended to increase the reporting of incidents requiring emergency assistance during a life-threatening or drug/alcohol-related illness and will in turn result in increased safety for students and the campus community.

As such, medical amnesty is in effect to ensure those students who seek assistance for another individual who may have consumed excessive alcohol or other drugs will turn to the appropriate personnel to seek emergency medical assistance without fear of being cited for a violation under the Commonwealth of Pennsylvania's Crimes Code or charged by the University for violating Section V.2.A, Alcohol or V.3, Drugs of the Student Code of Conduct if all the following conditions are met:

1. The only way law enforcement officers or University officials became aware of the person's violation of the Student Code of Conduct is because the person placed a 911 call, or a call to campus safety, police or emergency services, in good faith, based on a reasonable belief and reported that another person was in need of immediate medical attention to prevent death or serious injury.
2. The person reasonably believed they were the first person to make a 911 call or a call to

- campus safety, police or emergency services and report that a person needed immediate medical attention to prevent death or serious injury.
3. The person provided his/her own name to the 911 operator or equivalent campus safety, police or emergency officer.
 4. The person remained with the person needing medical assistance until emergency healthcare providers arrived and the need for the person's presence had ended.

Potential Consequences of Being in Violation of Alcohol and/or Drug Policy

The following are general University sanctions which may be imposed upon a student or an organization that is found responsible for a violation of the Student Code of Conduct. This list is not intended to be exhaustive, and the University and its agents reserve the right to impose additional sanctions to ensure the highest standards of conduct. Counseling, treatment programs, restrictions from facilities, or other conditions may be imposed when deemed appropriate. The University may impose any combination of the following sanctions:

Interim Suspension - Pending final action on charges of violating the Student Code of Conduct, the student may be subject to immediate suspension or loss of privileges if it is determined by the Vice President for Student Affairs or designee that the student's presence on campus may constitute a threat to the health, safety and welfare of the University community. In addition, a student may be placed on interim suspension if the student poses an ongoing disruption of, or interference with, the normal operations of the University.

If a student is placed on interim suspension, an administrative hearing will be scheduled within 10 class days to determine a final sanction. Unless extenuating circumstances prevent the facilitation of a hearing, the reversal of an interim suspension shall not be construed as a determination that the student is not in violation of the Student Code of Conduct. The University reserves the right to extend the required time period for exceptions based on the health and/or mental-health concerns that may impede the student's ability to effectively participate on his/her behalf. In such matters the Vice President for Student Affairs or designee will have sole discretion. During a period of interim suspension, students may not continue to participate in classes or participate in online or distance-education course, participate in university activities and/or be on the University property. The interim suspension shall remain in effect until such time as it has been modified by the Director of Student Conduct.

While on interim suspension the student is responsible for the payment of all tuition and fees in accordance with the University payment policies. Please reference the offices of University Housing and Conference Services and Office of Student Accounts fee schedules for more details.

Behavioral mentor: The student may be assigned to a faculty, staff, community or student mentor for support in the areas of personal and academic development relevant to the violation. The hearing officer/hearing board will establish the frequency and duration of

the mentoring relationship. Any missed appointment with the assigned mentor will be considered a failure to comply, and additional sanctions may be imposed.

Censure: Designated for a period of not less than a full academic year and not more than the remainder of the student's academic career at Millersville University. During a period of assigned "censure," a student may maintain membership with any student organization, group or team, but the student may not represent the University in any official leadership capacity or hold office or leadership position in any student organizations, groups or teams. Censure indicates to the student that further violation(s) of University regulations will result in more stringent conduct action, including but not limited to suspension or expulsion from the University.

Conduct contract: A student and hearing officer may reach a written agreement concerning expectations for future conduct and decisions to assist in preventing inappropriate conduct from recurring.

Counseling services: Where there is a question of safety, a student may be required to obtain an evaluation through the University's Counseling and Human Development Center or another counseling resource and comply with the recommendations that result from the evaluation.

Deferred action: Deferring the imposition of a standard sanction for a violation based on mitigating circumstances. Students imposed "deferred action" sanctions understand that any new misconduct for which a student is found responsible will result in the immediate imposition of the sanction that was deferred, becoming effective immediately without further review. A sanction may be in deferred status for a limited period of time.

Educational development: Hearing officers/hearing board members may refer students found responsible for violations to campus resources to assist, educate or monitor the development of appropriate conduct, critical-thinking skills, mature decision-making skills, etc. These referrals are mandatory, and failure to complete a referral could result in additional charges by the Office of Student Conduct & Community Standards. Referrals may include a drug and alcohol education program or other appropriate program or resource.

Educational reflection: Students may be required to attend an educational program, produce an educational project, write an essay or participate in other such creative educational activities.

Ethical reflection: The student will write a 1-2 page reflection paper on the importance of ethical decision-making in an educational community. It is important to include in the paper a discussion of how one poor decision can impact an individual, a community and the person who makes the poor decision.

Expulsion: The student is separated from the University permanently. There are no provisions for the readmission of the student in the future. The expelled student is responsible for the payment of all tuition and fees in accordance with the University payment policies. (Please reference the Department of University Conference Services and Office of Student Accounts fee schedules for more details.)

Financial restitution: A student or student organization may be required to make payment to the University or to another specified person(s) or group(s) for damages incurred because of a violation of behavioral expectations.

Fines: A financial cost applied to the student or organization as predetermined on existing policies.

Inactivation: Temporary loss of university recognition and campus privileges for a designated period of time not to exceed five years imposed upon a student organization.

Loss of privileges/No Trespass Order: A student/student organization may be denied specific privileges for a designated period of time. These privileges include but are not limited to access to specific buildings, facilities, residence hall assignment and participation in extracurricular activities. When a No Trespass Order is issued as a sanction in a student disciplinary matter, the Office of Student Conduct & Community Standards will forward notice of the No Trespass Order to the Millersville University Police Department. Students who violate such orders will be subject to further disciplinary action under the Student Code of Conduct, along with being cited or arrested for criminal violations.

No-contact directive: This action is implemented at the discretion of a hearing officer directing a student to avoid initiating contact with another member of the University community and may include limiting access to areas to avoid incidental contact. Restricted contact includes direct interactions in person or through technology as well as the use of third parties to interact

Off-campus counseling: The student will need to provide verification from an off-campus, verified, licensed counseling professional stating that the student has entered counseling and is complying with the treatment plans and/or recommendations of the treatment provider. This verification should include a written statement that the treatment plan will include the following outcomes:

1. development of effective coping strategies to help deal with the pressures (peer and otherwise) one is facing,
2. plans to achieve a healthier balance in life, and
3. identification of tools and resources to achieve psychological well-being

Parental notification: A student's parent or guardian may be notified of a violation of the Code of Conduct and the student's disciplinary record in accordance with the Family Educational Records Privacy Act (FERPA).

Probation: This level of probation is intended to provide the student an opportunity to reflect on and learn from their conduct while increasing their awareness of the impact of their conduct on themselves and others, and of the University's behavioral expectations. Additional violations during this period will result in more serious sanctions by the Office of Student Conduct & Community Standards.

Reprimand: A student shall be warned, in writing, not to violate the Student Code of Conduct in the future. Additional violations may result in more serious disciplinary action.

Restorative practices: Restorative action holds students responsible for violating the Code accountable for their conduct by involving them in face-to face encounters with the people they have harmed/impacted. The restorative action seeks to develop good relationships and restore a sense of community.

Service restitution: Students may be required to perform a community service to assist in developing increased awareness of the impact of misconduct to strengthen critical-thinking abilities to identify appropriate conduct.

Suspension: The loss of privileges of enrollment for a designated period of time determined by the hearing officer or designee. A suspension remains in place during the appeals process and until a final outcome of the appeal has been determined.

1. Suspended persons are prohibited from taking classes, including distance education and online courses, taking exams and/or receiving grades, participating in University activities and being present on University-owned or -controlled property.
2. During a period of suspension, if a person is found to be present on University property without permission from the Office of Student Conduct & Community Standards, they will be subject to arrest for criminal trespass.
3. Persons are not entitled to a monetary refund for tuition, housing or a meal plan. (Please reference the Department of University Housing and Conference Services and Office of Student Accounts fee schedules for more details.) If living on campus, a student must make arrangements to vacate within 48 hours or less. The time period will be determined by the hearing officer.
4. In order to be eligible for readmission, a person must comply with all aspects of the suspension letter. Readmission is contingent upon completion of the suspension period, fulfillment of sanctions, if any, and the approval of the Vice President for Student Affairs or designee.

Inactivation: Temporary loss of University recognition and campus privileges for a designated period of time not to exceed five years imposed upon a student organization.

Termination of University recognition: The organization is not eligible for reinstatement for a minimum of five years. Only the Vice President for Student Affairs can grant reinstatement of an organization's recognition. Consideration for reinstatement must be accompanied by a written proposal developed under the guidance of the Director of the Department of Campus Life. The proposal for reinstatement must also include the following criteria:

1. A letter of endorsement/support from a proposed faculty/staff advisor.
2. A letter of support from the Executive Board of Student Government Association.
3. A cover letter outlining the steps that have been taken to avoid a repeat of the earlier misconduct

Enforcement/Violations:

The University community is encouraged to play an active role in creating and maintaining a climate where student wellbeing, engagement and safety are characteristics of success. However, the primary sources on campus that enforce the alcohol and drug policies are members of the Millersville University Police Department and the staff of University Housing and Conference Services. It is the primary responsibility of the Office of Student Conduct and Community Standards to assess instances of infractions of the code of conduct by students and to determine appropriate sanctions.

Student violations of the University's Alcohol and Other Drug policies may come to the attention of the Office of Student Conduct and Community Standards through an online report through Maxient, the University's student discipline software. The Student Conduct Handbook details the conduct process of violations of the Alcohol and Other Drug policies. Each incident is reviewed on a case-by-case basis following due process for our students.

Intervention

Millersville University has several options available for students and employees who need to address alcohol and other drug abuse issues. Students can obtain assessment and treatment of substance abuse disorders at the Center for Counseling and Human Development. Students who violate the University Alcohol Policy participate in a two-part BASICS intervention program consisting of a group meeting and an individual personalized feedback session. The Center for Counseling and Human Development can assist in referrals to off-campus treatment services. Staff members at Health Services, the Center for Health Education and Promotion and the Center for Counseling and Human Development can provide additional information and services

relating to substance abuse problems.

In 2020-2021 twenty-three students were referred to BASICS Groups and 20 completed the two-part program. Four students attended Individual BASICS and 2 students completed the two-part program.

During 2020-2021 our AOD counselor had 195 individual appointments with students and approximately 75-80% of these were AOD related.

In fall 2019, Millersville University assistant professor in the School of Social Work secured a \$1.35 million three-year grant to help combat the opioid crisis. The Opioid Workforce Expansion Program alleviates the financial burden for students to obtain specialized education in addition, prevention, treatment and recovery. While opioids are in the title of the grant, education received by the students is focused on all addictions.

Resources for Assistance

All students and employees are encouraged to seek early help if they feel they have a problem with alcohol and/or other drugs, and to learn how to assist others with substance abuse concerns. With early assistance it is less likely that serious consequences will result from an alcohol or other drug concern.

There are resources on campus and in the community for assistance. Employees with questions are directed to Human Resources, located in the Dilworth Administration Building, Room 105, 717-871- 4950.

Some other resources include:

- State Employee Assistance Program 1-800-824-4306
- Alcoholics Anonymous - www.aa.org
- Al-Anon - www.nycalanon.org
- Lancaster Crisis Intervention – 717-394-2631
- Narcotics Anonymous - www.na.org
- National Suicide Prevention Lifeline -1-800-SUICIDE (784-2433) or 1-800-273-8255
- National Suicide Prevention – text 988
- US Department of Veterans Affairs Educational Services -1-888-442-4551
- US Department of Veterans Affairs (medical care)-1-800-827-1000
- Center for Health Education and Promotions -717-871-4141
- Millersville University Counseling Center – 717-871-7821
- Millersville University Police -717-871-4357
- Millersville University Health Services -717-871-5250

Program Elements

Even though the University made the difficult decision to move most instruction and co-curricular activities to a remote environment due to COVID 19 global pandemic, the University was able to continue efforts educating the community within the area of AOD. While not an exhaustive list, below are several examples of the programs, services, and initiatives sponsored by the University within the area of alcohol and drug education.

CHAMPS/Life Skills

Athletics conducts two sessions with our first-year students in the areas of the counseling center and Nutrition. Both sessions discuss alcohol/drug education as well as briefly discuss the effects on their body with regard to participation in athletics.

Policy Education

All student-athletes review and sign-off on the substance use policy through ARSM as well as attend a mandatory compliance meeting prior to the start of the season. In the meeting, the policy is discussed. No student-athlete can participate if they do not complete the form through ARMS and attend the mandatory compliance meeting.

Drug Testing

Athletics conducts suspicion based and random drug testing. Due to COVID-19, the program was not conducted during the Spring 20, 20-21 or 21-22 academic years. Random testing returned for the Fall 2022 and will occur in Spring 2023. Due to funding changes at the university, drug testing may not occur after the 22-23 academic year.

Alcohol and Other Drug Counselor Prevention Programs

During the 2020-2021 academic year, the AOD counselor presented different outreach education sessions to a variety of different student populations such as Greeks, athletics, Freshman class, CHEP peer educators and classroom classes. Several hundred students attended these events.

Peer Education

As peers are one of the most significant sources of health information among college students, Millersville University hires, trains and evaluates undergraduate peer educators. In 2020-2021, CHEP employed 30 and in 2021-2022, CHEP employed 11 peer educators. Alcohol and other drug information is infused in sexual and relationship violence and mental health programming efforts. Peer to peer programming takes place through educational outreach, lifestyle programs, and awareness events. Student-athletes and students involved in a fraternity or sorority provide peer to peer programming within their respective communities.

During the 2021-2022 school year, Wellness Wednesday educational events were held weekly reaching up to 86 students weekly. Topics covered included signs and symptoms of addiction and risk reduction strategies for how to drink in a more responsible way.

A graduate-level Student Wellness Advocate is available throughout the week to provide guidance and refer students to necessary resources including alcohol and other drugs related topics. Through active listening, the Wellness Advocate provides wholistic support to students to help bridge the gap between existing barriers to wellness while utilizing problem-solving skills to reach the student's goals. In 2020-2021, CHEP employed 2 Wellness Advocates and in 2021-2022, CHEP employed 3 Wellness Advocates.

In 2021-2022, CHEP employed three graduate assistants to assist with leadership, guidance, and training of the peer educators.

Social Programming, Extracurricular, and Recreational Opportunities

The over 180 student clubs, campus recreation, and intercollegiate athletic teams provide a wide range of social and recreation opportunities for the university community. All of these activities and any event where funding from the Student Government Association, are alcohol-free.

MU Employee Wellness Program

The Millersville University Wellness Program has been designed to educate, encourage, and inspire the faculty and staff to achieve and maintain a healthy lifestyle by providing information and resources to promote better overall health and wellness. An example of an initiative is the Take a Hike program.

New Employee Orientation

The Office of Human Resources conducts monthly orientation sessions for new employees. State Employee Assistance Program (SEAP) is one of the programs reviewed during the employee benefit presentation, increasing awareness of this valuable resource.

Supervisor Training

In January 2020, the Office of Human Resources conducted a *Using SEAP in Supervision* professional development session for dining, housekeeping, and facilities supervisors. A review of the SEAP benefit and the role this program may play in addressing behavioral issues and fitness for duty guidelines were among the program's learning objectives.

Wellness Fair

CHEP hosts an annual student wellness fair. The goal of the wellness fair is to provide education, resources, and services available to students on campus and in the local community. The fair broadly encompasses all dimensions of wellness and various health topics. There is also specific education and resources provided on alcohol and other drugs.

The Wellness Fair did not occur in 2020 due to COVID. On October 6, 2021, the annual

Wellness Fair was held on the Student Memorial Center Promenade. 311 students and community members learned about resources, developed a better understanding of wellness, and learned about different approaches to wellness. There were 29 vendor tables present from both the university and community.

Campus Life Programming

The mission of "Ville After Dark" was to provide students with frequent, safe, substance-free, and engaging late night activities that take place on the weekends. Ville After Dark worked in collaboration with student organizations, campus departments and local businesses to develop and support late night programs. The Ville After Dark programming title ended in 2018, but these efforts continue. The Department of Campus Life, in partnership with University Activities Board, and student club and organizations provide activities and seeks to educate and empower students to plan and participate in socially responsible programming both on and off campus.

New and Transfer Student Orientation

All students new to the University are required to participate in a multiple day orientation program at the beginning of the fall semester, which offers programs and activities that provide information, education, and assistance in transitioning to Millersville University. Sessions presented by the Office of Student Conduct and Community Standards and the Millersville University Police Department include information on drug and alcohol abuse and policies, the Student Code of Conduct, relevant local, state and federal laws and violations and sanctions of these laws and policies. Additional information regarding Parental Notification of alcohol violations, the Responsible Action Policy, prevention and personal safety is also provided.

SMC Recreation Center (formally Fitness Center)

The SMC Fitness Center offers a top of the line facility designed to meet the fitness needs of students, faculty, staff, and alumni. General University enrollment fees provide students with access to the Center which is open for expanded hours. Community members not affiliated with the University can take advantage of our services and equipment. For all 2021, there were a 7534 visit to the SMC Recreation Center, During the Spring 2022 semester, there were a total of 35,585 visits to the SMC Recreation Center.

University Housing and Conference Services, Leadership Training and Programming

MU provides leadership positions for over 100 students within the residence halls. These positions include Graduate Assistants, Resident Assistants, and Desk Attendants. All student leaders are required to attend several training sessions before their leadership positions begin and continue throughout the academic year. These trainings provide information on health and safety, including information regarding the responsible use of AOD. It is required that all student leaders have a basic knowledge of and be able to refer

other students to an appropriate resource for numerous issues, including substance use. Additionally, RAs complete programs each semester around three central themes, one of which is wellness. Each theme has a learning outcome associated with it. For wellness, RAs complete programs with learning outcomes associated with AOD, mental health, and holistic wellbeing.

Not Anymore Alcohol and Other Drug Education Portal

The University contracted with Student Success, Inc. to provide the online education program, *Not Anymore: Alcohol and Other Drugs* to all incoming students and select student leaders for the 2018- 2019 and 2019-2020 academic years. Pre- and post-assessment demonstrated a significant increase in general knowledge about alcohol and its associated risks, and positive attitudes to responsible behavior. More specifically, in 2018-2019, 891 students completed *Not Anymore: Alcohol and Other Drugs*. The average pretest score was 57 percent and the average posttest score improved to 84 percent. In 2019-2020 we saw a decrease in student participation due to enrollment. 736 students completed *Not Anymore: Alcohol and Other Drugs*, the online alcohol education portal. The average pretest score was 58 percent and the average posttest score improved to 84 percent.

Bystander Intervention

Peer Education interactive programming included bystander intervention strategies. The learning outcome is to assist students in developing skills and confidence to effectively intervene in risky situations.

Wellness 175 Course

As a graduation requirement, all students need to enroll in and successfully complete Wellness 175 course. This course offers a comprehensive discussion of the dimensions of wellness including such topics as physical fitness, nutrition, psychological well-being, time- and stress-management, STI prevention, sexual violence risk reduction, active bystander interventions, addictive behaviors related to alcohol and other drugs, cultural competence, as well as chronic diseases. Collaboration between Academic and Student Affairs allowed for updating the timing of when the information related to alcohol and other drugs was presented in class. In addition, data from the Student Success portals was utilized to help students learn those areas that were not correctly identified within the portal's posttest. This assisted in providing students with useful skills to appraise risk, reduce harm and understand the effects of alcohol and drug use especially in the context of University life.

Stall Talk

Stall Talk (restroom newsletter) articles were published and included Alcohol and Other Drug and Social Norm information.

Alcohol Awareness Week Activities

To address the increased risk of dangerous drinking and drug use associated with Homecoming, over the past three years the University coordinated its Alcohol Awareness Week with Homecoming events. The Fall 2021 Alcohol Awareness Week included an interactive social media campaign that shared information and statistics about alcohol abuse and awareness in PA as well as an Alcohol Kahoot Game on Zoom and interactive in-person tabling game.

National College Health Assessment

The National College Health Assessment was administered in the Spring 2021 semester to all undergraduate students. A total of 431 students completed the assessment. Separate data reports were obtained for first-year students, students involved in sorority and fraternity life, and student athletes. This data was utilized to inform prevention programming, prioritize programming needs, budget for priority programs, and inform campus partners on the health of our students. An updated launch of this assessment is scheduled for Spring 2023.

Approximately 45.8% of college students described their health as very good or excellent. Students were asked to respond to report their use of alcohol and drugs and their perceived use of alcohol and drugs of a typical student within the last 3 months. The following are results of those responding to the assessment:

60.0% of male students, 65.4% of female students, and 60.0% of trans/gender non-confirming students reported any use of alcohol within the last 3 months. 34.1% of male students, 29.3% female students, and 25.0% of trans/gender non-confirming students reported they never used alcohol.

18.8% of male students, 23.1% of female students, and 40.0% trans/gender non-confirming students reported any use of marijuana within the last 3 months. 65.9% of male students, 64.9% of female students, and 35.0% of trans/gender non-confirming students reported they never used marijuana.

Within the last 3 months, students reported the following factors affecting their ability to do what was normally expected of them because of their usage:

Alcohol use: 5.8%

Cannabis use: 15.1%

AOD Strategic Plan

At the recommendation of the PA State System of Higher Education Alcohol Coalition, a campus specific strategic plan was developed to identify a specific mission, goals and objectives of the AOD abuse prevention program at Millersville University. The work of the strategic plan is executed through action teams assigned to work on each goal area. The Strategic Planning document for the 2020-2023 academic year is:

Vision Statement:

We seek to engage the campus community in awareness of AOD issues, recommend treatment resources and services, support students in recovery, develop and recommend policy, and educate faculty, staff, and students.

Mission Statement:

The Alcohol and Other Drug Task Force of Millersville University will provide a framework for a comprehensive approach to alcohol and other drug abuse prevention and response that contributes to student success and the health and safety of our community.

Goal 1: Develop Clear University-Centered AOD Policies.

Objective 1: Review current Alcohol and Other Drug policies, violations, sanctions, and enforcement strategies against best practice.

Action 1: Collect existing policies, violations, sanctions and enforcement strategies.

Action 2: Identify best practice policies, violations, sanctions and enforcement strategies.

Action 3: Compare best practices to current Millersville practices.

Objective 2: Make recommended changes and/or further development to policies, violations, sanctions and enforcement strategies.

Action 1: Obtain directive from upline administrators on task force responsibilities.

Action 2: Identify which policies, violations, and sanctions are in need of change.

Action 3: Prepare recommendations for review.

Action 4: Work with key stakeholders on policy, violation, sanction and enforcement strategy recommendations.

Objective 3: Obtain approval of updated policies, violations, sanctions and enforcement strategies.

Action 1: Determine appropriate approval process.

Action 2: Develop presentation/ proposal to approving body.

Action 3: Schedule a meeting with approving body and present recommendations.

Action 4: Refine recommended policy, violation, sanction and enforcement strategy revisions as needed.

Objective 4: Disseminate updated policy, violations, sanctions and enforcement strategies to the campus community.

Action 1: Create an effective communication plan for delivery.

Action 2: Determine areas in need of additional training.

Action 3: Develop a publication and/or online resources containing information regarding employer's AOD policies and hiring practices.

Goal 2: Recommend Evidence-Based Intervention, Treatment, and Services for Ongoing Recovery Support.

Objective 1: Review available campus AOD interventions and recovery support services.

Action 1: Assess the quality of internal service provider care.

Action 2: Identify gaps in campus services.

Action 3: Understand referral process to campus intervention services.

Action 4: Ensure promotion of services within the campus community.

Objective 2: Examine current relationships with external service providers.

Action 1: Identify external service providers.

Action 2: Assess the quality of external service provider care.

Action 3: Create MOU agreements with desired community service providers.

Objective 3: Establish new relationships with external service providers.

Action 1: Identify external service providers.

Action 2: Assess the quality of external service provider care.

Action 3: Create MOU agreements with desired community service providers.

Goal 3: Establish A Progressive AOD Knowledge and Prevention Education Model.

Objective 1: Develop a four-year curriculum prioritizing initiatives.

Action 1: Research best practices based on national standards.

Action 2: Examining peer institution programming.

Action 3: Align initiatives with Millersville University strategic plan.

Action 4: Creating four-year curriculum.

Action 5: Obtaining feedback from key stakeholders.

Action 6: Work collaboratively with faculty to suggest curriculum infusion regarding AOD. Create a training program for faculty to encourage curriculum infusion.

Objective 2: Identify existing programs and processes.

Action 1: Develop tool for data collection.

Action 2: Compile information on existing programs and processes.

Action 3: Identifying student perceptions of existing efforts.

Objective 3: Determine where existing efforts align with education model.

Action 1: Comparing best practice model to existing efforts.

Action 2: Assigning existing programs to appropriate place within the model.

Action 3: Catalogue gaps in programming.

Objective 4: Assess identified gaps and develop further education programs.

Action 1: Identify missing programming.

Action 2: Identify who is responsible for providing missing educational pieces.

Action 3: Engage students and faculty in AOD research and the development of further education programs.

Objective 5: Work with Human Resources to ensure ongoing AOD education for university employees.

Action 1: Advocate for additional resources and staffing dollars.

Action 2: Identify current training efforts.

Action 3: Identify opportunities for additional and ongoing training.

Action 4: Identify areas of assistance and resources for employees.

Goal 4: Assess Ongoing AOD Efforts, Task Force Membership, and AOD Initiatives Moving Forward.

Objective 1: Develop assessment schedule for ongoing review of each goal of the strategic plan.

Action 1: Include program evaluations in all aspects of strategic plan implementation.

Objective 2: Annually evaluate the composition of the AOD Task Force.

Action 1: Articulate the role of the AOD Task Force and each of its members.

Objective 3: Seek additional funding opportunities to support the efforts of the strategic plan.

Action 1: Explore and apply for external grant opportunities.

Action 2: Identify opportunities to offer professional development opportunities and grant funding to support campus AOD projects and research.

PASSHE Alcohol and Other Drug Coalition

Several members of the University participate in efforts coordinated by the PA State System of Higher Education to strategically address AOD prevention, intervention and policy efforts through a concerted effort across the system.

Summary of AOD Program's Strengths and Challenges

Strengths:

- Staff with strong commitment, energy and enthusiasm for prevention work.
- Good communication between University departments regarding alcohol

related issues and events.

- The prevention program at the University has a cross section of support from the campus. Faculty, staff, and students are involved and invited to provide input on the development, and continuous improvement, of the program.
- Alcohol and other drug issues are seen as vital to student success.
- Strong support from the Vice President of Student Affairs
- Prevention efforts, *AOD Student Wellness training*, embedded in Orientation of New to Millersville students.
- Excellent clinical work in the substance abuse area by AOD Counselor/Faculty at the Counseling Center.
- Participation in the PASSHE Coalition of Universities.
- There are assessment measures in place to evaluate the program, and there is an effort to utilize assessment to improve the program. Example includes participation in American College Health Association's National College Health Assessment (NCHA).
- Early intervention that includes high visibility programming for first-year students.
- Increased engagement and risk management with Fraternity and Sorority Life. Continued use of the GCAT standards rating system with Fraternity and Sorority Life chapters on campus.
- Strong and vigilant enforcement by Millersville University Police. Strong support and participation in prevention efforts by the Chief of Police. In addition, community policing model is a staple of Millersville University Police department.
- Consistent education and enforcement of AOD policies by Resident Assistants and other University Housing and Conference Services.
- Support from key members from Wellness and Sports Sciences Program to work collaboratively both in and out of the classroom.
- Strong Peer Health Education program through the Center for Health Education and Promotion.
- Funding from grants and university dollars to support the program.
- The linkage to the student conduct process that focuses on treatment and creates a system to monitor and track students who are identified through the student conduct process.
- Update and implementation of the Responsible Action Policy.
- Implemented medical marijuana policy.

Challenges:

- Ensure that AOD prevention efforts continue through the turnover of key personnel.
- How to better embed AOD topics into the four-year curriculum.

- With all that we are doing, AOD abuse remains a significant concern.
- Intervention efforts extend beyond when a student violates a university policy.
- Finding effective communication streams with students to provide AOD education, policies and resource information.
- Narrow down to better understand the trends of AOD use.
- Continue to ensure the use of best practices with AOD educational offerings and interventions.
- Improve the peer education program to address bystander intervention.
- Align AOD program goals with the University's strategic plan.
- Improving engagement of students in the work of Alcohol and Other Drug Task Force.
- Continue to stay current on best practices with policies related to Alcohol and Other Drug.
- Expand efforts within the areas of recovery, support, and space.

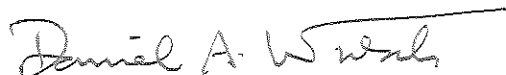
Recommendations for revising AOD programs:

1. Guided by the Division of Student Affairs and the Pennsylvania State System of Higher Education AOD Coalition, the University will continue with ongoing goals and objectives, as prioritized by the AOD Task Force at Millersville University.
2. Enhance use of assessment data including campus data collected from the National College Health Assessment to shape future program development and social norms campaigns for students.
3. Aligned with the University's strategic plan, revitalize and reimagine the AOD Task Force's members and achievements with the campus community.
4. Increase AOD outreach efforts to include transfer students, commuters, nontraditional age students, graduate students, and students living off campus.
5. Explore external funding streams to enhance AOD efforts.
6. Update and review current AOD policies and incorporate tobacco.
7. Faculty and staff education to support students.
8. Explore increase education, training and administering Narcan.
9. Physical copies of the report are located in key offices (e.g., Office of Student Affairs, Provost, Office of Human Resources).

Dissemination of Drug Free Schools Report

Pertaining to Drug Free Schools and regulations (Edgar Part 86) information, Millersville University disseminates and ensures receipt of related policy/information to students on an annual basis. This process is conducted by notification twice a year through distribution of email. If individuals do not acknowledge the receipt and understanding, reminder emails are sent monthly until the individual completes.

Respectfully submitted,

A handwritten signature in cursive script, reading "Daniel A. Wubah".

Dr. Daniel A. Wubah
President

A handwritten signature in cursive script, reading "Mary Beth Williams".

Dr. Mary Beth Williams
Vice President for Student Affairs

A handwritten signature in cursive script, reading "Thomas J. Richardson".

Thomas J. Richardson
Associate VP for Student Affairs

A handwritten signature in cursive script, reading "Margaret A. Thorwart".

Margaret A. Thorwart
Director of the Center for Health Education and Promotion