



# **Columbus State University**

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## **Biennial Review**

### **Alcohol and Drug Education Task Force**

**2016/2017-2017/2018**

October 1, 2018

Prepared by:

The Alcohol and Drug Education Task Force  
of  
Columbus State University

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## Alcohol and Drug Education Task Force Members

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**Kimberly Melson** ..... Staff Therapist, Counseling Center  
**Tessie Taylor** ..... Lieutenant, University Police  
**Rebecca Tew** ..... RN/Director, Student Health Center  
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**Theresa Willey** ..... SAVE Task Force Representative, Student Affairs

## Background Information and Scope of the Problem

The alcohol and drug culture commonly associated with collegiate life is still largely popularized and engaged in by many college students. This culture is also widely promoted by popular media throughout the United States. This self-perpetuating “party” college culture and student lifestyle is one that can cause major problems on a college campus. A study by the National Institute on Alcohol Abuse and Alcoholism (2014) indicated that the consumption of alcohol by college students between the ages of 18 and 24 contributed to an estimated 1,825 student deaths, 696,000 injuries, and 97,000 cases of sexual assault or date rapes in a single year.<sup>1</sup> According to survey findings included in the study, almost 60 percent of college students ages 18-22 drank alcohol in the month preceding the survey, and almost 2 out of 3 of them engaged in binge drinking during that same timeframe. Approximately 1 in 4 college students reported academic consequences from drinking, including missing class, falling behind in class, doing poorly on exams or papers, and receiving lower grades overall. Additional survey results cited in the study showed binge drinkers who consumed alcohol at least 3 times per week were roughly 6 times more likely than those who drank, but never binged, to perform poorly on a test or project as a result of drinking (40 percent vs. 7 percent) and 5 times more likely to have missed a class (64 percent vs. 12 percent).<sup>1</sup>

In addition to the high risk of alcohol abuse by students in higher education, drug abuse is also problematic. Among college students, 42.4% have used an illicit drug, and 18.1% had used an illicit drug other than marijuana the prior year, according to The Monitoring the Future report<sup>2</sup>. According to the report, marijuana is the most frequently used drug among college students, 38.3% of whom reported using marijuana in the prior year, 21% in the month preceding data collection for the report, and 13.2% reporting daily use. Among those students reporting drug use, almost half (44%) had driven a car under the influence, approximately one-third reported preoccupation with drug use or trying to limit or stop use, and one-quarter had taken more drugs than they planned or had used during school or work.<sup>2</sup>

Adderall, “the study drug,” and other stimulants are increasing in popularity among college students who are facing pressure to meet their academic requirements. Almost 10% of college students reported using Adderall without a prescription in order to increase focus and stay awake while studying for exams and completing other course assignments.<sup>2</sup>

Vaping is increasing in popularity among college students with 23.5% reporting vaping of any type substance. Vaping nicotine reported on an annual basis was 13%, and vaping flavoring was also reported at 13% by college students. Almost 11% of college students reported vaping marijuana. These percentages are similar to tobacco usage by college students. Cigarette usage on an annual basis was reported at 16.6%, 10.1% reported using a hookah, 13.7% using small cigars, and 5% using dissolvable tobacco or snuff.<sup>2</sup>

The degree of usage as well as the variety of legal and illicit substances imply the importance of proactive as well as responsive programs and policies which address associated risks to college students.

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<sup>1</sup> National Institute on Alcohol Abuse and Alcoholism. (December 2015). College Drinking. Retrieved from <http://pubs.niaaa.nih.gov/publications/CollegeFactSheet/CollegeFactSheet.pdf>

<sup>2</sup>National Institute on Drug Abuse (2018). Retrieved from [http://www.monitoringthefuture.org//pubs/monographs/mtf-vol2\\_2017.pdf](http://www.monitoringthefuture.org//pubs/monographs/mtf-vol2_2017.pdf)

## **Features of Compliance with Board of Regents Concerning the Alcohol and Other Drug Policy at Columbus State University**

Columbus State University is in compliance with the University System of Georgia Board of Regents Policy as stated in Section 4 of the Policy Manual:

### **4.6.4 Alcohol and Drugs on Campus**

The Board of Regents recognizes and supports Georgia laws with respect to the sale, use, distribution, and possession of alcoholic beverages and illegal drugs, as well as the Drug-Free Postsecondary Education Act of 1990 with respect to the manufacture, distribution, sale, possession, or use of marijuana, controlled substances or dangerous drugs on college campuses and elsewhere. To this end, the Board has encouraged its institutions to adopt programs designed to increase awareness of the dangers involved in the use of alcoholic beverages, marijuana or other illegal or dangerous drugs by USG students and employees. Such programs shall stress individual responsibility related to the use of alcohol and drugs on and off the campus.

To assist in the implementation of such awareness programs, and to enhance the enforcement of state laws at USG institutions, each institution shall adopt and disseminate comprehensive rules and regulations consistent with local, state and federal laws, concerning the manufacture, distribution, sale, possession, or use of alcoholic beverages, marijuana, controlled substances, or dangerous drugs on campus and at institutionally-approved events off campus.

A copy of the rules and regulations adopted by each institution shall be filed with the office of the Associate Vice Chancellor for Student Services (BOR Minutes, 1989-90, p. 383).

Disciplinary sanctions for the violation of such rules and regulations shall be included as a part of each institution's disciplinary code of student conduct. Disciplinary sanctions for students convicted of a felony offense involving the manufacture, distribution, sale, possession, or use of marijuana, controlled substances, or other illegal or dangerous drugs shall include the forfeiture of academic credit and the temporary or permanent suspension or expulsion from the institution. All sanctions imposed by the institution shall be subject to review procedures authorized by Board of Regents Policy 8.6 Application for Discretionary Review.

The rules and regulations adopted by each institution shall also provide for relief from disciplinary sanctions previously imposed against one whose convictions are subsequently overturned on appeal or otherwise.

This policy amendment is intended to implement The Drug-Free Postsecondary Education Act of 1990.

**The following departments are in compliance with the Board of Regents (BOR) concerning the Alcohol and Other Drug (AOD) Policy:**

- **Office of the Dean of Students** – Shall be responsible for disciplinary sanctions of students who violate the AOD policies of the university.
- **Counseling Center** – Shall be responsible for the psychological well-being of students and provide counseling/treatment services.
- **University Police** – Shall be responsible for the investigation and enforcement of laws governing the illegal possession of controlled substances on university property.
- **Offices of Student Life & Development, Residence Life, and the Alcohol and Drug Education Task Force** – Shall be responsible for providing drug and alcohol education activities for students in a learning environment.
- **Athletic Department** – Shall be responsible for drug and alcohol awareness workshops to maintain compliance with National Collegiate Athletic Association (NCAA) policies for student athletes.

As stated in the 2017-2018 CSU Student Handbook (pg. 54):

**Columbus State University Policy and Programs to Prevent Drug and Alcohol Abuse**

To prevent the use of illicit drugs and the abuse of alcohol, the policy of Columbus State University prohibits the unlawful manufacture, distribution, sale, possession, or use of illicit drugs and alcohol by students on its property or as part of any of its activities. Columbus State University's Alcohol and Drug Education Task Force provides proactive educational programs and services to help prevent the abuse of alcohol and drugs among students.

**Health Risks**

Abuse and dependence upon alcohol and other psychoactive drugs are classified as organic mental disorders by the American Psychiatric Association and the World Health Organization. As such, they are associated with distressing psychological, behavioral, and biological symptoms; impairment in one or more important areas of functioning; or significantly increased risk of suffering, death, pain, or important loss of freedom.

**Substance Abuse Counseling Services**

An Alcohol and Drug Specialist Counselor provides individual counseling for substance abuse and other personal concerns to students of the University. All services of the Counseling Center are provided without charge. Clients are informed of the nature and purpose of any assessment, treatment, educational, or training procedure and are given freedom of choice with regard to participation. When the Center is not able to provide the necessary services, clients are informed of alternative resources and appropriate referrals are made. To the extent permitted by law and ethical standards, all information received in counseling is considered confidential and is not disclosed to any other

person or campus unit without the written permission of the clients. The Counseling Center Staff refrains from unnecessary involvement in the determination and enforcement of disciplinary sanctions concerning individual students. In matters of discipline, the staff may provide assessment and consultative services to clients, colleagues, or units of the University in ways which improve the campus environment, maintain the anonymity of clients, and preserve the confidential nature of all counseling relationships.

### **Legal Sanctions**

The Official Code of Georgia provides for the following penalties for violations of alcohol and drug abuse laws:

- Possession of Alcohol by persons under 21 years of age: \$300 fine and/or 30 days imprisonment.
- Furnishing alcohol to persons under 21 years of age: \$1,000 fine and/or 12 months imprisonment.
- Driving under the influence of alcohol or drugs: (1st offense) \$1,000 fine and/or 12 months imprisonment, loss of license for one year.
- Misdemeanor drug possession: \$1,000 fine and/or 12 months imprisonment.
- Felony drug possession: up to 15 years imprisonment.
- Trafficking in drugs: up to 30 years imprisonment.

### **University Sanctions**

In addition to possible fines and imprisonment for violation of local, state, and federal drug laws, recent legislation mandates the following specific sanctions for students and student organizations that unlawfully manufacture, distribute, sell, possess, or use illicit drugs:

- Students may suffer forfeiture of academic credit, suspension, and expulsion from the institution.
- Student organizations shall be suspended from campus and prohibited from using any property or facilities of the institution for a minimum of one year.

Board of Regents policies have been amended to comply with these recent laws, and appropriate changes have been made to Columbus State University administrative procedures. All sanctions imposed by the institution are subject to review procedures authorized by Article IX of the Bylaws of the Board of Regents.

# Features of the Alcohol and Drug Education Program at Columbus State University

## 1. Pro-active Education and Prevention Initiatives

- Require all incoming students to take the online AlcoholEdu educational course
- Provide prevention education programming efforts targeting all students throughout the academic year
- Provide resource information on the Alcohol and Drug Education website and on the Resource page of the AlcoholEdu course
- Target the leaders of fraternities and sororities and solicit their help in conducting programming on this issue
- Provide Parent Orientation sessions in which University Police and Dean of Students address alcohol and drug issues
- Provide relevant activities throughout the academic year

**Pro-active Initiatives by the Alcohol and Drug Education Task Force include the following:**

### **Fall 2016 and Spring 2017**

- ROAR Orientation Real Deal Skits and Cougar Chats
- The Real World with Ruthie Alcaide- Real World Reality TV star shared her experience with alcohol addiction
- Resident Assistant Training- Policies and role-playing in “Behind Closed Doors”
- Greek Life Risk Management Seminar
- **Red Flag event-** Remembering all college students in Georgia who have passed away as a result of an alcohol related incident with a red flag in the front lawn of Schuster
- Safe Spring Break sponsored by SAC “Keys to LIT-u-ation”

**Overall QEP Problem:** "It's the week before spring break and you do not have the tools to have as turnt of a spring break as you may wanted, but SAC and friends are here to give you the keys to LIT-u-ation."

**Overall Outline:** Coordinated efforts with Center for Global Engagement, Residence Life, Second Story, Career Center, Bacchus, Collegiate 100, and UPD to act as problem solving stations for students to earn tools to LIT-u-ation. After collecting all the tools by solving problems at each station, students earn their Lit-u-ation T-shirt to add to their takeaways.

#### **Problem Solving Topics at each station:**

- Friends - Second Story
- Finances - Career Center
- Health and Wellness - Collegiate 100
- Drinking Safety - UPD or Bacchus
- Destinations – Center for Global Engagement



## Fall 2017 and Spring 2018

- **Red Flag event-** Remembering all college students in Georgia who died as a result of an alcohol related incident with a red flag in the front lawn of Schuster
- **Is It Worth It-** Poster Campaign on the “true costs” of marijuana
- **Safe Spring Break Event: Glocade Casino Night-** Participates earned “casino money” by answering alcohol, drug, and sexual assault awareness questions used to participate in games in a glow-in-the-dark casino activity.

### **Pro-active Initiatives by the Office of the Dean of Students, Ongoing Each Semester: Alternative Justice for Alcohol and Marijuana (AJAM)**

Each semester, CSU utilizes the Alternative Justice for Alcohol and Marijuana (AJAM) program with the purpose to offer educational and personal growth opportunities to students found in violation of the University’s alcohol and drug policy. The objective of the program is to reduce alcohol and marijuana usage, and promote healthy choices. Instructors provide information for making healthy choices and developing coping skills for risk reductions. Information about alcohol and drugs, and related risks are embedded within a broader frame of lifestyle behaviors in this cognitive behavioral approach for students at Columbus State. Elements of the program are listed below:

- **Personal Counseling Session:** Each student assigned to the AJAM program is required to attend one counseling session with a professional counselor at the University’s Counseling Center. This gives the student an opportunity to individually discuss their decision making process for using alcohol or marijuana and if there are any other underlying issues or addictions.
- **Course Offerings:** Four class courses are coordinated through the Office of the Dean of Students and held on the last Friday of every month consisting of:

#### **1. Risky Behaviors and Decision Making Course**

**Instructor:** Kimberly Melson, Alcohol and Drug Coordinator, University Counseling Center.

**Description:** The course will process ultimate life goals for students, discuss processes of decision-making within normal limits and under the influence of substance. It explores various reasons why people engage in substance abusive behaviors while providing several vignettes identifying possible consequences and lessons learned by actions.

#### **2. Alcohol & Marijuana and Your Health (Offered Fall 2016 through Fall 2017)**

**Instructor:** Amy Shirey, Physician’s Assistant, University Health Center

**Description:** The objective of this course is to educate students on many of the health related factors involved with alcohol and marijuana usage and abuse.

### **3. The Law and Legal Consequences**

**Instructor:** Lt. Tessie Taylor, University Police Department

**Description:** The objectives of this course are to educate students and provide understanding of the University's policies and the state of Georgia laws regarding alcohol and marijuana. Consequences discussed include: 1) Minor in possession of alcohol, 2) Contributing to the delinquency of a minor, 3) Possession of marijuana, and 4) Driving under the influence. The course will also discuss statistics involving college alcohol and marijuana usage.

### **4. Peer Interaction Class**

**Instructor:** BACCHUS Peer Education Group or Residence Life Graduate Assistant

**Description:** The objective of this course is for students to discuss peer pressures and tools for making better decisions with their peers who are trained on alcohol and drug prevention methods. It involves interactive activities and follow-up discussions.

### **Everfi's AlcoholEdu and Prevention for Sexual Violence, Ongoing Each Semester**

Each semester CSU continues to require incoming students to complete Everfi's AlcoholEdu along with all Everfi's Prevention for Sexual Violence. See AlcoholEdu Impact Report on the Dean of Students web page.

### **Pro-active Initiatives by Residence Life include the following:**

- Residence Life required attendance by every resident at a Safety Meeting at the beginning of the academic year. Rules and regulations that pertain to safety, including drugs and alcohol, and the consequences of non-compliance were discussed. This meeting was also used as a pro-active educational session about the dangers of alcohol and drugs and to offer advice to students on how to make better decisions as they start their college experience.
- All Resident Assistants received training on recognition, intervention and referral for alcohol/drug abuse by University Police. R.A.'s were trained in first aid and CPR/AED in order to be better prepared for emergencies of all types, including incidents involving alcohol and drugs. Staff also helped to enforce alcohol and other drug policies and laws by reporting illegal activity to judicial affairs or to University Police.
- The Residence Life Staff provided students with alcohol and drug prevention educational opportunities. Resident Assistants were required to offer several hours of programming for their residents.
- Residence Life also implemented the use of *Judicial Educator*, a program to facilitate the learning process using non-academic scenarios. With over 20 modules varying from making better choices with alcohol, information on both illegal and prescription drugs, pursuing healthy relationships, and personal and physical cleanliness in Residence Halls, this program allowed students to gain information online in order to become more successful student contributors to the Columbus State University campus.

## **Pro-active Initiatives by other departments in Student Affairs:**

### **The Counseling Center**

- The Counseling Center hired a full-time counselor with expertise in Alcohol and Drug Education to help coordinate educational programming with the Alcohol and Drug Education Task Force, to coordinate classroom presentations, and to assist with the Alternative Justice for Alcohol and Marijuana Program.
- The Counseling Center uses a questionnaire that students fill out as they work through the program. The goal of the questionnaire is to ensure that the students are not just “clicking through” the scenarios. It requires them to engage with the material and apply it to their own lives.
- Students referred to the Counseling Center for problematic usage of drugs and/or alcohol are seen in individual therapy sessions in order to work through the causes of their use of these substances and to generate healthier behaviors.
- Pamphlets such as “Drinking and Driving,” “Alcohol and Advertising,” and “Problems of Alcoholism in the Family,” are displayed and available to students.

### **Student Health Center**

- Pamphlets and materials on drug and alcohol prevention are provided in the Wellness Resource Center in the Student Health Center. Many of the materials are available in English and Spanish.
- Bulletin boards and posters promoting national health topics related to alcohol and drugs are displayed in the Student Health Center.
- Alcohol and drug use are routinely discussed with all women’s health patients during their private pre-conference.
- The Health History Form that each student completes asks about alcohol and drug use. Students are referred to the University Counseling Center and/or other community resources as needed.

### **University Police**

- Provides educational programming for the campus and supported all Alcohol and Drug Education Task Force events
- Enforces alcohol and drug abuse laws and upheld related campus policies
- Responds to alcohol and other drug complaints
- Intervenes when necessary, issues citations when appropriate, and handles incapacitation emergencies.

## **Human Resources**

- The Employee Assistance Program (EAP) is designed to help employees, employee family members and supervisors deal with personal issues that affect job performance, including alcohol and drug abuse. Information on the EAP is located in the Employee Handbook. Handbooks are given to every new employee at employee orientation.

## **2. Review and Revision of University Policies**

The Alcohol and Drug Education Task Force Committee and the Office of Dean of Students review policies annually and make recommendations for alterations as necessary. The administration of Columbus State University reserves the right to modify the policies as indicated in this Biennial Review.

## **3. Use of Research Protocol**

During the 2016/2017 and 2017/2018 academic years Columbus State University utilized AlcoholEdu to provide an online preventative education and to survey students (See The AlcoholEdu Impact Report on the Office of the Dean of Student's website).

## **Campus Distribution Policy**

In order to insure that faculty, staff, and students have access to the institution's Alcohol and Drug Policy, information was disseminated in a variety of ways as follows:

- The Faculty Handbook was posted on the CSU website.
- At New Faculty Orientation, the website was identified by demonstrating the URL and Chief Academic Officers responded to questions on selected policies.
- Human Resources reviewed related policies with new faculty at New Faculty Human Resources orientation.
- The Student Handbook was posted on the CSU website.
- Copies of the Student Handbook were distributed throughout the campus.
- The Staff Handbook was distributed and all policies were reviewed with new employees as part of new employee orientation.
- Information on alcohol and drug abuse was included in the Campus Crime Statistical Reports generated by University Police.
- The Residence Life Handbook, which is regularly updated, outlined alcohol/drug abuse policies. The handbook was posted on the Residence Life website.
- The Counseling Center, Student Health Center, Residence Life and University Police distributed thousands of Alcohol/Drug Abuse prevention/education materials each year. Flyers, brochures and posters were designed to encourage reduction in abuse and to advertise campus resources and services. All of the areas mentioned had highly visible brochure racks with prevention literature displayed.

## **Strengths and Weaknesses of Columbus State University's Alcohol and Drug Education Program**

### **Strengths:**

- The Alcohol and Drug Education Task Force took a proactive approach in education as evidenced by many programs, activities, and dedicated funding.
- A campus-wide effort was established with a calendar of events including several major events that incorporated and united many organizations and offices across campus with the focus on alcohol and drug education.
- A tradition has been established of celebrating National Collegiate Alcohol Awareness Week by displaying flags for the number of alcohol related deaths in the state.
- The University has developed and maintains a Drug Free Prevention Policy in compliance with the Board of Regents.
- The small campus community allows students easy access to faculty, staff and administration. This interaction permits faculty and staff to more easily identify signs and symptoms of alcohol and drug abuse, making intervention more accessible. The Behavior Assessment and Recommendation Team (BART) Reporting System, which utilizes the Maxient database, has given the University a way to track, report, and reach out to students who are abusing alcohol and drugs and violating the University's Alcohol and Drug Program.
- The Alcohol and Drug Education Task Force worked with the Office of the Dean of Students to generate more funding to support additional programming by creating a fine system for violators of the Alcohol and Drug policies.
- Through the AlcoholEdu online course and the survey within it, the Task Force was able to collect valuable assessment information and comparisons.
- Through the Alternative Justice for Alcohol and Marijuana Program, The Office of the Dean of Student's has created a more educational approach rather than a punitive approach to sanctioning.

### **Weaknesses:**

- One of the weaknesses noted was the lack of student involvement in the alcohol and drug education programming development. This area has seen significant improvement with the partnering of the BACCHUS student group and the Alcohol and Drug Education Task Force.
- The social media presence for the Task Force is not very significant.
- Programming by the Task Force has not focused primarily on the dangers and risks of marijuana, which is a major issue facing college campuses.

## **Alcohol and Drug Education Task Force Goals 2016-2018**

- Increase the educational activities and awareness of the dangers of marijuana and opioids
- Organize a network of students (BACCHUS, Colleges Against Cancer, etc.) to promote making healthy lifestyle choices on campus
- Update and make Task Force website more interactive
- Increase social media presence by creating Facebook, Instagram, and Twitter accounts for Task Force
- Create an on-line a “Don’t Cancel Your Class” educational program, which would allow faculty to schedule A&D educational programming when they are unavailable to teach their class
- Start utilization of the AlcoholEdu Sanctions test for students who have alcohol violations.

### **SUMMARY**

Columbus State University, through the Division of Student Affairs, has a clear mission statement and strategic planning goals dedicated to alcohol and drug abuse prevention. A philosophy of wellness and the principles of wellness and prevention are emphasized, Appendix A contains Columbus State University’s Clery Statistics, Appendix B describes the institution’s Alcohol and Other Drug Policy, Appendix C includes the Compliance Checklist. Also, see AlcoholEdu Impact Report provided on the Office of the Dean of Student’s website.

## **Appendix A**

### **CRIME STATISTICS**

Each year, the Columbus State University Police Department prepares a statistical disclosure of crimes reported to have occurred within the Clery geography of the University. For the purposes of this report, crime statistics from all sources are recorded in the calendar year in which the crime was reported, not necessarily in the year in which the crime occurred. These statistics reflect crimes that were reported to the Columbus State University Police Department or any other campus security authority. In addition to crimes reported to campus authorities, written notices are submitted to local law enforcement agencies on an annual basis to request crime statistics from their agencies that are reported to have occurred within the Clery geography of the University. These statistics reflect the reportable crimes brought to the attention of University officials when the victim of a crime elects to or is unable to make such a report. There are five general categories of crime statistics for compliance with the Clery Act: select criminal offenses; hate crimes; arrests and referrals for alcohol, drug and weapons offenses; Violence Against Women Act (VAWA) offenses; and unfounded crimes. The statistics for each category will be presented following the definitions of these crimes for the purposes of this report.

### **Definitions**

Under the Clery Act, these statistical disclosures are compiled using a variety of federal crime definitions. Many of these definitions are derived from the Federal Bureau of Investigation's Uniform Crime Reporting (UCR) Program, which includes the Summary Reporting System (SRS) and the National Incident-Based Reporting System (NIBRS). Other definitions are based on guidelines from the United States Department of Education and applicable federal laws, such as the Violence Against Women Act (VAWA). For these reasons, the definitions that are presented in this report may, or may not, reflect similar crime definitions as found in laws of the State of Georgia.

### **Criminal Offenses**

*Aggravated Assault:* An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft or personal property of another.

Burglary: The unlawful entry of a structure to commit a felony or theft.

Manslaughter by Negligence: The killing of another person through gross negligence.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

Murder & Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Sexual Assault (Sex Offenses): Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Includes the following four crimes:

- 1.) Rape: The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes the rape of both males and females.
- 2.) Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- 3.) Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- 4.) Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.



## **Hate Crimes**

**Bias:** A preformed negative opinion or attitude toward a group of persons based on their race, religion, ethnicity, national origin, gender, sexual orientation, disability or gender identity.

**Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

**Gender:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived gender, e.g., male or female.

**Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or non-conforming individuals.

**Hate Crime:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Hate crimes include the previous definitions of Murder and Non-Negligent Manslaughter, Manslaughter by Negligence, Sexual Assault, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft and Arson, in addition to the added definitions of Larceny-Theft, Simple Assault, Intimidation and Destruction/Damage/Vandalism of Property.

**Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to an actual physical attack.

**Larceny/Theft:** The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Constructive possession is the

condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

*National Origin:* A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

*Race:* A preformed negative opinion or attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

*Religion:* A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

*Sexual Orientation:* A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

*Simple Assault:* An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

### **Arrests and Referrals**

*Arrest:* Persons processed by arrest, citation or summons.

*Drug Law Violations:* The violation of laws and ordinances prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

*Liquor Law Violations:* The violation of state and local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Referral: The referral of any person to any campus official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

Weapons Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

### **VAWA Crimes**

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Domestic Violence: A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

### **Unfounded Crimes**

Unfounded: A crime found by sworn or commissioned law enforcement personnel to be false or baseless after a formal determination has been made through an investigation.

**Note:** All crimes/incidents reported to have occurred in on-campus residential areas will be reflected in both the "On Campus" and "On Campus Residential" categories.

## 2015-2017 Crime Statistics

### Main Campus Reported Criminal Offenses

<u>Crime</u>	<u>Year</u>	<u>On Campus</u>	<u>On Campus Residential Sub-Group</u>	<u>Non-Campus</u>	<u>Public Property</u>
Murder & Non-Negligent Manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Negligent Manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Rape	2015	3	2	0	0
	2016	3	3	0	0
	2017	4	1	0	0
Fondling	2015	1	0	0	0
	2016	3	1	0	0
	2017	1	0	0	0
Incest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Statutory Rape	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Robbery	2015	0	0	0	0
	2016	1	0	0	0
	2017	0	0	0	0
Aggravated Assault	2015	0	0	0	0
	2016	2	1	0	0
	2017	1	1	0	0
Burglary	2015	4	3	0	0
	2016	0	0	0	0
	2017	3	2	0	0
Motor Vehicle Theft	2015	0	0	0	0
	2016	2	0	0	0
	2017	0	0	0	0
Arson	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0

### **Main Campus Hate Crimes**

<ul style="list-style-type: none"> <li>During the 2015 calendar year, there was one reported Hate Crime on the Main Campus. The crime was categorized as one On-Campus Intimidation based on a bias of Ethnicity and Religion.</li> </ul>
<ul style="list-style-type: none"> <li>During the 2016 calendar year, there were no reported Hate Crimes on the Main Campus.</li> </ul>
<ul style="list-style-type: none"> <li>During the 2017 calendar year, there was one reported Hate Crime on the Main Campus. The crime was categorized as one On-Campus Destruction/Damage/Vandalism of Property based on a bias of Sexual Orientation.</li> </ul>

### **Main Campus Arrests**

<b><u>Offense</u></b>	<b><u>Year</u></b>	<b><u>On Campus</u></b>	<b><u>On Campus Residential Sub-Group</u></b>	<b><u>Non-Campus</u></b>	<b><u>Public Property</u></b>
Drug Law Violations	2015	5	5	0	2
	2016	7	3	0	6
	2017	13	9	0	2
Liquor Law Violations	2015	0	0	0	0
	2016	0	0	0	0
	2017	1	0	0	0
Weapons Law Violations	2015	2	1	0	1
	2016	2	1	0	0
	2017	1	0	0	0

### **Main Campus Disciplinary Referrals**

<b><u>Offense</u></b>	<b><u>Year</u></b>	<b><u>On Campus</u></b>	<b><u>On Campus Residential Sub-Group</u></b>	<b><u>Non-Campus</u></b>	<b><u>Public Property</u></b>
Drug Law Violations	2015	11	11	0	0
	2016	17	13	0	0
	2017	55	55	0	1
Liquor Law Violations	2015	39	39	0	0
	2016	50	50	0	0
	2017	16	16	0	0
Weapons Law Violations	2015	0	0	0	0
	2016	1	1	0	0
	2017	0	0	0	0

### **Main Campus VAWA Offenses**

<b><u>Offense</u></b>	<b><u>Year</u></b>	<b><u>On Campus</u></b>	<b><u>Campus Residential Sub-Group</u></b>	<b><u>Non-Campus</u></b>	<b><u>Public Property</u></b>
Domestic Violence	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Dating Violence	2015	5	4	0	0
	2016	4	1	0	0
	2017	6	4	0	0
Stalking	2015	10	2	1	0
	2016	8	0	0	0
	2017	6	1	0	0

Beginning with the 2015 Annual Security and Fire Safety Report, the Columbus State University Police Department was required to report the number of Clery crimes that were unfounded. Unfounded means that law enforcement authorities investigated the incident and determined the complaint to be false or baseless.

### **Main Campus Unfounded Crimes**

<ul style="list-style-type: none"> <li>During the 2015 calendar year, there was one unfounded criminal offense on the Main Campus. The incident was classified as a Burglary in both the On-Campus and On-Campus Residential categories.</li> </ul>
<ul style="list-style-type: none"> <li>During the 2016 calendar year, there was one unfounded criminal offense on the Main Campus. The incident was classified as a Motor Vehicle Theft in the On-Campus Category.</li> </ul>
<ul style="list-style-type: none"> <li>During the 2017 calendar year, there were no unfounded criminal offenses on the Main Campus.</li> </ul>

### **RiverPark Campus Reported Criminal Offenses**

<u>Crime</u>	<u>Year</u>	<u>On Campus</u>	<u>Campus Residential Sub-Group</u>	<u>Non-Campus</u>	<u>Public Property</u>
Murder & Non-Negligent Manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Negligent Manslaughter	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Rape	2015	3	2	0	1
	2016	1	1	0	0
	2017	1	1	0	0
Fondling	2015	1	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Incest	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Statutory Rape	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0
Robbery	2015	1	0	0	0
	2016	0	0	0	0
	2017	1	1	0	3
Aggravated Assault	2015	0	0	0	1
	2016	2	0	0	0
	2017	0	0	0	3
Burglary	2015	0	0	0	0
	2016	2	0	0	0
	2017	1	1	0	0

Motor Vehicle Theft	2015	0	0	0	0
	2016	1	0	0	2
	2017	1	0	0	1
Arson	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0

### **RiverPark Campus Hate Crimes**

<ul style="list-style-type: none"> <li>• During the 2015 calendar year, there were no reported Hate Crimes on the RiverPark Campus.</li> </ul>
<ul style="list-style-type: none"> <li>• During the 2016 calendar year, there were no reported Hate Crimes on the RiverPark Campus.</li> </ul>
<ul style="list-style-type: none"> <li>• During the 2017 calendar year, there were no reported Hate Crimes on the RiverPark Campus.</li> </ul>

### **RiverPark Campus Arrests**

<b>Offense</b>	<b>Year</b>	<b>On Campus</b>	<b>Campus Residential Sub-Group</b>	<b>Non-Campus</b>	<b>Public Property</b>
Drug Law Violations	2015	9	2	0	5
	2016	1	1	0	0
	2017	4	4	0	2
Liquor Law Violations	2015	0	0	0	0
	2016	1	0	0	0
	2017	0	0	0	0
Weapons Law Violations	2015	0	0	0	2
	2016	0	0	0	0
	2017	1	1	0	0

### **RiverPark Campus Disciplinary Referrals**

<b>Offense</b>	<b>Year</b>	<b>On Campus</b>	<b>Campus Residential Sub-Group</b>	<b>Non-Campus</b>	<b>Public Property</b>
Drug Law Violations	2015	4	2	0	0
	2016	6	3	0	0
	2017	12	6	0	0
Liquor Law Violations	2015	9	9	0	0
	2016	13	13	0	0
	2017	6	6	0	0
Weapons Law Violations	2015	0	0	0	0
	2016	0	0	0	0
	2017	0	0	0	0

### RiverPark Campus VAWA Offenses

<b>Offense</b>	<b>Year</b>	<b><u>On Campus</u></b>	<b><u>Campus Residential Sub-Group</u></b>	<b><u>Non-Campus</u></b>	<b><u>Public Property</u></b>
Domestic Violence	2015	1	0	0	0
	2016	0	0	0	0
	2017	1	0	0	0
Dating Violence	2015	0	0	0	1
	2016	0	0	0	0
	2017	0	0	0	0
Stalking	2015	3	2	0	1
	2016	6	2	0	0
	2017	1	0	0	0



## **Appendix B**

### **Columbus State University Alcohol and Other Drug Policy**

#### **Columbus State University Policy and Programs to Prevent Drug and Alcohol Abuse Policy**

*Source: Columbus State University Student Handbook, 2018 (page 54)*

To prevent the use of illicit drugs and abuse of alcohol, the policy of Columbus State University prohibits the unlawful manufacture, distribution, sale, possession, or use of illicit drugs and alcohol by students on its property or as a part of any of its activities.

#### Health Risks

Abuse and dependence upon alcohol and other psychoactive drugs are classified as organic mental disorders by the American Psychiatric Association and the World Health Organization and as such they are associated with distressing psychological, behavioral, and biological symptoms; impairment in one or more important areas of functioning; or significantly increased risk of suffering, death, pain, or important loss of freedom.

#### Substance Abuse Counseling Services

The Counseling Center provides individual counseling related to substance abuse and other personal concerns to students of the university. These services are funded with State appropriations and student health fees. To the extent permitted by law and ethical standards, all information received in counseling is considered confidential and is not disclosed to any other person or campus unit without written permission of the clients. Staff members refrain from unnecessary involvement in the determination and enforcement of disciplinary sanctions concerning individual students. In matters of discipline, the staff may provide assessment and consultative services to clients, colleagues, or units of the university in ways which improve the campus environment, maintain the anonymity of clients, and preserve the confidential nature of all counseling relationships.

Staff members refrain from unnecessary involvement in the determination and enforcement of the disciplinary sanctions concerning individual students. In matters of discipline, the staff may provide assessment and consultative services to clients, colleagues, or units of the university in ways which improve the campus environment, maintain the anonymity of clients, and preserve the confidential nature of all counseling relationships.

#### Legal Sanctions

The Official Code of Georgia provides the following penalties for violations of alcohol and drug abuse laws.

- **Possession of Alcohol** by persons under 21 years of age: \$300 fine and/or 30 days imprisonment. (O.C.G.A. 3-3-23.1)
- **Furnishing Alcohol** to persons under 21 years of age: \$1,000 fine and/or 12 months imprisonment. (O.C.G.A. 3-3-23)
- **Driving under the Influence** of alcohol or drugs: (1<sup>st</sup> offense) \$1,000 fine and/ or 12 months imprisonment and loss of license for one year.
- **Misdemeanor Drug Possession:** \$1,000 fine and/or 12 months imprisonment. (O.C.G.A. 16-13-30)
- **Felony Drug Possession:** up to 15 years imprisonment. (16-13-32.4)
- **Trafficking in Drugs:** up to 30 years imprisonment. (16-13-31)

### University Sanctions

In addition to possible fines and imprisonment for violation of local, state, and federal drug laws, recent legislation mandates the following specific sanctions for students and student organizations that unlawfully manufacture, distribute, sell, possess, or use illicit drugs:

Student may suffer forfeiture of academic credit, suspension, and expulsion from the institution.

Student organizations shall be suspended from campus and prohibited from using any property or facilities of the institution for a minimum of one year.

Board of Regents policies have been amended to comply with these recent laws and appropriate changes have been made to Columbus State University administrative procedures. All sanctions imposed by the institution are subject to review procedures authorized by Article IX of the Bylaws of the Board of Regents.

### **Student Rights and Responsibilities**

*Source: Columbus State University Student Handbook, 2016-17 (page 82-83)*

### Non-Academic Misconduct

Students found to be in direct social contact where a violation is found to have occurred may be held responsible for the violation. This includes all areas of any apartment, vehicle, or property where the violation occurred.

#### **1. Alcoholic Beverages**

The legal age for possession and consumption of alcoholic beverages in accordance with Georgia law is 21 years old. Subsequently, it shall be a violation of this Policy for any member of the University community who is under the legal drinking age to possess or consume alcohol, or for a member of the University community who is of legal age to provide alcohol to another member of the University community who is under 21.

**Residence Halls:**

Columbus State University abides by Georgia law concerning the sale, possession, consumption, brewing, and/or use of alcohol. As Courtyard I and Broadway Crossing are primarily reserved for traditional-aged freshman (18-19), these units and surrounding areas are alcohol-free, which extends to and includes any guest who visits these areas. Use of alcohol containers for decorative purposes is strictly prohibited, as empty bottles may be considered evidence of consumption.

In Columbus Hall, Courtyard II, Maryland Circle and Rankin student housing units, alcoholic beverages may only be consumed by students of legal drinking age in the privacy of their apartments. No alcohol is permitted in common areas, which include kitchens and refrigerators. Residence Life staff and the CSU University Police reserve the right to require verification of the ages of any guest. The host resident (s) will be held accountable for the action of their guest(s). Such items as kegs, "drinking fountains", or other community containers are not allowed at any time, in individuals' apartments, common areas, and in or around housing facilities and buildings. Those of legal age who choose to drink are encouraged to do so safely, responsibly and in moderation.

**On campus:**

The University does not condone or sanction the use, distribution, sale, brewing, consumption or possession of alcohol at any campus event sponsored by individual students or recognized student groups, clubs, or organizations, or any student event supported by student activity fees or state funds (this does not pertain to events which may be sponsored by an academic department or unit).

**Student Travel:**

This Policy on Alcohol applies to students who travel on university-official business. Students who travel in an official capacity are expected to abide by the rules set forth in this policy, with the exception of students participating 2013 - 2014 Student Handbook 83 in a Study Abroad program. Participants in Study Abroad programs are bound by the legal drinking age of the respective countries in which they are traveling, but in all other respects this policy applies. Cases of excessive drinking, as determined by the Faculty Site Director who facilitates the Study Abroad program, may result in an automatic first offense warning. Further, sanctions while students are traveling abroad may be determined by the Center for International Education and/ or the Dean of Student Affairs. A full version of the Columbus State University Policy on Alcohol can be obtained in the Office of the Dean of Students or on the Alcohol and Drug Education Task Force website.

## **2. Drugs/Paraphernalia**

- The possession of stimulant, depressant, narcotic, or hallucinogenic drugs and other agents having potential for mental or physical abuse, except on a legal prescription, is prohibited, as is the selling, bartering, exchanging, or giving away of such drugs to any person not intended to possess them.
- No student shall possess items normally associated with drug use, sale, or distribution.

### **Policy and Programs to Prevent Drug and Alcohol Abuse**

*Source: Columbus State University Employee Handbook, 2016 (page 12)*

#### **Employee Misconduct**

Employee misconduct related to drug or alcohol abuse will not be tolerated. To prevent the use of illicit drugs and the abuse of alcohol, the policy of Columbus State University prohibits the unlawful manufacture, distribution, sale, possession, or use of illicit drugs and alcohol by students and employees on its property or as part of any of its activities. Violation of this policy will result in appropriate disciplinary actions.

Employees must notify Columbus State University of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction. Within 30 days, any employee who is convicted of the unlawful manufacture, distribution, sale, use, or possession of marijuana, a controlled substance or other illegal or dangerous drug or who admits guilt of any such offense in a court proceeding, shall be suspended for not less than two months or dismissed after compliance with procedural requirements. Such employee shall be required as a condition of re-employment following suspension to complete an approved drug treatment and education program.

If prior to arrest for an offense involving a controlled substance, marijuana or a dangerous drug, an employee notifies his or her immediate supervisor that he or she illegally uses a controlled substance, marijuana, or a dangerous drug and is receiving or agrees to receive treatment under an approved drug abuse and education program, such employee shall be retained by the institution for up to one year as long as the employee follows the treatment plan. Retention of such employee shall be conditioned upon satisfactory completion of the program and satisfactory work performance. The employee's work activities may be restructured if, in the opinion of the immediate supervisor, it is deemed advisable. The rights herein granted shall be available to a University employee only once during a five-year period and shall not apply to any such employee who has refused to be tested or who has tested positive for a controlled substance, marijuana or a dangerous drug.

### **Substance Abuse Counseling Services**

The Columbus State University Employee Assistance Program (EAP) provides individual counseling for substance abuse and other personal concerns to faculty and staff of the University. Services of the program are provided as an employee benefit. Employees are informed of the nature and purpose of any assessment, treatment, educational, or training procedure. When the EAP is not able to provide the necessary services, employees are informed of alternative resources and appropriate referrals are made.

### **Drug Testing**

High risk employees, such as public safety employees and all health related employees providing direct patient care (nurses and counselors) and drivers required by law to hold a Commercial Driver's License are subject to pre-employment and random drug testing.

### **Prohibition of Tobacco Products**

In accordance with the Georgia Smoke Free Air Act of 2005, the use of all forms of Tobacco Products on USG Properties (including Columbus State University) is expressly prohibited. Further, the advertising, sale, or free sampling of Tobacco Products on USG Properties is prohibited unless specifically stated for research purposes. All events hosted by a USG entity and by outside groups on behalf of the USG shall be tobacco-free.

### **Education and Treatment Resources**

All undergraduate students are required to complete a Health and Wellness, PELM 1205, course as part of the core curriculum in the degree program.

The Student Health Center located on campus provides health related services to students during the academic term. The center is open Monday through Friday during business hours. The telephone number is published in the Student Handbook which is made available to all students online on the Dean of Students web page.

### **Columbus State University Police Department**

The safety, protection and welfare of persons and property under the jurisdiction and control of the Board of Regents Institution are the responsibility and authority of the Columbus State University Police Department. Under the Division of Student Affairs for Columbus State University, the University Police provide general law enforcement duties through the enforcement of federal, state and local laws.

The Columbus State University Police Department maintains statistics on arrests and judicial referral for alcohol and drug offenses and compiles this data into yearly reports. The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act require all colleges and

universities to publish crime statistics. The statistics presented in this report reflect the enforcement activity of the Columbus State University Police Department beginning during the year 2015 through 2017.

## Appendix C

### Compliance Checklist

The compliance checklist highlights the legal requirements of the Drug-Free Schools and Campuses (DFSCA) Regulations. Completing this checklist will ensure that your campus has a sense of what has been done to satisfy the minimum requirements of the DFSCA. To read the exact letter of the law, please visit the Drug-Free Schools and Campuses Regulations on the U.S. Department of Education website.

Completed by: Columbus State University

Title: The Alcohol and Drug Task Force Biennial Review

Department: The Division of Student Affairs

	STUDENTS		FACULTY AND STAFF	
	YES	NO	YES	NO
1. Does the institution maintain a description of its alcohol and drug prevention program?	<input type="radio"/>		<input type="radio"/>	
<i>If yes, where is it located?</i>	<i>Within the Faculty and Student Handbooks available online, and The University System of Georgia Staff Handbook, also available to all employees through the OneUSG interface online</i>			
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	<input type="radio"/>		<input type="radio"/>	
b) A description of the health risks associated with the use of illicit drugs and the abuse of alcohol	<input type="radio"/>		<input type="radio"/>	

c) A description of applicable legal sanctions under local, state, or federal law	<input type="radio"/>		<input type="radio"/>	
d) A description of applicable counseling, treatment, or rehabilitation or re-entry programs	<input type="radio"/>		<input type="radio"/>	
e) Clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions	<input type="radio"/>		<input type="radio"/>	
3. How are the above materials distributed to students?				
a) Mailed to each student (separately or included in another mailing)		<input type="radio"/>		
b) Through campus post office boxes <i>All residents must attend a mandatory Safety Meeting that addresses alcohol and drug issues.</i>		<input type="radio"/>		
b) Class schedules which are mailed to each student <i>CSU does not mail class schedules because they are made available to the student online.</i>		<input type="radio"/>		
d) During freshman orientation	<input type="radio"/>			



e) During new student orientation	<input type="radio"/>			
f) In another manner (describe) <i>Available online</i>	<input type="radio"/>			
4. Does the means of distribution provide adequate assurance that each student receives the materials annually?	<input type="radio"/>			
5. Does the institution's distribution plan make provisions for providing these materials to students who enroll at some point after the initial distribution?	<input type="radio"/>			
	STAFF		FACULTY	
	YES	NO	YES	NO
6. How are the above materials distributed to staff and faculty?				
a) Mailed to home address from University System of Georgia	<input type="radio"/>		<input type="radio"/>	
b) Through campus post office boxes		<input type="radio"/>		<input type="radio"/>
c) During new employee orientation	<input type="radio"/>		<input type="radio"/>	
d) In another manner (describe) <i>Available online through faculty handbook and OneUSG staff handbook</i>	<input type="radio"/>		<input type="radio"/>	

7. Does the means of distribution provide adequate assurance that each staff and faculty member receives the materials annually?	<input type="radio"/>		<input type="radio"/>	
8. Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?	<input type="radio"/>		<input type="radio"/>	
	STUDENTS		STAFF & FACULTY	
	YES	NO	YES	NO
9. How and by whom 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 other drug use survey	<input type="radio"/>			
b) Conduct opinion survey of its students, staff, and faculty	<input type="radio"/>		<input type="radio"/>	
c) Evaluate comments obtained from a suggestion box		<input type="radio"/>		<input type="radio"/>
d) Conduct focus groups <i>Although focus groups have not been conducted, students enrolled in Introduction to Fitness courses engage in course discussions and view</i>		<input type="radio"/>		<input type="radio"/>

<i>materials covering alcohol and drug prevention</i>				
e) Conduct intercept interviews <i>The Human Resources Department refers employees to professionals when needed</i>	<input type="radio"/>		<input type="radio"/>	
f) Assess effectiveness of documented mandatory drug treatment referrals for students and employees <i>Confidentiality limits the ability to assess effectiveness</i>		<input type="radio"/>		<input type="radio"/>
g) Assess effectiveness of documented cases of disciplinary sanctions imposed on student and employees	<input type="radio"/>			<input type="radio"/>
	YES		NO	
10. If requested, has the institution made available, to the Secretary and the public, a copy of each required item in the drug prevention program and the results of the biennial review?	<input type="radio"/>			
11. Where is the biennial review located?	On the Dean of Students web page on the Columbus State University website			
12. Comments	On-line documentation format continues to gradually replace printed documentation			

END OF REPORT