



Drug-Free Schools and Campuses
Regulations [Edgar Part 86] Biennial Review:
Academic Years 2018-2019 and 2019-2020

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Biennial Review Process

Dana Cullum, Counselor/Alcohol and Other Drugs (AOD) programmer, formed a committee to participate in the review process. The members of the review committee include:

- Christian Meddars, Associate Director of Student Life/Greek Life
- Kevin Nolan, Judicial Affairs
- Carla Hayes, Director of Human Resources
- Kevin Kerr, Director of Housing
- Hoss Brown, Director of Diversity Initiatives
- Brandon Aiken, Assistant Athletic Trainer
- Deri Wills, Director of Assessment for Student Affairs
- Jason Zike, University Chief of Police
- Cindy Gelinas, Director of Counseling/Student Health/Disability Services

The committee met on the following dates:

- December 8, 2020
- December 15, 2020

The following documents and programs were considered when compiling the biennial review:

- Counseling Services
- University Police
- University Housing
- Student Life
- Judicial Affairs
- Student Health Center
- Human Resources
- Athletics

The following documents and programs were considered when compiling the biennial review:

- EBI Survey Results
- Student Handbook- University Policies
- Annual Security and Fire Safety Report
- Student Conduct Data

Responses to the EDGAR 86 Compliance Checklist

1. USC Aiken maintains a copy of drug prevention programs in the Counseling Center. “Think About It” by Campus Clarity is a program that covers alcohol/other drugs education, sexual assault awareness, and healthy relationships. Campus Clarity is a required online program that incoming students aged 30 years old and under must complete by the start of classes each semester. However, the contract for Campus Clarity ended during Spring 2020 and there were many changes on campus due to COVID-19 and students transitioning to remote instruction. The peer educators provided services throughout the semester by offering programs about consent and alcohol and other drugs along with media awareness through social media. The AOD educator also provided information about high risk drinking through Student News weekly while the students were receiving remote instruction. The AOD continues to provide information monthly. Judicial Affairs refers students with alcohol/other drug sanctions to the Counseling Center to complete education programs. Group sessions are generally for first time offenses: Choices, alcohol or marijuana. Individual motivational interviewing is used with second offenses: BASICS (Alcohol) and CSI (Marijuana). Students with continuing offenses are referred for an assessment to our local alcohol/drug treatment center: The Aiken Center. After being assessed by the Counseling Center, if a student indicates a need for further treatment, he or she will also be referred to The Aiken Center.
2. Human Resources annually sends faculty and staff a handout describing USC Aiken’s alcohol policy and information on alcohol misuse. Information is also made available via the online Human resources website. Any necessary referrals are made to the local EAP program.

USC Aiken has standards of conduct prohibit unlawful possession, use, or distributions of illicit drugs and alcohol on its property or as a part of its activities. Students are provided with alcohol and drug policies while taking the required online program and must sign that they have read those policies in order to move forward in the training. During orientation, students are made aware of alcohol and drug policies at the safety session which is required. A housing community guide is provided to all students living in the residence and it also provides information about student conduct and alcohol and policies. Members of all organizations at the university are also made aware of the on-campus/off campus alcohol and drug policies. Handbooks are given to organization advisors.

A description of the health risks associated with alcohol and drug use is given to faculty and staff. Previously, the student handbook contained the health risks but it was inadvertently removed when policies were being updated. During the biennial review process, we were able to correct this and check for updated websites and links to important materials.

Legal sanctions, referral resources, and disciplinary sanctions are a part of the online alcohol and drug policies for faculty, staff, and students.

3. Materials are sent via email, and the students are also provided links to access the student handbook. If students live on campus, they are provided a paper copy of the alcohol and drug policy in the Housing Community Guide.
4. The means of distribution provides reasonable assurance that each student receives the materials annually.
5. The institution ensures that all students receive the material no matter the enrollment date because they will each have an invitation email and be required to complete Campus Clarity. The admissions office has a checklist on their website that students are also encouraged to follow. The checklist includes the reminder to do the Campus Clarity training.
6. Human Resources distributes information to faculty and staff by mailing to the on-campus post office boxes, required online trainings and during the new employee orientation.
7. The means of distribution listed above provide reasonable assurance that each staff and faculty member receive materials annually.
8. The University has ongoing new employee orientation that provides the information about the policies, and this ensures that new employees are given the materials throughout the year, no matter the date of hire.
9. The University has several measures in place that assess our prevention efforts, encourage implementing new information, and ensure sanctions are enforced. This is a collaboration of several entities on campus:

Counseling Center- <https://www.usca.edu/counseling-center>

Healthy 4 Life Peer Educators- <https://www.usca.edu/counseling-center/programs/peer-educators>

Athletics (NCAA requirements) - <https://pacersports.com/sports/2016/4/8/usc-aiken-compliance.aspx>

Judicial Affairs- <https://www.usca.edu/judicial-affairs>

University Police- <https://www.usca.edu/university-police>

Student Health Center- <https://www.usca.edu/student-health-center>

Housing- <https://www.usca.edu/housing>

Students are routinely asked to complete surveys. Housing staff asks students annually to complete the EBI Survey, and the Counseling Center asks students every two years to complete an Alcohol/drug survey called the Core Survey. The results of the Core Survey are used in social norming when the Peer Educators conduct programs throughout the year. The Core Survey is optional and was not completed during this calendar year with the many changes from COVID-19. Focus groups and intercept interviews are not done although the Student Government Association garnered support for including an Amnesty/Good Samaritan policy and allowing organizations to have alcohol on campus

under strict guidelines. *see attached policies. The Peer Educators conduct two annual programs with either an alcohol speaker or their own program (Sex on The Big Screen – discusses alcohol and sex, Don't Leave it up To Luck – safe spring break, etc.). Smaller alcohol programs are conducted by the Peers in Housing each semester. The Peers distribute information (low risk use, BAC levels, “mocktails”, etc..) at tables during the semester. Information is also distributed at large events such as Oktoberfest. The Stall Wall is used during the semester to report alcohol stats, binge drinking, and healthy tips. The Peers and the Counseling Center also conduct the National Alcohol Screening Survey every year with students serving over 40 participants.

Students who are required by sanction to receive an assessment at our local outpatient alcohol/drug treatment center are initially referred to the USC Aiken Counseling Center to make that referral. Appropriate releases are signed by the students with the Counseling Center doing any necessary follow up which is reported during the bimonthly judicial meetings. The success of the imposed disciplinary sanctions by Judicial Affairs is reviewed every two weeks at the Judicial Affairs meeting. New Maxient reports are discussed with possible recommendations and referrals as well as follow up with previous students with sanctions.

10. As of 2017, the Counselor/AOD programmer was responsible for the Biennial Review. Before that time, the Director of Student Life & Services maintained the review.
11. The review summary will be held by the Director of Student Life and maintained by the AOD Programmer. If requested, the review summary will be made available at any time.
12. The review summary will be located in two areas:

Dana Cullum
Counselor/AOD Educator
Counseling Department
(803) 641-3609
CindyG@usca.edu

Ahmed Samaha
Director of Student Life & Services
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EDGAR 86 Appendix 6: Supplemental Checklist

A. Alcohol Free Options

1. Almost all programs offered on USC Aiken campus are alcohol-free events. Service learning is advertised and encouraged. Community service work is a part of the Critical Inquiry class required for all entering freshmen. The campus Student Activities Center, Wellness Center, Starbucks, are all alcohol-free settings and have expanded hours on the weekends. Alcoholic beverages are not promoted at campus wide events.
2. Our campus creates a social, academic, and residential environment that promotes health and wellness. We encourage a Healthy 4 Life (environment, body, physical, and mind) philosophy for all areas of campus. When programs are planned, it is recommended that they encompass one or more of these components. Students are educated with positive healthy norms (discouraging hazing, alcohol, drugs, body shaming, etc.). Leadership training is required for 2 members of each campus organizations (over 200). Student Leaders, Resident Mentors, Athletes, Pacesetters, and Peer Educators are just a few of the students that promote healthy behaviors and mentor fellow peers. Social media (Facebook/Twitter), Stall Wall, Digital displays, Housing Dish bulletin, and flyers are some of ways health messages are promoted. The Counseling Center /AOD Educator sends out Brad 21(Be Responsible About Drinking, Inc.) Cards for students turning 21. The Peer Educators have programs: “Before One More” (alcohol program), “Sex on the Big Screen,” and “Science of Addiction and Recovery.” The Counseling Center also collaborates with The Aiken Center (the local center for substance abuse treatment). Students were offered a chance to use drunk goggles and walk the line with deputies from USC Aiken and The Aiken County Sheriff’s Department.
3. The USC Aiken campus limits alcohol availability. Alcohol is prohibited in public places, but a student of the age 21 can have in their dorm. Student organizations can have alcohol at a function if it is approved by the Alcohol Review Committee. Alcohol policy are organizations are attached. The campus does not sell alcohol. Our food service vendor is responsible for serving, checking Id’s, and obtaining alcohol license. No alcohol events are allowed at the end of the semester/finals. No kegs are allowed on campus. Special functions requested by the Chancellor allows staff to pour beer and wine.
4. All marketing and promotion of alcohol is limited, and flyers must be approved in the Student Life & Services office. Beer is served at USC baseball games and the occasional end of year commencement receptions. Alcohol industries are not allowed to advertise on campus although shot glasses, beer and wine glasses can be sold in the bookstore.
5. The campus Alcohol/other drug and student organization policies are very clear on campus rules as well as local laws. See attached policies and sanctions.

B. AOD program goals

- Provide quality care to students
- Update alcohol and drug materials for students
- Attend programs to remain updated with drug and alcohol trends
- Add new programs for Peer Educators to collaborate with housing staff and local community resources for larger programming
- Find additional funding for surveys for the university to collect more information about campus alcohol/drug use

C. Summaries of AOD Program Strengths and Weaknesses

- Strengths- Students have been able to meet with the Counselor/AOD Educator to complete sanctions in a timely manner
- Weaknesses- Some of the material used for the AOD programs is outdated, and information related to AOD is constantly changing and updating.

D. AOD policy (<https://www.usca.edu/policies/student-affairs-policies/astaf-104>)

1. The AOD Policy includes campus guidelines, local laws, possible sanctions, parent notification policy, health risks and treatment resources.
2. The AOD Policy is distributed in various ways – new student orientation, email, online training, online student handbook, housing bulletin, staff & faculty orientation.

E. Recommendation:

1. Continue to update AOD material
2. Have students to complete the CORE Survey and research additional surveys to collect more information from students related to AOD use
3. Explore/assess the impact of COVID-19 on student alcohol and substance use
4. Continue to build community relationships to enhance programming for alcohol and substance use awareness
5. Utilize information from the AlcoholEdu program

Notification Process

The Family Educational Rights and Privacy Act is a Federal law designed to protect the privacy of a student's education records. The law applies to all schools which receive funds under an applicable program of the U.S. Department of Education.

In 1998, changes in the law that governs the privacy of student records, FERPA permitted colleges and universities to inform the parents/guardians of students under the age of 21 when they determined the student violated University alcohol and drug policies. We at the University of South Carolina Aiken believe such notification can help us in educating our students. While we constantly strive to educate and empower students to make more responsible decisions about drug and alcohol usage, we know that the support of parents/guardians in this process is critical.

The University of South Carolina Aiken typically exercises its right to notify parents/guardians of students under 21 in the following situations:

- Cases involving drug violations
- Repeat or serious alcohol violations

The University also reserves the right to notify parents/guardians for first alcohol violations if deemed appropriate.

Annual Notification Process

The University of South Carolina Aiken provides annual notification to all students, faculty, and staff of its alcohol and other substance policy through email distributed through Human Resources and Student Affairs. This notification includes direct links to the following university policies related to the following issues:

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees
 1. <http://www.sc.edu/policies/ppm/hr101.pdf> (Faculty & Staff)
 2. <https://www.usca.edu/judicial-affairs/non-academic-code-of-conduct> & <https://www.usca.edu/counseling-center/policies/student-drug-use-policy> (Students)
2. A list of applicable legal sanctions under federal, state, or local laws for the unlawful possession or distribution of illicit drugs and alcohol
 1. **Federal sanctions include:**
 - <https://www.law.cornell.edu/uscode/text/21/844>
 - <https://www.criminaldefenselawyer.com/crime-penalties/federal/Possession-Controlled-Substance.htm>
 2. **State of South Carolina sanctions include:**
 - It's a misdemeanor to possess lysergic acid diethylamide (LSD) or a Schedule I or II narcotic controlled substance category in SC. Penalties

differ depending on the number of offenses. If this is your first offense, a fine of up to \$5,000 or two years in jail or both is the penalty. Marijuana is a Schedule I drug.

- A second offense is a felony. The fine is as much as \$5,000 or up to five years in prison or both.
- Each successive offense raises the fine, though not the jail time. Three offenses or more is a fine of up to \$10,000, and up to five years in prison or both.
- Other Schedule I, II, III, IV, or V controlled dangerous substance is a misdemeanor for possession, with the exception of cocaine. A first offense penalty is a fine of up to \$1,000 or up to six months in jail or both.
- A second offense or more incurs fines of up to \$2,000 or up to one year in jail or both.
- A first offense of cocaine possession is a misdemeanor. The fine is up to \$5,000 or up to three years in prison or both. As with the other narcotics, a second offense is a felony.
- The penalty carries a fine of up to \$7,500, as much as three years in prison or both. A third offense or more of cocaine possession has a penalty of up to \$12,500 or up to 10 years in prison or both.
- If you're caught in possession of more than one gram of cocaine, judges presume [intent to sell](#). This carries harsher penalties.

3. A description of the health risks associated with the abuse or use of illicit drugs

1. <https://www.usca.edu/counseling-center/topics-issues/drugs>

4. A list of drug and alcohol programs (counseling, treatment, rehabilitation, and re-entry) that are available to students and employees

1. <https://www.usca.edu/counseling-center/policies/alcohol-and-drug-abuse-programs>.
2. <https://www.mygroup.com/> (Our Employee Assistance Provider for Faculty and Staff)

5. A clear statement that the Institution of Higher Education (IHE) will impose disciplinary sanctions for the violations of these standards of conduct and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution.

1. <https://www.usca.edu/judicial-affairs/non-academic-code-of-conduct>

The University of South Carolina Aiken will impose a variety of sanctions if a student has violated the Student Code of Conduct. Sanctions are determined by a preponderance of the evidence in the context of 3 criteria: the severity of the

infraction, the case history of the student, and the cooperation of the student during the conduct process.

- a) Sanctions can include, but is not limited to: Probation, Social Probation, Online Education, Fines, Research Papers, Loss of Campus Privileges, Mandatory Drug Testing, Required Alcohol-Drug Counseling, Residence Hall Relocation, Residence Hall Suspension, Suspension and Expulsion.

2. <http://www.sc.edu/policies/ppm/hr139.pdf>

The University of South Carolina Aiken will impose sanctions if an employee violates HR Policy 1.39 (Disciplinary Action and Termination for Cause). Sanctions could range from suspension to dismissal.

Research Methods and Data Analysis

Educational Benchmarking, Inc (EBI) Data

The EBI assessments provide targeted, analysis-backed insights to measure performance and guide improvement efforts to enhance the overall quality of the student experience and help each student thrive. The results below are related the students' overall understanding of consequences associated with substance use.

Q103. Risk Behaviors - As a result of your on-campus housing experience, you better understand the negative consequences of: Alcohol use

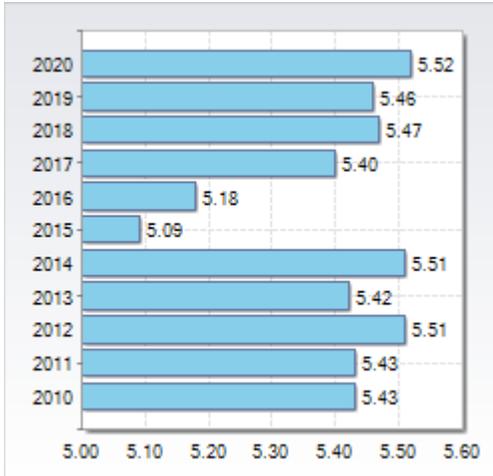
Scale: (1) Strongly disagree, (2), (3), (4) Neutral, (5), (6), (7) Strongly agree, Not applicable



	N	Mean	Difference	Std Dev
2020	359	5.48	0.00	1.87
2019	586	5.44	0.04	1.85
		Mean	Difference	
2018		5.41	0.07	
2017		5.43	0.05	
2016		5.22	0.26	
2015		5.10	0.38	
2014		5.54	-0.06	
2013		5.33	0.15	
2012		5.45	0.03	
2011		5.46	0.02	
2010		5.48	0.00	

Q104. Risk Behaviors - As a result of your on-campus housing experience, you better understand the negative consequences of: Drug use

Scale: (1) Strongly disagree, (2), (3), (4) Neutral, (5), (6), (7) Strongly agree, Not applicable



	N	Mean	Difference	Std Dev
2020	356	5.52	0.00	1.93
2019	584	5.46	0.06	1.94
		Mean	Difference	
2018		5.47	0.05	
2017		5.40	0.12	
2016		5.18	0.34	
2015		5.09	0.43	
2014		5.51	0.01	
2013		5.42	0.10	
2012		5.51	0.01	
2011		5.43	0.09	
2010		5.43	0.09	

Alcohol and Drug Policy Violations Data

FY 2019-2020 SANCTIONS

Alcohol and drug violations at UofSC Aiken during FY 2019-2020 resulted in the following sanctions:

Drug Cases

Choices - Drugs Class	11
CSI Drug Program	2
Written Paper	7
Written Warning	9
Random Drug Testing	0
Disciplinary Probation	7
Drug-related Fatalities	0

Alcohol Cases

Basics Alcohol Class	1
Choices - Alcohol Class	21
Disciplinary Probation	0
Written Paper	12
Written Warning	13
Alcohol-related Fatalities	0

This information can be found at <https://www.usca.edu/judicial-affairs/non-academic-code-of-conduct>

Policy and Enforcement of Disciplinary Sanctions

The University delegates to the University Judicial Board the authority and responsibility for conducting hearings for students accused of violations of the Academic and Non-Academic Conduct Code.

Judicial Affairs supports the academic mission of the University by providing services designed to meet the educational and developmental needs of students. Judicial Affairs seeks to promote community standards, civility, respect for others, respect for self, and appreciation for being a member of the academic community of the University of South Carolina Aiken and the responsibilities it entails.

To accomplish this, Judicial Affairs promotes and enforces policies designed to foster a positive and safe learning community. Judicial Affairs respects the integrity of students by protecting student rights and insuring basic fairness in enforcing University regulations.

The discipline system extends and applies the general principles of the Statement of Student Rights and Freedoms within the academic community to specific actions and responsibilities of students and student organizations at the University of South Carolina Aiken. It accepts the proposition that “academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society, and that free inquiry and free expression are indispensable to the attainment of these goals.

As such the University strives to maintain an educational community which fosters the development of students who are ethically sensitive and responsible persons.

The University of South Carolina Aiken strives to protect this educational community and to maintain social discipline among its students. Consistent with its purposes, reasonable efforts will be made to foster the personal and social development of those students who are held accountable for violations of university social regulations.

The purpose of this document is to set forth the specific authority and responsibility of the university in maintaining social discipline, the educational process of determining student and student organization accountability for violating the regulations, and the proper procedural safeguards to be followed in this process to insure fundamental fairness and protect the students and student organizations from unfair imposition of serious penalties and sanctions.

Application of Laws and Regulations

Students should be aware that educational institutions are not sanctuaries beyond the reach of the criminal laws of the communities and states where such institutions exist. While the rules and regulations of the University of South Carolina Aiken are not meant to duplicate general laws, there are some aspects in which the lawful interest of the institution as an academic community coincide with the broader public interests treated in general laws. Students who commit offenses against the laws of municipalities, states, or the United States, are subject to prosecution by those authorities and may be subject to disciplinary action under university rules when their conduct violates institutional standards.

Students, no less than other citizens, are entitled to be secure in their persons, lodgings, papers, and effects against unreasonable searches and seizures. Searches and seizures by law enforcement personnel incident to investigations or arrests and conducted only under proper warrant. This does not prohibit normal inspections of facilities for maintenance, health, or safety purposes. Note: University Housing policies allow for the entrance and inspection of student housing units if there is reason to believe that a violation of law or university policy exists, or for life safety and/or emergency circumstances.

Students enjoy the same freedoms of speech and peaceable assembly as all citizens, but they are under certain legal obligations in the exercise of these freedoms by virtue of their membership in the university community. Expression may be subjected to reasonable regulations of time, place, number of persons, and form under established regulations. Expression in the form of action that materially interferes with the normal activities of the institution or invades the rights of others is prohibited. The university is pledged to protect lawful exercise of the rights of free speech and assembly and will invoke appropriate legal and disciplinary sanctions when necessary in the pursuit of this goal.

Students who are apprehended and charged by law enforcement agencies with felony criminal conduct on or off campus are required to inform the Assistant Vice Chancellor for Student Life within five days.

Judicial Process

The standard of proof required in university judicial processes differs from that required in criminal judicial processes. In university judicial processes, the standard of proof required to find a person responsible for a violation is that of the preponderance of the evidence. That is, if the evidence provided indicates that “more likely than not” the violation occurred, the student will be held accountable for that violation. This policy can be read in full in the Student Handbook, on pages 34-46. <https://www.usca.edu/student-affairs/handbook/file>

The University of South Carolina Aiken, as an institution of higher education, accepts its obligation to provide for its students, faculty, and staff an atmosphere that protects and promotes its educational mission and guarantees its effective operation. To accomplish these goals, the university requires certain standards of conduct. All students, faculty, and staff at the university share the responsibility to respect:

- The fundamental rights of others as citizens;
- The rights of others based upon the nature of the educational process;
- The rights of the institution;
- The rights of everyone to fair and equitable procedures for determining when and upon whom sanctions for violations of University standards should be imposed.

The Student Judicial Policy is the essential component in guaranteeing due process for students at the University of South Carolina Aiken. This policy describes procedures for addressing: 1) Violations of the Academic Code of Conduct; and 2) Violations of the Non-Academic Code of Conduct, including violations by student organizations. Each of these processes is addressed in a separate section of this document. Procedures for redress in cases of sexual harassment are outlined in the USC Sexual Harassment Policy, which can be found at: www.sc.edu/policies/eop102.html. Paper copies can be obtained from the Human Resources office.

Consistency of Enforcement of Disciplinary Sanctions

Students are referred to pages 29-50 in the student handbook for the non-academic code of conduct violations <https://www.usca.edu/student-affairs/handbook/file>. Procedures for Responding to Violations of the Non-Academic Code of Conduct are found on page 36.

Websites that address University Alcohol and Other Drug Policies:

Judicial Affairs: Non-Academic Code of Conduct

<https://www.usca.edu/judicial-affairs/non-academic-code-of-conduct>

Use of alcoholic beverages on campus

<https://www.usca.edu/policies/student-affairs-policies/astaf-104>

Use of drugs by students

<https://www.usca.edu/policies/student-affairs-policies/astaf-107>

Student Tailgate Policy

<https://www.usca.edu/policies/student-affairs-policies/astaf-112>

Good Samaritan/Medical Amnesty Policy

<https://www.usca.edu/policies/student-affairs-policies/astaf-113>

Judicial Process

<https://www.usca.edu/student-affairs/handbook/file>

EDGAR PART 86 Compliance Checklist

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

1. Does the institution maintain a copy of its drug prevention program? Yes No

If yes, where is it located? _____

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

a. Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities
Students: Yes No Staff and Faculty: Yes No

b. A description of the health risks associated with the use of illicit drugs and the abuse of alcohol
Students: Yes No Staff and Faculty: Yes No

c. A description of applicable legal sanctions under local, state, or federal law
Students: Yes No Staff and Faculty: Yes No

d. A description of applicable counseling, treatment, or rehabilitation or re-entry programs
Students: Yes No Staff and Faculty: Yes No

e. A clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions
Students: Yes No Staff and Faculty: Yes No

3. Are the above materials distributed to students in one of the following ways?

a. Mailed to each student (separately or included in another mailing)
Yes No

b. Through campus post offices boxes Yes No

c. Class schedules which are mailed to each student Yes No

d. During freshman orientation Yes No

e. During new student orientation Yes No

f. In another manner (*describe*)

4. Does the means of distribution provide reasonable assurance that each student receives the materials annually? Yes No
5. Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution? Yes No
6. Are the above materials distributed to staff and faculty in one of the following ways?
- a. Mailed
Staff: Yes No Faculty: Yes No
 - b. Through campus post office boxes
Staff: Yes No Faculty: Yes No
 - c. During new employee orientation
Staff: Yes No Faculty: Yes No
 - d. In another manner (*describe*) _____
7. Does the means of distribution provide reasonable assurance that each staff and faculty member receives the materials annually?
Staff: Yes No Faculty: Yes No
8. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?
Staff: Yes No Faculty: Yes No
9. In what ways does the institution conduct biennial reviews of its drug prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?
- a. Conduct student alcohol and drug use survey
 - b. Yes No
 - c. Conduct opinion survey of its students, staff, and faculty
Students: Yes No Staff and Faculty: Yes No
 - d. Evaluate comments obtained from a suggestion box
Students: Yes No Staff and Faculty: Yes No
 - e. Conduct focus groups
Students: Yes No Staff and Faculty: Yes No
 - f. Conduct intercept interviews
Students: Yes No Staff and Faculty: Yes No

g. Assess effectiveness of documented mandatory drug treatment referrals for students and employees Students: Yes No Staff and Faculty: Yes No

h. Assess effectiveness of documented cases of disciplinary sanctions imposed on students and employees
Students: Yes No Staff and Faculty: Yes No

i. Other (*please list*)

10. Who is responsible for conducting these biennial reviews?

11. If requested, has the institution made available, to the Secretary and the public, a copy of each requested item in the drug prevention program and the results of the biennial review? Yes No

12. Where is the biennial review documentation located?

Name_ Title

Department _____ Phone _____ E-mail _____

13. Comments

SUPPLEMENTAL CHECKLIST¹

Drug-Free Schools and Campuses Regulations (EDGAR Part 86)

The Drug-Free Schools and Campuses Regulations require an institution of higher education (IHE) to certify it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. **Failure to comply with the Drug-Free Schools and Campuses Regulations may forfeit an institution's eligibility for federal funding.**

EDGAR Part 86 establishes a set of minimum requirements for college substance use programs. Colleges and universities may have additional obligations under state law, including recent court decisions in lawsuits brought against IHEs by college and university students and employees. Consultation with an attorney knowledgeable in this area is highly recommended.

A. Description of the AOD Program Elements

1. Alcohol-Free Options

How does your campus provide an environment with alcohol-free options? Please check all that apply:

- Alcohol-free events and activities are created and promoted.
- Student service learning or volunteer opportunities are created, publicized, and promoted.
- Community service work is required as part of the academic curriculum.
- The campus offers a student center, recreation center, coffeehouse, or other alcohol-free settings.
- The student center, fitness center, or other alcohol-free settings have expanded hours.
- Nonalcoholic beverages are promoted at events.
- Does not promote alcohol-free options.
- Other: _____

Examples of campuses that offer alcohol-free options can be found at www.higheredcenter.org/ideasamplers: Pennsylvania State University, Ohio State University, and University of North Carolina.

¹This checklist can be found online at www.higheredcenter.org/dfsca/supp-checklist.html.

2. *Normative Environment*

How does your campus create a social, academic, and residential environment that supports health-promoting norms? Please check all that apply:

- College admissions procedures promote a healthy environment.
- The academic schedule offers core classes on Thursdays, Fridays, and Saturdays.
- Exams/projects increasingly require class attendance and academic responsibility.
- Substance-free residence options are available.
- The campus encourages an increase in academic standards.
- Faculty and staff are educated about behavioral indicators, student norms, and cultural attitudes related to high-risk or illegal alcohol use.
- Faculty and staff are educated about behavioral indicators, student norms, and cultural attitudes related to illicit drug use.
- Faculty are encouraged to engage in a higher level of contact with students.
- Students are educated about misperceptions of drinking norms.
- Student leadership (e.g., orientation leaders, resident assistants, fraternity and sorority members, athletes, student organizations) promotes positive, healthy norms.
- Students have opportunities to advise and mentor peers.
- Pro-health messages are publicized through campus and community media channels.
- Does not promote a normative environment.
- Other: _____

Examples of campuses that promote a normative environment can be found at www.higheredcenter.org/ idea samplers: Santa Clara University, Northern Illinois University, and University of Arizona.

3. *Alcohol Availability*

How does your AOD prevention program limit alcohol availability? Please check all that apply:

- Alcohol is banned or restricted on campus.
- Alcohol use is prohibited in public places.
- Delivery or use of kegs or other common containers is prohibited on campus.
- Alcohol servers are required to be registered and trained.
- Server training programs are mandatory.
- Guidelines for off-campus parties are disseminated.
- The number and concentration of alcohol outlets near campus are regulated.
- The costs of beer and liquor licenses are raised.
- The days or hours of alcohol sales are limited.

- The container size of alcoholic beverages is reduced.
 - Alcohol is regulated by quantity per sale.
 - Keg registration is required.
 - State alcohol taxes are increased.
 - Does not limit alcohol availability.
 - Other: _____
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Examples of campuses that limit alcohol availability can be found at www.higheredcenter.org/ideasamplers: Lehigh University, Michigan State University, and University of Colorado.

4. Marketing and Promotion of Alcohol

How does your AOD prevention program limit marketing and promotion of alcohol on and off campus? Please check all that apply:

- Alcohol advertising on campus is banned or limited.
 - Alcohol industry sponsorship for on-campus events is banned or limited.
 - Content of party or event announcement is limited.
 - Alcohol advertising in the vicinity of campus is banned or limited.
 - Alcohol promotions with special appeal to underage drinkers is banned or limited.
 - Alcohol promotions that show drinking in high-risk contexts is banned or limited.
 - Pro-health messages that counterbalance alcohol advertising are required.
 - Cooperative agreements are endorsed to institute a minimum price for alcoholic drinks.
 - Cooperative agreements are endorsed to limit special drink promotions.
 - "Happy hours" is eliminated from bars in the area.
 - The sale of shot glasses, beer mugs, and wine glasses at campus bookstores is banned.
 - Does not restrict marketing and promotion of alcohol.
 - Other: _____
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Examples of campuses that limit marketing and promotion of alcohol can be found at www.higheredcenter.org/ideasamplers: Baylor University; University of Minnesota; and University at Albany, State University of New York.

5. *Policy Development and Enforcement*

How does your AOD prevention program develop and enforce AOD policies on and off campus? Please check all that apply:

- On-campus functions must be registered.
- ID checks at on-campus functions are enforced.
- Undercover operations are used at campus pubs and on-campus functions.
- Patrols observe on-campus parties.
- Patrols observe off-campus parties.
- Disciplinary sanctions for violation of campus AOD policies are increased.
- Criminal prosecution of students for alcohol-related offenses is increased.
- Driver's licensing procedures and formats are changed.
- Driver's license penalties for minors violating alcohol laws are enforced.
- Sellers/servers are educated about potential legal liability.
- ID checks at off-campus bars and liquor stores are enforced.
- Penalties for sale of liquor to minors are enforced.
- Laws against buying alcohol for minors are enforced.
- Penalties for possessing fake IDs are enforced.
- Undercover operations are used at retail alcohol outlets.
- DUI laws are enforced.
- Roadblocks are implemented.
- Open house assemblies are restricted.
- Dram shop laws that apply legal action for serving intoxicated drinkers or minors are established.
- Does not develop or enforce AOD policies.
- Other: _____

Examples of campuses that increased enforcement of policies and laws can be found at www.higheredcenter.org/ idea samplers: Boston College, University of Oregon, and West Texas A&M University.

B. A Statement of AOD Program Goals and a Discussion of Goal Achievement

Please state your AOD program goals:

(Sample: The following AOD prevention goals were written in 1995 by the Substance Abuse Education Initiatives: (1) Articulate and consistently enforce clear policies that promote an educational environment free from substance use/abuse. (2) Provide ongoing education for members of the campus community for the purpose of preventing alcohol abuse and other drug use. (3) Provide a reasonable level of care for substance abusers through counseling, treatment, and referral. (4) Implement campus activities that promote and reinforce health, responsible living, respect for community and campus standards, individual responsibility on the campus, and intellectual, social, emotional, spiritual or ethical, and physical well-being of the members. (5) Be vocal and visionary in combating the negative issues surrounding alcohol and other drug use and abuse on campus.

Please describe how the program's goals were achieved:

Examples of specific program goals are demonstrated by the latest awardees of the Alcohol and Other Drug Prevention Models on College Campuses Grant Competition; please see www.higheredcenter.org/grants.

C. Summaries of AOD Program Strengths and Weaknesses

What are the strengths and/or weaknesses of your AOD prevention program?

D. AOD Policy*

1. Policy Contents

What information do you distribute to employees and students (taking one or more classes for academic credit, not including continuing education)? Please check all that apply:

- A description of the health risks associated with alcohol abuse and the use of illegal drugs.
- A description of applicable legal sanctions under local, state, and federal laws.
- A description of any treatment, counseling, rehabilitation, or re-entry programs available at your institution.
- A statement of the institution's disciplinary measures regarding alcohol and illegal drug use by students and employees.

Other AOD policy-related information:

We do not have an AOD policy.

2. Policy Distribution

Where does your institution publicize its alcohol or other drug policy? Please check all that apply:

- Student handbook
- Staff and faculty handbook
- Admissions materials
- Course catalogs
- Class schedules
- Employee paychecks
- Student's academic orientation
- Residence hall orientation
- Staff and faculty orientation
- Formal speaking engagements
- Other:

We do not publicize our alcohol/drug policy.

Please see the publication *Setting and Improving Policies for Reducing Alcohol and Other Drug Problems on Campus* at the Web site of the Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention at www.higheredcenter.org.

** Please attach copies of the policies distributed to students and employees.*

E. Recommendations for Revising AOD Prevention Programs

Please offer any recommendations for revising AOD prevention programs and/or policies:

Dana F. Cullum

From: Carla Hayes
Sent: Monday, October 26, 2020 5:03 PM
To: Carla Hayes
Subject: IMPORTANT: Annual Notification of Alcohol/Drug Policies and Related Resources

The Federal Drug Free Workplace Act of 1988, the Drug Free Schools and Communities Act and its amendments of 1989, the Higher Education Reauthorization Act, and EDGAR 86 require all federal grant recipients to certify a drug-free environment.

UofSC Aiken remains dedicated to complying with the Drug-Free Schools and Communities Act, EDGAR 86, and all related provisions.

Alcohol, tobacco, and drug policies and programs apply to administrators, faculty, staff and students. UofSC Aiken adopts and provides programs “to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees on school premises or as part of any of its activities.” In addition, the University refers employees and students to professionals and resources that enhance health and personal efficacy. Take advantage of these resources to promote wellness while avoiding harmful habits that come from abusing alcohol, tobacco, and drugs.

An annual notification is necessary to specify the following issues:

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees
 1. <http://www.sc.edu/policies/ppm/hr101.pdf> (Faculty & Staff)
 2. <https://www.usca.edu/judicial-affairs/non-academic-code-of-conduct> & <https://www.usca.edu/counseling-center/policies/student-drug-use-policy> (Students)
2. A list of applicable legal sanctions under federal, state, or local laws for the unlawful possession or distribution of illicit drugs and alcohol
 1. **Federal sanctions include:**
 - <https://www.law.cornell.edu/uscode/text/21/844>
 - <https://www.criminaldefenselawyer.com/crime-penalties/federal/Possession-Controlled-Substance.htm>
 2. **State of South Carolina sanctions include:**
 - It’s a misdemeanor to possess lysergic acid diethylamide (LSD) or a Schedule I or II narcotic controlled substance category in SC. Penalties differ depending on the number of offenses. If this is your first offense, a fine of up to \$5,000 or two years in jail or both is the penalty. Marijuana is a Schedule I drug.
 - A second offense is a felony. The fine is as much as \$5,000 or up to five years in prison or both.
 - Each successive offense raises the fine, though not the jail time. Three offenses or more is a fine of up to \$10,000, and up to five years in prison or both.
 - Other Schedule I, II, III, IV, or V controlled dangerous substance is a misdemeanor for possession, with the exception of cocaine. A first offense penalty is a fine of up to \$1,000 or up to six months in jail or both.
 - A second offense or more incurs fines of up to \$2,000 or up to one year in jail or both.

- A first offense of cocaine possession is a misdemeanor. The fine is up to \$5,000 or up to three years in prison or both. As with the other narcotics, a second offense is a felony.
- The penalty carries a fine of up to \$7,500, as much as three years in prison or both. A third offense or more of cocaine possession has a penalty of up to \$12,500 or up to 10 years in prison or both.
- If you're caught in possession of more than one gram of cocaine, judges presume intent to sell. This carries harsher penalties.

3. A description of the health risks associated with the abuse or use of illicit drugs

1. <https://www.usca.edu/counseling-center/topics-issues/drugs>

4. A list of drug and alcohol programs (counseling, treatment, rehabilitation, and re-entry) that are available to students and employees

1. <https://www.usca.edu/counseling-center/policies/alcohol-and-drug-abuse-programs>.
2. <https://www.mygroup.com/> (Our Employee Assistance Provider for Faculty and Staff)

5. A clear statement that the Institution of Higher Education (IHE) will impose disciplinary sanctions for the violations of these standards of conduct and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution.

1. <https://www.usca.edu/judicial-affairs/non-academic-code-of-conduct>

The University of South Carolina Aiken will impose a variety of sanctions if a student has violated the Student Code of Conduct. Sanctions are determined by a preponderance of the evidence in the context of 3 criteria: the severity of the infraction, the case history of the student, and the cooperation of the student during the conduct process.

- a) Sanctions can include, but is not limited to: Probation, Social Probation, Online Education, Fines, Research Papers, Loss of Campus Privileges, Mandatory Drug Testing, Required Alcohol-Drug Counseling, Residence Hall Relocation, Residence Hall Suspension, Suspension and Expulsion.

2. <http://www.sc.edu/policies/ppm/hr139.pdf>

The University of South Carolina Aiken will impose sanctions if an employee violates HR Policy 1.39 (Disciplinary Action and Termination for Cause). Sanctions could range from suspension to dismissal.

If you have any questions, please feel free to contact me or Ahmed Samaha, Vice Chancellor for Student Affairs.

Sincerely,
Carla



Carla F. Hayes, PHR
Human Resources
Director/EOO/Title IX Coordinator
471 University Parkway
Aiken, South Carolina 29801
803.641.3645 ph