UNIVERSITY OF

ST. FRANCIS

2020 Biennial Review

Drug-Free Schools & Communities Act Biennial Review 2020

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PART ONE: Review of Alcohol & Drug Policy & Programming

I. Introduction to the University of St. Francis

The University of St. Francis (USF) is a four-year university located in Joliet, Illinois. It is located 35 miles from Chicago and has been embedded in the Joliet community for over 100 years. As a Catholic university rooted in the liberal arts, USF is a welcoming community of learners challenged by Franciscan values and charism, engaged in a continuous pursuit of knowledge, faith, wisdom, and justice, and ever mindful of a tradition that emphasizes reverence for creation, compassion and peacemaking. USF strives for academic excellence in all programs, preparing women and men to contribute to the world through service and leadership

USF proudly stands in the Catholic tradition of liberal learning of thought, letters and art. It is in this culture that students are encouraged to incorporate these Franciscan values in their life and work:

- RESPECT, a reverence for all life and all humankind as children of God, we are brothers and sisters to all peoples—races and beliefs. We strive to show a reverence for all human life and life of all forms. Dignity and respect for all drive our efforts in working for the common good. In the spirit of charity, we support each other. We live daily with a reverence for all creation.

- COMPASSION for all people, always aware of the call to love our neighbors as ourselves, we strive to open our hearts to all others. We seek to form loving relationships thereby promoting empathy, forgiveness and peace in the global community. We work to build up God's people everywhere, to bring reconciliation, and to act as instruments of change for future generations.

- SERVICE in the Spirit of St. Francis we strive to serve all people, especially the poor and powerless. Knowing our own dependence on God and on others, we engage in active service to the poor and to those with special needs. In order to accomplish our mission, we seek also to exercise a wise stewardship of the university's resources.

- INTEGRITY in our work and interaction we commit ourselves in honesty and excellence in our work, and seek to experience high ethical standards in our lives. We accept personal responsibility for our actions. We are well aware of concern for the challenges of Christian living in a modern world. The university attempts to assist students, faculty and business people to achieve greater understanding of ethical dimensions of professional life.

USF's total enrollment for the 2020-2021 academic year is 3,778 students. Regarding on-campus enrollment, 1,387 undergraduate students are enrolled full-time, 155 undergraduate students are enrolled part-time, and 270 graduates are enrolled full-time. 1,762 graduate students and 204 adult undergraduate students are enrolled full-time off campus. 46% of freshman and 26% of undergraduate students live on campus. Demographic breakdown of the USF community are as follows:

- Gender:
    - 64% of students identify as female and 36% identify as male
- Ethnicity
    - 55% of students identify as White
    - 24% as Hispanic
    - 9% as African-American
    - 8% as other/Multi-racial
    - 3% as Asian
- 72 international students enrolled in undergraduate, graduate, and ELAP programs
    - Countries represented by international students:
        - Australia, Austria, Brazil, China, France, Ghana, Germany, India, Saudi Arabia, South Africa, Spain, Taiwan, U.K., Venezuela, Vietnam & Zambia

USF is nationally top-ranked for its online programs and courses. The average class size is 17.8 students and academic options are diverse. Undergraduates can choose from 50 majors and 42 minors while graduates can chose from 18 programs as well as 2 doctoral programs. USF also has a satellite program in Albuquerque, New Mexico, which houses a strong Physician Assistant program.

USF promotes well-being and positive health interventions to its students. Within the Division of Mission Integration and Ministry Division, five offices directly services students. These offices include the Counseling and Wellness Centers, Residence Life, Title IX/Office of Intuitional Diversity, International Programs, and University Ministry. The Counseling Center provides clinical and referral services to USF students, consultations to faculty and staff, and psychoeducational presentations to the USF students regarding alcohol and drug prevention. The Counseling Center also has a mutual agreement of understanding with Gateway Foundation to refer students for alcohol and other drug evaluations, recommendations and services.

II. Introduction of the Alcohol and Other Drug Committee (AODC)

The Alcohol and Other Drug Committee (AODC) leads the efforts of the University in alcohol and other drug (AOD) programming and evaluation of provided services. The University of St. Francis AODC is represented by a variety of individuals from the Ministry Department, Campus Security, Athletics, Residence Life, Faculty, and the Counseling Department. The AODC is committed to the reducing the incidents of high-risk behaviors among University of St. Francis students. These behaviors include, but are not limited to underage drinking, binge drinking, alcohol abuse and dependence, illegal drug use, and drug abuse and dependence. The committee meets quarterly, as possible, in order to assess the current climate of alcohol and illicit drug use on campus, review current policy, and create programming for students in order to educate and reduce dangerous and negative implications of alcohol abuse and drug use. The committee also acts as lead in identifying current usage trends, assessing student need, reviewing program effectiveness, and revising policy to address the unique needs of the University of St. Francis community.

The overall goal of the University of St. Francis is to strive for academic excellence in all programs, preparing women and men to contribute to the world through service and leadership. These goals

are framed in the pillars of respect, service, integrity, and compassion as indicated in the USF Student Handbook and Employee Policy Manual. USF's Alcohol and Drug Policy is as follows:

- The value of RESPECT relates directly to both the self as well as to others. It calls on us to accept the intrinsic worth and value of each human being. The abuse of alcohol and the use of non-prescribed drugs is a clear act of disrespect to self and to those to whom we encourage to engage in such acts.

- The value of SERVICE requires us to take action to be of deliberate benefit to others. Facilitating or encouraging any illegal or immoral act through the use of alcohol or non-prescribed drugs is clearly at odds with the value of service. Failure to come to the aid of others who are clearly jeopardizing their own or others welfare is inconsistent with the value of service.

- The value of INTEGRITY means that our actions will be consistent with our beliefs. A Catholic university must act in a manner that is consistent with its beliefs in the extreme importance and worth of every human being and this policy is a reflection of that mandate. Students who profess to hold values of self and mutual respect are expected to act in a manner that is also consistent with those values.

- Finally, the value of COMPASSION calls on us to have a sympathetic awareness of others' pain and distress and requires us to reach out to them in an effort to alleviate that pain. The university is committed to providing students with those services that will enable them to deal with alcohol and drug problems. Students are expected to care about one another and to come to the aid of their brothers and sisters who exhibit signs of alcohol or drug dependence or abuse.

In addition to the University of St. Francis overarching pillars noted in the Alcohol and Drug Policy, USF's AODC members strive to:

- Assess student perception and usage of alcohol and substance use;

- Offer appropriate programming, services, and resources to help students manage and resolve alcohol and/or substance related issues and;

- Design effective policy and implement consistent policy throughout the USF campus community.

III. Objectives of the Biennial Review

The objectives of the biennial review as identified by the U.S. Department of Education includes determining the effectiveness of an implementing any needed changes to all Alcohol and Drug Prevention Programs at the University of St. Francis and the Alcohol and Drug Policy; an ensuring that the disciplinary sanctions for violating standards of conduct are enforces consistently. This

compliance with the Code of Federal regulation, 34 CFR Part 86, or The Drug-Free Schools and Communities Act.

The Biennial Review includes:

- Review of alcohol and other drug (AOD) programming that occurs on the USF campus, their specific goals, and a measurement of their effectiveness. Consideration is given to the consistency of sanction enforcement. Recommendations made for revision to USF's existing Alcohol and Drug Programs are detailed.

- Summary of AOD program effectiveness and areas of improvement

- Presentation of alcohol and drug-based data (collected through student surveying, conduct violations, and counseling intakes) in measurement of policy and programming effectiveness and to identify areas of need. Consideration is given to the consistency of sanction enforcement.

- Review and update the USF Alcohol and Drug Policy, as well as subsequent programming and intervention methods to assist in the measurement of effectiveness and identifying areas of need. Recommendations have been made for improving Alcohol and Drug Policy, as well as any related procedures.

- Discussion of how the program and policy review, along with assessment data, has impacted effectiveness and led to the consistency of enforcement.

- Procedures for distributing annual AOD notifications to students, faculty, and staff – along with copies of the 2020 Biennial Review. These procedures are undertaken to educate members of the community about the Alcohol and Drug Policy, and the sanctions imposed to enforce it.

- Provide recommendations to revise the AOD committee and structure of meetings, goals, and objectives

IV. Description of Drug and Alcohol Programs and Services

A. Policy and Regulations

In addition to the student and employee Alcohol and Drug Policy that can be viewed in the second part of this review, there are other policies that comprise the University's drug and alcohol programs and services, which are described below:

1. Student Handbook, Code of Conduct, Section III: Policies – Provided by the Office of the Dean of Student Life (AMENDED August 1st, 2020)

    A. Tobacco Policy

The University of St. Francis complies with provisions of the Illinois Clean Air act (P.A. 86-1018). No smoking, vaping, or chewing is permitted in any building on campus. Smoking, vaping, or chewing are allowed in the following designated smoking areas:

- East entrance of the Donovan Hall
- Area facing North on Taylor Street at the East Wing of Marian Hall
- Back entrance of Tower Hall

There will be no tobacco products allowed within the boundaries of the entire St. Clare campus, including parking lots, outside of the buildings, etc. In addition, the University of St. Francis will not allow the use of smokeless tobacco or chewing tobacco in any classrooms. The use of smokeless or chewing tobacco is allowed in the designated smoking areas and private dorms.

Receptacles for cigarette waste are provided to reduce litter on campus grounds. Electronic cigarettes (e-cigarettes) are to be considered to be like traditional cigarettes; while they don't put off "cigarette" smoke they do put out an odor and a vapor, and some product vapors contain nicotine. Therefore, e-cigarettes are not permitted to be used in campus buildings and to only be used in the designated smoking areas mentioned above.

B. Policy Statement A: Student Alcohol and Drug Policy

ALCOHOL AND DRUG POLICY INTRODUCTION

The following policies apply to all University of St. Francis students who are taking at least one credit course, excluding students taking courses in settings other than the Joliet campus, and excluding persons involved in continuing education credit programs.

They also apply in connection with any student programs, events and activities of the university and its recognized student organizations. Violations of these policies may subject an individual or organization to disciplinary action.

UNDERLYING PRINCIPLES

A. The value of RESPECT relates directly to both the self as well as to others. It calls on us to accept the intrinsic worth and value of each human being. The abuse of alcohol and the use of non-prescribed drugs is a clear act of disrespect to self and to those to whom we encourage to engage in such acts.

B. The value of SERVICE requires us to take action to be of deliberate benefit to others. Facilitating or encouraging any illegal or immoral act through the use of alcohol or non-prescribed drugs is clearly at odds with the value of service. Failure

to come to the aid of others who are clearly jeopardizing their own or others welfare is inconsistent with the value of service.

C. The value of INTEGRITY means that our actions will be consistent with our beliefs. A Catholic university must act in a manner that is consistent with its beliefs in the extreme importance and worth of every human being and this policy is a reflection of that mandate. Students who profess to hold values of self and mutual respect are expected to act in a manner that is also consistent with those values.

D. Finally, the value of COMPASSION calls on us to have a sympathetic awareness of others' pain and distress and requires us to reach out to them in an effort to alleviate that pain. The university is committed to providing students with those services that will enable them to deal with alcohol and drug problems. Students are expected to care about one another and to come to the aid of their brothers and sisters who exhibit signs of alcohol or drug dependence or abuse.

SERVICES

Students are invited to discuss health risks with Counseling and Wellness Center staff available through the Mission Integration Department. The Wellness Center can be contacted at (815) 740-3399. The Counseling Center can be contacted at (815) 740-3598.

EXAMPLE TO STUDENTS

A. Faculty, administrators and other employees of the university are representatives of the university and expected to be role models and examples to students.
B. University representatives are encouraged to use discretion in their use of alcohol and are expected to foster adherence to these policies, with reference to the students they instruct or with whom they interact.

HEALTH AND SAFETY ISSUES

A. The university recognizes alcohol and/or drug abuse as a potential health, safety and security problem. Abuse of alcohol or drugs can seriously impair the health and lives of students and others. Students who abuse alcohol and or drugs can impair their own academic performance and do physical, psychological and academic harm to those around them. Alcohol use and abuse has wrongly been perceived as a ritual associated with maturity. In actuality, development into adult maturity may be seriously hindered by alcohol and drug abuse.

B. Alcohol and drug abuse is associated with liver disease, kidney dysfunction, heart disease, impairment of mental functioning, and increased risk for accidents and death. It is a major factor in college students leaving school and abandoning their educations. It can lead to a weakening of an individual's capacity to cope with stress, i.e. psychological resiliency.

C. Since there are many damaging and debilitating effects from alcohol and drug abuse, it is imperative that the university establish policies and procedures to deal with these issues that both clearly state our concern for students, and that clearly reflect our values of respect, service, integrity and compassion for others.

FIELD TRIPS AND FOREIGN STUDY EVENTS

These policies pertain to students while on or off campus, including field trips. For purposes of this policy, a university sponsored event shall be any event that is designed for the education of students which utilizes university resources, whether those resources be financial, material, or personnel.

During a university sponsored educational event such as a field trip, the university representative designated as having authority over the event may establish specific alcohol use limits or guidelines that he or she believes appropriate to the nature of the event, and in the best interests of the students involved. Such limits or guidelines must be within the parameters of the law and of these policies, and shall take into consideration the liability of the university for the welfare of students. e.g. A university representative at such events may establish specific drinking limits for persons 21 or older.

Prior to the initiation of an event, the university representative responsible for supervising the event is expected to clarify in writing to all students involved, what the expectations are regarding student use of alcohol during the event. Students must sign the notice indicating that they fully understand the expectations, and university policies pertaining to alcohol and drug use. Students are always expected to follow both the law, and policies of the university. (University representatives who have questions or need clarification regarding this section may contact the Student Life Office.)

For liability purposes, the representative will designate when a university sponsored event is officially initiated and when it shall be terminated. After an event has officially terminated, the university no longer shares responsibility for the conduct of students.

Students involved in foreign study programs will be required to adhere to policies and procedures of the program, and laws of the country in which they are studying. The university administrator, instructor, or other designated authority who is responsible for foreign study experience has the right to establish limitations on student drinking during foreign study experiences that he or she believes to be in the best interests of the student, and which respects the reputation of and legal responsibilities of the university. The decision of the university authority will be final in this regard.

ALCOHOL POLICY RELATIVE TO ALL STUDENTS AT THE JOLIET MAIN CAMPUS

A. In the State of Illinois, the legal drinking age is 21. Persons under 21 may not consume or sell alcohol. It is also unlawful to serve or sell alcohol to anyone under the age of 21.

B. Possession or consumption of alcoholic beverages by or distribution of alcoholic beverages to individuals under the legal drinking age is a violation of university policy on or off campus. On the basis of probable cause, consumption will be assumed when the odor of alcohol is present from or on a student. The school authority who draws the assumption will document the incident and then refer to Wellness Center to rule out medical causes. If no medical cause is found, the student will be referred to the Dean of Students.

C. Students are responsible for knowing, understanding and complying with the applicable state laws, and municipal and county ordinances regarding alcohol.

D. The university will inform students of these policies during new student orientation at the beginning of the fall and spring semesters and through the Online Student Handbook. Students will also be informed through e-mail devices, and a copy of these policies (as they relate to students) will also be found on the university's website. These policies will also be reviewed with students at the time of any university conduct proceeding related to a violation of the alcohol policy. These policies and consequences for infractions will also be referred to in the housing contract signed by students who live in a university sponsored residence.

E. Intoxication in public is prohibited. Intoxication for purposes of these policies will be assumed when recognized behavioral cues for intoxication are present, such as loss of inhibition, poor judgment, slowed reactions or poor coordination.

F. Violations of the alcohol policy may, in the opinion of university staff, reflect the potentiality of a serious alcohol or drug related disorder and in such cases, will result in a referral to university counseling services for an evaluation and whatever follow-up services deemed appropriate.

G. Providing an alcoholic beverage to an obviously intoxicated individual is inhumane and prohibited.

H. The consumption of alcoholic beverages will not be accepted as an excuse or rationalization for any conduct that violates university regulations. Appropriate penalties will be applied for any conduct violations and when such violations manifest the possibility of a behavioral disorder, referral will be made to university counseling services.

I. The unauthorized possession of empty or open containers of alcoholic beverages and/or the consumption of same by students, other than those allowed in exempt residence hall areas, is prohibited on university property or at university sponsored events.

J. Common sources of alcohol, (kegs, half-kegs, quarter kegs, beer bongs, punches, etc.), or other means of mass distribution by students, (e.g. taps), are not permitted on the university premises, unless at a university sponsored event when alcohol has been approved by university personal.

K. Commercial delivery of alcohol to individual students is prohibited.

L. The university will allow students to drink alcohol who have reached their 21st birthday at university sponsored events where alcohol is served by the university or by contractors employed by the university. Students who have reached the legal age of drinking in Illinois may not however bring or drink alcohol other than that provided by the university at these events.

M. Any person who serves alcohol at any university sponsored event must be trained by the university or contractors of the university, regarding Illinois and local laws and regulations regarding the service of alcoholic beverages.

N. Any student shall be in violation of the university alcohol policy where he or she knowingly permits a gathering at a residence, on or off campus, where underage drinking occurs (regardless of whether the alcohol was provided by the student occupying the residence or brought by the person(s) under the age of 21). Note: A student may be charged with a Class 4 felony under Illinois law if he or she permits intoxicated persons to leave the residence which he or she occupies, leading to serious injury or death.

<u>RESIDENT ALCOHOL POLICY</u>

A. All residents and their guests must comply with the University's Alcohol Policy.

B. Alcohol is only permitted for students who are of legal drinking age in the state of Illinois, (21), and who are living in an area of a residence hall that has been explicitly designated by the University as an area where said students are allowed to consume alcohol. These areas of the residence halls are residence hall rooms (not common space) in Tower Hall and Motherhouse. Marian Hall is a dry residence hall.

C. Students who have reached the legal drinking age in Illinois may not use alcohol on campus property except in designated exempt residence hall areas, i.e. the residence hall rooms, or at university sponsored events where alcohol is provided by the university.

D. Residents who are allowed to consume alcohol in designated residences may have no more than 2 (two) 750 mL bottles of wine, or one 12 (twelve) pack of 12 ounce containers of beer, hard cider, or wine coolers—such as but not limited to Mike's Hard Lemonade, Smirnoff Ice, Smirnoff Signature Drinks, or Seagram's Escapes. Residents who are allowed to consume alcohol are allowed to have any combination of 12 ounce containers of beer, hard cider, or wine coolers, as long as the total number of containers does not exceed 12 (twelve). This is per person. Kegs, containers of liquor, 24 or 36 packs of beer, etc., or other sources of alcohol in quantities other than listed above are prohibited.

E. Any resident under the age of 21 found on university property or at university sponsored events with others who are not of legal drinking age while alcohol is being consumed will be found in violation of this alcohol policy. Exceptions would be students under the age of 21 who have been specifically authorized by the university to be present at an event. e.g. fundraiser where students are working.

F. Possession of alcohol for purposes of this section of this policy is defined as being in a room where alcohol is present. Students under the age of 21, who visit the exempt rooms of students age 21 or older, will not be presumed to be drinking merely by their presence in such rooms, unless alcohol is being consumed by anyone in their presence.

G. Students over the age of 21 are also in violation of the policy if underage students are drinking in their presence.

H. Possession of empty alcohol containers for any reason, including decorative purposes, is prohibited for students and guests under the legal drinking age (21), and for every resident in Marian Hall. Possession of alcohol paraphernalia— such as, but not limited to beer bongs and party balls—is prohibited in every residence hall on campus.

I. Products displaying an alcohol brand name are allowed for decorative purposes if it is something a person can buy while under the legal drinking age.

ALCOHOL POLICY RELATED TO ATHLETICS POLICY

A. Athletic team members representing the University of St. Francis are expected to represent the university in a first-class manner. Any violation of behavior standards related to alcohol use can result in consequences that are deemed appropriate to the incident by administrators within the athletic department.

B. If a student-athlete is charged with a violation of the University's Alcohol Policy, the student-athlete will receive sanctions from the university as delineated in these policies. In addition to coming under sanctions from the university's normal policies and procedures that are relevant to all students, the student-athlete will also

appear before the Director of Athletics and possibly the Athletic Disciplinary Board.

C. Athletic administrators have options open to them including, but not limited to, the loss of a percentage of the student-athlete's playing season to the loss of scholarship or dismissal from the team. If less than a full season is remaining at the time of a violation, the remaining suspension from participation shall carry over to the following season.

DRUG POLICY

A. The harmful effects of drug abuse on physical and mental health are well established, as well as the costs of such actions both academically and legally.

B. A violation of federal, state, or local laws concerning drugs shall be considered a violation of university policies and is subject to university disciplinary action up to and including separation from the university community.

C. The university prohibits the illegal possession or transfer of any illicit drug so defined under state or federal law and views the use, possession or sale of illicit drugs as contradictory to the welfare of both the individual and the university community.

D. Whenever, in the final opinion of the Dean of Students, there is sufficient and credible information or other evidence from within the university or from without, that a student is or has been trafficking in illicit drugs, or is or has been in possession of such amounts as to make this a reasonable supposition, the student will be subject to dismissal from the university and the legal authorities will be notified.

E. Students are responsible for reading and understanding and complying with all applicable state and local laws pertaining to drug abuse as well as the legally mandated consequences for drug possession or distribution. Legal consequences for drug possession or distribution are printed in these policies for student awareness.

F. The use of drugs or being under the influence of drugs will not be accepted as an excuse or rationalization for any conduct that violates university regulations or the rights of others. Appropriate penalties will be applied for any conduct violations and when such violations manifest the possibility of a behavioral disorder, referral will be made to the university's counseling services.

G. The possession of drug paraphernalia by a student or present in a room owned by the university and used by a student is prohibited.

H. Possession of illicit drugs for purposes of this section of this policy is defined as being in a room where illicit drugs are present

I. Although the State of Illinois has recently passed a law allowing the use of medical marijuana, no person may possess or use, in any form, marijuana on any college property including outside areas, even with a valid Medical Cannabis Card.

DRUG POLICY RELATED TO ATHLETICS

A. Athletic team members representing the University of St. Francis are expected to represent the university in a first-class manner. Any violation of behavior standards related to personal illicit drug use will result in consequences that are deemed appropriate to the incident by administrators within the Athletic Department.

B. If a student-athlete is charged with a violation of the University's Drug Policy, the student-athlete will receive sanctions from the university as delineated in these policies. In addition to coming under sanctions from the university's normal policies and procedures that are relevant to all students, the student-athlete will also appear before the Director of Athletics and possibly the Athletic Disciplinary Board.

C. Athletic administrators have options open to them including, but not limited to, the loss of a percentage of the student-athlete's playing season to the loss of scholarship or dismissal from the team. If less than a full season is remaining at the time of a violation, the remaining suspension from participation shall carry over to the following season.

MANDATED CONSEQUENCES FOR POLICY INFRACTIONS

A. The university recognizes that individuals who personally abuse or are addicted to illicit drugs or alcohol are in need of consequences that will assist them in making informed choices about their future behavior.

B. The university makes a distinction between mandated consequences which are more negative in nature, and interventions which are aimed at assisting an individual student in changing attitudes, beliefs, and behavior.

C. Mandatory consequences for first personal offenses against these policies related to the improper or illegal private use of alcohol or drugs will be a meeting with the Dean of Students or his designee and a monetary fine of up to $100 at the discretion of the conduct officer. The conduct officer will conduct an initial assessment of the student's behavior and will determine whether an intervention/ referral will be made for an alcohol assessment by university counseling services. As a result of this evaluation, further services or interventions may be required. Referrals to University Counseling Center services for an evaluation after an initial infraction of these policies will be made when there is reason to suspect that the student's use of alcohol is excessive, abusive, or possibly addictive.

D. Mandatory consequences for a second personal violation of these policies will be up to a $200 fine to be imposed by the conduct officer. Second offenses will automatically result in a referral to the University's Counseling Center services for an alcohol-drug evaluation.

E. Consequences for a third personal violation of these policies may include dismissal from the residence hall or the university.

MANDATED CONSEQUENES FOR POLICY INFRACTIONS

A. The university recognizes that individuals who personally abuse or are addicted to illicit drugs or alcohol are in need of consequences that will assist them in making informed choices about their future behavior.

B. The university makes a distinction between mandated consequences, which are more negative in nature, and interactions, which are aimed at assisting an individual student in changing attitudes, beliefs, and behavior.

The following sanctions are intended as guidelines, which may be modified based upon extenuating circumstances and may be imposed upon any student found to have violated the Student Code. Sanctions may be used independently or in combination depending on particular circumstance of the violation. Sanction determination is based on the severity of the current offense, and/or previous offences (if any), and/or the current disciplinary status of the student found responsible, and/or the threat to the health or safety of any person, and/or any other reasonable factor. These are only GUIDELINES, and the actual sanctions given will be determined on a case-by-case basis.

Violation	**First Offense**	**Second Offense**	**Third Offense**
Alcohol use or possession	Disciplinary reprimand, alcohol-online assessment (https://www.impactinc.org/impact-awareness/online-alcohol-screen/) and reflection paper using one topic from impactinc.org	Meeting with Counseling Center staff, undergo an alcohol assessment, follow up with any fees necessary, letter home if under 21, disciplinary action	Referral to Conduct Board, possible suspicion or removal from residence halls, discretionary sanctions
Marijuana possession or use	Disciplinary reprimand, drug assessment (https://adsyes.org/alcohol-and-drug-online-assessment/)	Meeting with Counseling Center staff, drug assessment, follow up with any fees necessary, letter home, disciplinary action	Referral to Conduct Board, possible suspicion or removal from residence halls, discretionary sanctions
Other drug possession or use	Law enforcement called, mandatory counseling, drug assessment and follow-up, paying of fees associated with assessment, letter home, disciplinary probation	Law enforcement called, referral to Conduct Board for possible suspension, removal from residence halls, or other discretionary sanctions	Referral to Conduct Board, expulsion likely

CONSEQUENCES RELATED TO DISTRIBUTION AND SUPPLY OF ALCOHOL TO OTHERS, OR THE SALE OR TRAFFICKING IN DRUGS.

A. The illegal or illicit distribution of alcohol to a person under the age of 21 is prohibited and is subject to sanctions imposed by university administration, including the possibility of a report being made to local police authorities leading to arrest. Encouraging an individual under the age of 21 to drink goes directly against the values of the university pertaining to respect for and service to another human being.

B. The illegal or illicit distribution of illegal drugs to any person is prohibited. Consequences for such distribution or supply to other students will be automatic discharge from the university. In addition, if a student attempts to sell, distribute or encourage the use of illicit drugs, the university will notify the legal authorities of this behavior and assist in their prosecution.

C. In cases where a student is arrested for breaking the law pertaining to the illicit distribution or supply of illicit drugs or alcohol, and that student has not been determined by university authorities to have broken policies or rules of the university prior to his or her arrest; the student will automatically be suspended from living in a university sponsored residence until a legal judicial decision is made regarding guilt or innocence. That student will also be placed on probationary status as a student of the university. If the student is found to be guilty of such charges in a court of law, the student will not be allowed to live in a university sponsored residence again, and will be subject to university disciplinary action, including possible discharge from the university.

PARENTAL NOTIFICATION

A. The decision to inform parents regarding when a student who is under the age of 21 engages in illegal drinking behavior or drug use is consistent with recent changes in the law that governs the privacy of student records, the Family Educational Rights and Privacy Act. This permits colleges and universities to inform the parents/guardians of students under 21 years of age when their student has been found in violation of university alcohol and drug rules as it relates to use or possession.

B. In the interest of the student, the university will notify parents of all alcohol and drug violations for students under the age of 21. Exceptions will be granted on a case-by-case basis. We will encourage parents to take an active role in helping their student to make rational decisions regarding drugs and alcohol.

RETENTION OF DOCUMENTS RELATED TO THIS POLICY

A. This policy will be retained in the office of the Dean of Students.

B. Results of the university's biennial review will also be retained in the office of the Dean of Students.

MANDATED BIENNIAL REVIEW

A. It is the policy of the university to have these policies and procedures reviewed every two years.

B. The University's Alcohol and Drug Policy Committee which shall be responsible for the review, revision, and implementation of these policies under the direction of the Dean of Students.

ALCOHOL AND DRUG POLICY FOR OFF SITE STUDENTS

A. For purposes of this policy only, "Off-Site Students" refers to those individuals who attend for credit classes through the University of St. Francis, at sites not located at the Joliet campus.

B. The use of alcohol or non-prescribed mood-altering drugs by students on any university site, i.e. premises used by the university for the purpose of conducting educational opportunities, is prohibited. Off-site students must also abide by any additional policies that may be established by the off site location coordinator. When applicable, these additional policies will be provided by the instructor and/or location coordinator.

C. Appearing at a university site under the influence of alcohol or non-prescribed mood-altering drugs is prohibited.

D. If a student engages in prohibited behaviors at an "off-site" facility, it will be the decision of the Dean of Students or the Dean's designee to determine appropriate penalties for this behavior. Appropriate penalties will include monetary fines, exclusion from one class or exclusion from all classes. Exclusion from the university will be confined to the decision of the Dean of Students or the Dean's designee under which the class was being conducted.

E. Off-site students have the right to appeal decisions made by the Dean of Students or the Dean's designee. Appeals are to be presented in writing to the Provost. The Provost will have final authority in the matter.

C. Policy Statement B: Breathalyzer Policy

POLICY STATEMENT B: BREATHALYZER POLICY PHILOSOPHY

The University of St. Francis is concerned about the steady rise in binge drinking in college students over the last few years. To that end, the university developed an alcohol policy which would discourage illegal alcohol use in the residence halls and at off-campus parties. After an initial increase in alcohol violations in Spring 2009 and Fall 2009, the number has significantly decreased.

When underage students are present at gatherings where alcohol is being consumed, the university considers these students to be in violation of the alcohol policy, whether they had consumed alcohol or not. The thought by the university was to discourage underage students from supporting a culture where underage drinking is tolerated. Conduct officials, however, realized that in the course of hearing individual cases, it was difficult to ascertain whether or not someone was drinking. As a result, students who were faced with the same violation were given similar sanctions, even if one student was drinking and one student was not.

This concept is in direct conflict with the philosophy of discipline, which is to educate students and to issue sanctions which are appropriate to the offense. It is inappropriate to sanction an individual who was simply present and not drinking with alcohol education and assessment. Conversely, if all students claimed not to be drinking, and sanctions were reduced based on those claims, no one would ever admit at a disciplinary hearing to drinking. As a result, the students who need the education would not get it.

The following breathalyzer policy and procedure attempts to address the dilemma while still holding students accountable for being in the presence of underage drinking.

POLICY

If occupants of a residence hall room and/or their guests are suspected of underage drinking, the Residence Education staff and/or Security staff should follow the protocols indicated in their respective training manuals and/or handbooks.

Once a staff member has entered the room and begins documenting the situation, any student may have the opportunity to request a breathalyzer test to be administered by a Security Officer.

The student must understand that it is up to him or her to request the breathalyzer test to the staff member. At no time can a Security Officer request a student to take a breathalyzer test.

The student must also understand the he or she may still be found in violation of the alcohol policy. However, if the hearing officer knows that the student was not drinking, the sanctions issued should reflect the totality of the situation. There is no written formula for sanctioning, and the hearing officer has the discretion to sanction based on the needs of the individual student.

PROCEDURE

1. The breathalyzer policy is in effect when alcohol has been discovered by a university employee in a residence hall room or other public area on the Joliet campus.

2. When university staff is documenting an alleged alcohol violation, a student may request a breathalyzer test.

3. Upon request, the university employee, if not a Security Officer, will contact Security.

4. A Security Officer, trained in the use of a Breathalyzer, will go to the scene.

5. The Security Officer will allow the resident to use the breathalyzer device in accordance with the training received by the Security Officer.

6. The results of the breathalyzer test are to be recorded in the report indicating the number, in decimal form, corresponding with the student who took the breathalyzer test (Example, .00 or .03).

7. A result of .00 is the only acceptable number confirming that the underage student was not drinking.

8. Any student who records a number above the legal limit for their age will not be allowed to leave campus while driving a vehicle. If a student attempts to drive while above the legal limit, university staff will immediately notify the police for a possible arrest.

ALCOHOL POLICY FOR RESIDENTS

A. All residents and their guests must comply with the University's Alcohol Policy.

B. Alcohol is only permitted for students who are of legal drinking age in the state of Illinois, (21), and who are living in an area of a residence hall that has been explicitly designated by the University as an area where said students are allowed to consume alcohol. These areas of the residence halls are residence hall rooms (not common space) in Tower Hall and Motherhouse. Marian Hall is a dry residence hall.

C. Students who have reached the legal drinking age in Illinois may not use alcohol on campus property except in designated exempt residence hall areas, i.e. the residence hall rooms, or at university sponsored events where alcohol is provided by the university.

D. Residents who are allowed to consume alcohol in designated residences may have no more than two 750ml bottle of wine, or one 12 (twelve) pack of 12-ounce containers of beer, hard cider, or wine coolers—such as but not limited to Mike's Hard Lemonade, Smirnoff Ice, Smirnoff Signature Drinks, or Seagram's Escapes. Residents who are allowed to consume alcohol are allowed to have any combination of 12-ounce containers of beer, hard cider, or wine coolers, as long as the total number of containers does not exceed 12 (twelve). This is per person. Kegs, containers of liquor, 24 or 36 packs of beer, etc., or other sources of alcohol in quantities other than listed above are prohibited.

E. Any resident under the age of 21 found on university property or at university sponsored events with others who are not of legal drinking age while alcohol is being consumed will be found in violation of this alcohol policy. Exceptions would be students under the age of 21 who have been specifically authorized by the university to be present at an event. e.g. fundraiser where students are working.

F. Possession of alcohol for purposes of this section of this policy is defined as being in a room where alcohol is present. Students under the age of 21, who visit the exempt rooms of students age 21 or older, will not be presumed to be drinking merely by their presence in such rooms, unless alcohol is being consumed by anyone in their presence.

G. Students over the age of 21 are also in violation of the policy if underage students are drinking in their presence.

H. Possession of empty alcohol containers for any reason, including decorative purposes, is prohibited for students and guests under the legal drinking age (21), and for every resident in Marian Hall. Possession of alcohol paraphernalia— such as, but not limited to beer bongs and party balls—is prohibited in every residence hall on campus.

I. Products displaying an alcohol brand name are allowed for decorative purposes if it is something a person can buy while under the legal drinking age.

2. Athletics

The University of St. Francis has filed its statement on substance abuse with the NAIA. The University has made a commitment to an educational approach in this area, one which will instruct all student-athletes as to the hazards of abuse. This will include mandatory seminars and other educational programs. The expectation of the

University of St. Francis athletic department is for all of its student-athletes to abstain from drinking throughout the school year and especially in-season, even if they are old enough to drink.

i. Trainings by USF Counseling Center

   i. The Athletic Department is active in its prevention efforts by encouraging students to attend events hosted by Counseling Center. Topics include enhancing athletic performance, depression, anxiety, alcohol and substance misuse, and suicide.

ii. Random drug testing

   i. The University has also made a commitment to a drug testing approach in this area. This will include testing throughout the year for a random sample of student-athletes. A policy manual covering all aspects of the drug testing procedure is provided in a separate handout.

iii. Review of the Student Athlete Handbook

   i. The student handbook is annually reviewed with the student-athletes on rules applying to alcohol and other drugs as well as services available to students on campus that address concerns about substance use. Athletes are required to acknowledge that they have read and understand university policies regarding the use and abuse of alcohol and other drugs. (http://www.gofightingsaints.com/d/2019-20/USF_Student-Athlete_Handbook.pdf)

iv. Referrals to the USF Counseling Center

   i. Beyond these components is a commitment to helping those student-athletes who may have current drug/alcohol problems. Counseling is available through the University's Counseling Center and referrals can be made to one of the local agencies. The strictest confidentiality is maintained in these matters.

v. Alcohol Violations Consequences

   i. If a student-athlete is written up for an alcohol violation in Residence Life or if an alcohol violation in the community comes to the attention of the Athletic Department, that student-athlete will receive sanctions from the University as delineated in the Student Handbook. The student-athlete will also appear before the Athletic Director and possibly the Athletic Disciplinary Board. Violations can result in the loss of a percentage of the student-athlete's playing season. If less than a certain percentage of a full season is remaining at the time of the violation, the remaining suspension from participation shall carry over to the following season. Additional

violations can result in the loss of scholarship and dismissal from the team. The severity of the violation can result in stronger sanctions concerning loss of games, scholarship or dismissal from the team. (http://www.gofightingsaints.com/d/2019-20/USF_Student-Athlete_Handbook.pdf)

vi. Drug Violations Consequences

i. If a student-athlete is written up for a drug violation in Residence Life or if a drug violation in the community comes to the attention of the Athletic Department, that student-athlete will receive sanctions from the University as delineated in the Student Handbook. In addition to University sanctions, the student-athlete will lose a certain percentage of his/her playing season. If less than a full season is remaining at the time of the violation, the remaining suspension from participation shall carry over to the following season. A subsequent violation can result in the loss of the student-athlete's scholarship and dismissal from his/her team. Upon committing the violation, both the Director of Athletics and the Athletic Disciplinary Board will meet with the student-athlete. The severity of the violation can result in stronger sanctions concerning loss of games, scholarship or dismissal from the team. (http://www.gofightingsaints.com/d/2019-20/USF_Student-Athlete_Handbook.pdf)

vii. Sale/Distribution of Drugs Consequences

i. Any student-athlete caught selling, distributing or manufacturing drugs will lose his/her athletic scholarship immediately and be dismissed from his/her team at that time. (http://www.gofightingsaints.com/d/2019-20/USF_Student-Athlete_Handbook.pdf)

viii. Gambling Consequences

i. The expectation of the University of St. Francis athletic department is for all of its student-athletes to abstain from any and all types of gambling both in and out of season.

ii. If a student-athlete is written up for a gambling violation in Residence Life or if a gambling violation in the community comes to the attention of the Athletic Department, that student-athlete will receive sanctions from the University as delineated in the Student Handbook. The student-athlete will also appear before the Athletic Director and possibly the Athletic Disciplinary Board. Violations can result in the loss of a percentage of the student-athlete's playing season. If less than a certain percentage of a full season is remaining at the time of the violation, the remaining suspension from participation shall carry over to the following season. Additional violations can result in the loss of scholarship and dismissal from the team.

iii. The severity of the violation can result in stronger sanctions concerning loss of games, scholarship or dismissal from the team. (http://www.gofightingsaints.com/d/2019-20/USF_Student-Athlete_Handbook.pdf)

3. Employee Policy Manual (Provided by the Human Resources Department)

A. Part IV: Employment policies applicable to all employees of the institution (AMENDED: December 9, 2019)

3.7 Employee Conduct and Behavior

A. AMENDED: December 9, 2019 (see amended notice to include marijuana use in the Appendix)

4.6 Substance and Alcohol Abuse Policy

The university prohibits the unlawful use, possession, manufacture, transportation, promotion, or distribution of illegal drugs, marijuana or otherwise legal but illicitly used substances; including prescribed and/or over the counter drugs not being used for their intended or authorized purposes on the campus of the university or as part of any of its activities. Possession of paraphernalia associated with the use, possession, or manufacture of these substances is prohibited on the campus of the university or as part of any of its activities. The university reserves the right to search an employee's desk, locker or personal vehicle on company property if the university suspects that this policy has been violated.

Except in those instances when prior approval has been obtained from the university administration, the use, possession, manufacture, transportation, promotion, or distribution of alcoholic beverages is prohibited on the campus of the university or as part of any of its activities.

Beverage permit applications must be completed by individuals or groups responsible for an event where alcoholic beverages may be served. The university will make a determination for each application and the university reserves the right to refuse its permission. Beverage permit applications may be obtained from the Dean of Students.

4.6.1 Interpretation, Administration, and Enforcement

The administration of the university has adopted rules and regulations in connection with the interpretation, administration, and enforcement of this substance and alcohol abuse policy. The university reserves the right to interpret, apply, and enforce the provisions of this policy, including the determination of whether a violation has occurred. The university also reserves the right to amend this policy as necessary to maintain compliance with applicable local, state, and federal laws, or as needed to maintain the objectives of this substance and alcohol abuse policy.

4.6.2 Disciplinary Sanctions for Violations

In addition to any of the sanctions set forth in the Policy Manual, the university reserves the right to refer all matters in violation of its substance and alcohol policy to the appropriate law enforcement agencies. It is the responsibility of each individual to seek assistance before alcohol and drug problems lead to disciplinary action. An employee's decision to seek assistance with an alcohol or substance abuse problem may be considered a mitigating factor in connection with any University disciplinary sanctions.

4.6.3 Distribution or Manufacture of Drugs or Drug Paraphernalia

The penalty for sale, distribution, or manufacture of marijuana, controlled or illegal substances or drug paraphernalia on the University of St. Francis campus or as part of any of its activities will be permanent expulsion or dismissal from the university.

4.7 Smoking

The University of St. Francis complies with the provisions of the Illinois Clean Air Act (P.A. 86-1018). Smoking is not permitted in any building on the campus.

Smoking is permitted in designated smoking areas outside campus buildings, no closer than 15 feet to a building's entrances or windows. Receptacles for cigarette waste are located in these areas.

Those found in violation of this policy would be considered to have shown "flagrant disregard of University policy and regulations" as documented in the *Policy Manual*.

4.12.6 Food and Alcohol Statement

As a Catholic, Franciscan institution committed to holistic education of our students, we need to be aware that how we serve food and alcohol can be a direct expression of our values. While food and drink play a key role in community and collegiality, students have entrusted us with not only their education but also their tuition dollars. Food and drink for faculty and staff paid for with students' tuition dollars should only be used when we can justify the results as benefiting the students. For example, meals should not have to be served for meetings that are part of routine professional work. However, meals might be used for non-routine events such as to encourage new faculty/staff initiatives or when we have off-campus visitors. Light refreshments may be served is appropriate for routine meetings. A similar philosophy should be applied to serving alcoholic beverages. When attending activities where alcohol is available, students, faculty, and staff should be aware of their role as representatives of the University community and are encouraged to promote the University's mission as it relates to social events. Alcoholic beverages should be served, on-campus or off-campus, with discretion and with approval of the dean for academic units and vice presidents for non-academic units. Mindful of Illinois State law and the student alcohol policy (see USF Student Handbook); alcohol may not be served to students who are not legal drinking age (21)

B. Prevention and Education Programs and their Goals

1. Student Housing and Residence Life

The Residence Life department provides substance-free living communities on campus for incoming freshmen and students who have made a commitment to abstain from alcohol and drug use.

i. Resident Assistant Training

i. As part of their required training, all Resident Assistants (RAs) attend trainings where an overview is given of the alcohol and drug policy as well as protocol for documentation is discussed. Within their roles, RAs are expected to document situations that potentially involve alcohol and/or drugs, and are required to notify the USF Security Department and On-Call Residence Life Prostaff. This training seeks to educate RAs about our drug and alcohol policy, and to increase the confidence of the RAs who may have to confront and document behavior.

ii. Residence Life Prostaff Training

i. Similar to the RAs, Residence Life Prostaff are trained around proper response and documentation protocols involving drugs and/or alcohol. This training seeks to educate Residence Life Prostaff about the alcohol and drug policy and to increase the confidence of the Residence Life Prostaff who may play a more active role in confrontation of such behaviors.

iii. Educational Programming

i. As part of their duties, Resident Life Prostaff and Assistants implement social and educational programming in the residence halls. This programming is focused on education around alcohol and other drugs, bystander intervention, and other topics.

2. Wellness Center

The Wellness Center educates USF students on the health risks, both physical and psychological, associated with alcohol or drugs consumption. Staff will suggest university or community resources to assist the student if deemed necessary.

3. Counseling Center

The Counseling Center is comprised of three licensed clinical mental health counselors and a Masters-level intern to provide counseling and consultative services to the USF community. Staff collaborate with academic and administrative departments to educate, provide resources, and promote healthy mental wellness behaviors. Staff also provide referrals to community-based providers as needed based on the student's concerns and symptoms.

Counseling

i. The Counseling Center provides individual couples, and group counseling in a confidential manner. Substance use or abuse issues can be assessed and treated on a short-term basis. Substance use that requires long-term treatment will be referred out for ongoing services at Gateway Foundation. If a student is interested in services, they can contact the Counseling Director or walk into the Center and schedule an appointment.

ii. Crisis Intervention

i. If a student is experiencing a crisis and needs to speak with a counselor, her/she/they can contact the on-call crisis counselor at (815) 278-2235 during or after business hours.

iii. Mental Health Workshops

i. Counseling Center staff raise awareness on campus through outreach, psycho-educational presentations, and prevention programs for students throughout the academic year. Topics include maintaining wellness and balance, stress reduction, depression, anxiety, eating disorders, alcohol and substance misuse, suicide, domestic violence, and developing positive coping skills.

ii. During each presentation, students receive information regarding the negative physical and psychological effects of alcohol and other drugs and are encouraged to contact the center for consultation, assessment and further counseling services as needed.

iii. Counselors also provide AOD related information to students and parents at freshman and transfer orientation each semester. Additionally, staff provide referrals to community based providers as needed.

iv. AOD Screenings

i. As part of Alcohol Awareness Week and National Alcohol Awareness month, the Counseling Center provides free confidential screenings as well as educational materials for students. The University of St. Francis Counseling Center also collaborates with Gateway Foundation in order to provide free phone screenings to students, faculty, and staff. This service assists in identifying the proper level of care for those who are in need of substance abuse treatment.

4. University Ministry

i. University Ministry provides the campus community with a supportive and collaborative service in referring students to the Counseling Center. Peer Ministers also take part in training from the Counseling Center about how to help a student access support services for depression, anxiety, suicide, sexual assault and AOD issues.

5. University Campus Safety and Security

The University of St. Francis employs trained security officers who are a professional and visible presence 24 hours a day, seven days a week. University of St. Francis officers are an unarmed informational force and have jurisdiction in all areas of campus. They are in direct communication with the Joliet Police Department and the Joliet Fire Department and call upon their assistance when needed. The department is dedicated to maintaining a safe and secure learning, teaching and working environment at the University of St. Francis. The USF Campus Safety and Security staff also oversees the student-led Campus & Parking Lot Safety Committee, which offers the opportunity for students to get involved in keeping their campus safe.

i. Annual Security and Fire Safety report/Clery Report (https://www.stfrancis.edu/wp-content/uploads/2020/09/Clery-Report-2020-for-2019-calendar-year-final.pdf)

a. Alcohol and Drug Policy (pages 9-10)

b. Medical Marijuana (page 11)

c. Illegal Drugs (page 11-12)

d. Drug and Alcohol Abuse Programs (page 13)

e. Smoking Policy (page 43)

f. Crime Statistics Tables

Main Campus (500 Wilcox Street, Joliet, IL, 60435)								
Arrests for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Drug Abuse Violations	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

Main Campus (500 Wilcox Street, Joliet, IL, 60435)								
Referrals for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Drug Abuse Violations	3	3	0	0	2	2	0	0
Liquor Law Violations	38	38	0	0	37	37	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

St. Bonaventure Campus (16 W. Van Buren Street, Joliet, IL, 60435)								
Arrests for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Drug Abuse Violations	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

St. Bonadventure Campus (16 W. Van Buren Street, Joliet, IL, 60435)								
Referrals for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Drug Abuse Violations	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

St. Claire Campus (16 W. Van Buren Street, Joliet, IL, 60435)								
Arrests for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Drug Abuse Violations	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

St. Clare Campus (1550 Plainfield Road, Joliet, IL, 60435)								
Referrals for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Drug Abuse Violations	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

Albuquerque Campus (1500 N. Renaissance Blvd, NE, Suite C, Albuquerque, NM, 87107)								
Arrests for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Drug Abuse Violations	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

Albuquerque Campus (1500 N. Renaissance Blvd, NE, Suite C, Albuquerque, NM, 87107)								
Referrals for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Drug Abuse Violations	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

6. Greek Life

i. Alpha Phi and Alpha Psi Lambda Dry Recruitment Policy

i. All official recruitment procedures are sanctioned to be dry events. Alcohol is not permitted during any intake or recruitment by any Greek organization as they look for new members. This policy meets the goal of creating a safe and open atmosphere during recruitment and allows students who are seeking to join an organization to interact with current members in such an environment.

Greek organizations must abide by the USF student handbook, code of conduct, and alcohol/substance policies. Any Greek organization gatherings or events in violation of these policies would result in disciplinary action and potential suspension of the chapter.

7. Human Resources

    i. New Employee Orientation

        i. All new employees to the University of St. Francis are required to attend a New Employee Orientation, which is coordinated by Human Resources. This orientation covers many policies, including the Alcohol and Drug Policy. Personal conduct, including complying with all federal, state and local laws regarding the distribution, possession, and consumption of alcohol beverages, is discussed. This orientation seeks to assist the on-boarding process for new employees and ta the same time make them aware of expectations around conduct

8. Summary of Alcohol and Drug Program Effectiveness and Areas of Improvement

    i. <u>Effectiveness</u>

        i. The University of St. Francis has developed and maintained a drug prevention policy

        ii. USF provides services and activities to promote a strong drug-free campus environment through workshops, presentations, outreach events and awareness

        iii. USF distributes a copy of the drug-free policy to students on an annual basis

        iv. USF Resident Assistants and Peer Ministers report higher confidence in intervening with students who struggle with crises and/or AOD issues. They are aware of the referral protocol to USF Counseling Center staff for mental health and AOD issues

        v. Resident Life staff promote programming and literature to residents regarding AOD and bystander intervention

        vi. USF students and employees report satisfaction with Wellness Center services surrounding medical and AOD issues

vii. USF students and employees report satisfaction with Counseling Center services, presentations, and screenings pertaining to AOD

viii. The Counseling Center draws awareness to alcohol and substance use disorders through Alcohol Awareness Week and National Alcohol Awareness month

   a. Campus prevention efforts for alcohol awareness week are highly visible on campus and receive positive feedback from students, faculty, and staff

ix. The Counseling Center, Safety and Security, and Residence Life staff participated in supplemental trainings to identify and provide support to students and employee who may be struggling with alcohol and/or substance use disorders.

x. Support services are readily available for students to ensure they receive consultation assistance via USF Counseling Center and/or Gateway Foundation for alcohol and substance use disorders

xi. The university provides confidential and free screenings to those in need of AOD services

xii. USF Counseling Center staff maintains collaboration with community alcohol and substance abuse programs (Gateway Foundation) and supports students as needed

xiii. AOD committee meets on a quarterly basis to coordinate individual departmental efforts and implement necessary changes

xiv. AOD prevention efforts are embedded in freshman and transfer orientation sessions

xv. Continued engagement with the USF Athletics Department to promote awareness and prevention of AOD symptoms

xvi. USF Safety and Security's Annual Security and Fire Safety Report/Clery report continues to note little to no arrests and/or referrals to disciplinary action for drug abuse and liquor law violations

xvii. Greek Life organizations continue to promote fraternity, diversity appreciation, service, scholarship, loyalty, character development in student membership. Alpha Phi and Alpha Psi Lambda continue to follow the USF Student Handbook, Code of Conduct, and the USF Alcohol and Drug Policy.

xviii. The USF Counseling Center has actively submitted applications from 2018-2020 to the Substance Abuse and Mental Health Services Administration (SAMHSA) Garrett Lee Smith (GLS) Campus Prevention Grant to fund additional programming related to student mental health and alcohol and substance use disorders

xix. The USF Safety and Security, Office of Institutional Diversity, and Human Resources departments updated their policies and outreach efforts when the State of Illinois legalized cannabis in January 2020. Their efforts can be reviewed in the Appendix portion of this document.

ii. Areas of Improvement

i. Consistency in applying sanctions and training to ensure that disciplinary sanctions are enforced.

ii. Develop a cohesive institutional tracking regarding the number of drug- and alcohol related legal offenses and referrals for counseling and treatment.

iii. Identify better assessment measures to evaluate programming set by the AODC.

iv. Revise and improve enforcement and reporting of AOD policies by Resident Assistances when they are supervising the residence halls.

v. Develop programing and screenings to identify students who have high risk/dangerous drinking and substance use behaviors.

vi. Increase student and employee confidence in challenging/providing resources to peers on their problematic/high risk drinking and substance use behaviors.

vii. Increase AODC meetings to a monthly basis and create sub-committees that focus on education, outreach, program evaluation, and developing more community resource relationships in Joliet.

viii. Increase communication and presence of the AODC and its program's goals, objectives and achievements to the USF community.

C. Intervention, Treatment, and Recovery

1. USF Counseling Center Services and Walk-In Appointments

    i. The Counseling Center provides same day appointments for students who may be in crisis. If someone is experiencing a crisis and needs to speak with a counselor immediately, he/she/they can contact the USF On-Call Crisis Counselor at (815) 278-2235 during or after business hours.

V. Methods of Data Compilation

A. Conduct Violations

Data regarding conduct violations were collected in conjunction with the Dean of Student Life Office. The University of St. Francis uses an online-based conduct management system called Maxient, which is maintained by the Dean of Student Life. Through Maxient, the Dean of Student Life and the Director of Safety and Security are able to run queries based on type of violation, location, date and time, etc. in addition, USF Safety and Security officers regularly patrol and respond to concerns on-campus. Should there be a campus incident or potential violation, these officers have the ability to submit incident reports that are then forwarded on to the Dean of Student Life, Director of Safety and Security, Title IX Coordinator, Director of Counseling and Wellness, and the Vice President of Mission Integration and University Ministry.

The Dean of Students and Residence Prostaff work extremely closely to monitor and respond to contact issues. Both offices have access to and work within Maxient, may consult on causes, and attend trainings to ensure communication and consistency through the entire conduct process. While Maxient is not able to distinguish between students that are residential and those that commuter, those who put in a Maxient report indicate the student's residence status and describe the incident in detail.

B. Core Alcohol and Drug Survey

The Core Alcohol and Drug Survey is held every even-numbered year (2018, 2020, etc.) and was last conducted at the University of St. Francis in spring 2020.

The Core is a department within the Southern Illinois University Carbondale School of Psychological and Behavioral Sciences that began as a federally funded service to one that operates on a cost recovery basis. Its focus continues to be supporting sound quantitative assessments that inform and direct student life programming efforts for the benefit of students' health and welfare across the nation. To date, the Core has one of the largest databases on alcohol and other drug use at post-secondary educational institutions.

The standard surveys offered by the Core quantify and document college students' attitudes, perceptions, and opinions about alcohol and drugs. The surveys also measure behaviors of actual

AOD use and consequences of use. The target audiences of the products and services offered by the Core project are college presidents, administrators, counselors, and others involved in student life and the quality of the college campus environment.

Data from the Core Alcohol and Drug Survey is used to monitor the effectiveness of AOD programs, highlight student perceptions of AOD on campus, and develop specific programming in response to student feedback and need.

C. Association of College and University Housing Offices-International (ACUHO-I) / Benchworks Resident Assessment

The ACUHO-I / Benchworks Resident Assessment is held every odd year (2017, 2019, etc.). However, its next scheduled administration will be held in 2022. It was last conducted at the University of St. Francis in spring 2019.

The ACUHO-I / Benchworks Resident Assessment provides data on campus housing operations. The ACUHO-I partners with SkyFactor to provide benchmarking services. The assessments are based on ACUHO-I/CAS professional standards and give insight to campus programming from residents and resident assistants. The ACUHO-I Assessment Committee is a network of campus housing professionals who conduct internal and external assessments. ACUHO-I assesses individuals, programs, and operations through the promotion of the ACUHO-I Professional Standards and Ethical Principles for College and University Housing Professionals as well as the ACUHO-I Core Competencies.

Data from the ACUHO-I/CAS is used to monitor the effectiveness of AOD programs, highlight student perceptions of AOD on campus, and develop specific programming in response to student feedback and need.

D. USF Counseling Center Self-Report Data

Data was collected from students who sought services from the USF Counseling Center. It is tracked by the Center's electronic medical record system, Titanium. Responses regarding the student's alcohol and substance use behaviors were analyzed as part of this report.

VI. Prevalence Rates

A. Conduct Violations

The table below represents the violations for the past two academic years. These numbers were provided by the Dean of Students and were pulled from the Cleary Report. It shows data in the three types of common charges. We continue to see a consistent rate of liquor and drug violations on-campus and in the residence halls.

Main Campus (500 Wilcox Street, Joliet, IL, 60435)								
Referrals for Disciplinary Action	2018				2019			
	a	b	c	d	a	b	c	d
Weapons: carrying, possessing	0	0	0	0	0	0	0	0
Drug Abuse Violations	3	3	0	0	2	2	0	0
Liquor Law Violations	38	38	0	0	37	37	0	0

a. On-campus
b. Residential Facilities
c. Non-Campus buildings or property (any building or property owned or controlled by USF that is used in direct support or in relation to USF's educational purpose, is frequently used by students, and is not within the same reasonable contiguous geographic area of USF)
d. Public Property (adjacent public streets and sidewalks)

B. Core Alcohol and Drug Survey: 2020

The Core Alcohol and Drug Survey is administered every odd-numbered year. The Core Alcohol and Drug Survey was revised to support programming efforts related to alcohol and other drug usage at two and four-year institutions. Development of this survey was in consultation with leading experts of the field. The survey retains items about the student's own use of drugs and alcohol, attitudes, perceptions, and opinions about alcohol and other drugs, and the consequences of use. New items address protective behaviors, support for policies, and expanded measures of the social atmosphere. There are also several items on students' demographic and background characteristics as well as spirituality.

The survey is administered electronically to all students at the University of St. Francis. In spring 2020, 246 participated – which is about 15% of our student population. Comparative data from 2018 was not available to the current Director of Counseling and Wellness. She tried to contact the liaison to the Core Survey administrator and did not receive a response to her request. Therefore, data from the spring 2020 survey will be analyzed.

For comparison purposes, some figures are included from a reference group of 3967 students from the 2020 IHEC Aggregate data.

2020 Sample Demographics

- 77.2% identified as female
- 17.9% were freshman
- 26.7% were sophomores
- 26% were juniors
- 32.1% were seniors
- 7.3% were graduates
- 80.5% were in the "typical" college age range of 18-22
- 66.7% lived off campus
- 59.8% worked either part or full-time
- 96.3% were full time students

Whether an institution takes an abstinence position or a harm reduction approach, the fundamental problem is the resulting harm associated with the use of alcohol and other drugs. The following are some key findings on the negative consequences of alcohol and drug use:

USF	Reference Group	Consequences of AOD Use Category
21.%	23.8%	of all students reported some form of public misconduct (such as trouble with police, fighting/argument, vandalism) at least once during the past year as a result of drinking or drug use.
32.9%	34%	of all students reported experiencing some kind of serious personal problems (such as suicidality, being hurt or injured, trying unsuccessfully to stop using) at least once during the past year as a result of drinking or drug use.
13.6%	12.1%	of all students reported some form of unwanted sexual outcome (such as unwanted sex, unprotected sex, or being taken advantage of).
11%	13.9%	of all students reported that their drinking was identified as a problem either by themselves or a friend (thought they had a problem, someone expressed concern about their drinking, felt they needed more alcohol than they used to).

Consequences of Alcohol

The proportion of students who report having had problems as a result of drinking is another indicator of the level of substance use. The percentages of students who reported within the past year they had various problematic experiences are given in Table 1. The top group of items represents public misconduct. The second group represents possibly serious personal problems. The third group represents sexual problems. The last group consists of driving behaviors.

Table 1 – Problematic Experiences

USF	Reference Group	Consequences of Alcohol Category
6.4%	3.5%	Been in trouble with campus police, residence hall, or other college authorities
2.9%	2.8%	Been in trouble with off-campus police or other community authorities
2.3%	2.6%	Damaged property, pulled fire alarms, etc.
15.6%	17.2%	Got into an argument or verbal fight
2.3%	3.9%	Got into a physical fight
8.1%	7.4%	Went to class under the influence
10.4%	12.2%	Performed poorly on a test or important project
4.8%	6.8%	Tried unsuccessfully to reduce drinking
7.7%	12.5%	Injured themselves
1.2%	4%	Injured others
26%	24.9%	Spent too much money
8.9%	8.8%	Thought about suicide
3%	2.2%	Tried to commit suicide
6.5%	6.3%	Been taken advantage of sexually
7.7%	5.9%	Had sex when they did not want to
8.3%	8.1%	Had unprotected sex
6.9%	10.3%	Drove while under the influence
19.2%	19.2%	Rode in a car with the driver under the influence

USF	Reference Group	Student Drinking Behaviors Category
33.5%	39.1%	of students reported heavy episodic drinking during the previous two weeks (consuming 5 or more drinks for males and 4 or more drinks for females in one sitting)
11%	13.8%	of students are classified as Heavy and Frequent drinkers (consuming 5 or more drinks for males and 4 or more drinks for females in one sitting, plus drinking 3 times per week or more)

USF	Reference Group	General Use of Alcohol Category
69.1%	66.1%	of the students consumed alcohol in the past year ("annual prevalence")
58%	53.3%	of the students consumed alcohol in the past 30 days ("30-day prevalence")
40.5%	39.1%	of underage students (younger than 21) consumed alcohol in the previous 30 days

*It should be noted that 38.2% of students never drank to intoxication.

<u>Top five sources for how underage students at USF obtain alcohol:</u>

- Friends older than 21 (35.6%)
- Parents (without their knowledge) (28.7%)
- Friends under 21 (12.9%)
- Using fake/altered ID (8.9%)
- Adult acquaintances (7.9%)

Key findings from student's drinking behaviors at USF

- Of the students who drank in the past year (69.1%):
  - Average # of drinks consumed by drinkers per week at USF: 7.10 drinks
  - Reference group: 10.6 drinks
- On average, students consume more alcohol from Wednesday-Saturday

Top Five behaviors used by students to moderate their drinking

- 98.8 % prevent a friend from driving under the influence of alcohol
- 98.3% eat food before or while drinking
- 97.7% know where their drink has been at all times
- 96.5% use a designated non-drinking driver
- 88.3% keep track of how many drinks they had

Top five least used behaviors by students to moderate their drinking

- 24.3% monitor their Blood Alcohol Concentration (BAC) to reduce drinking-related problems
- 27.9% intentionally not eat food before drinking
- 54.2% hold a drink so people stop bothering them about drinking
- 67.8% avoid drinking games
- 68.8% have a friend let them know when they have had enough to drink

Top Five Venues for Drinking	
Locations	Event
Off-campus Residences	Relaxing in your residence
Other location	Academic break
Bars/restaurants	Birthday celebration
On-campus residences	Drinking games
In-campus	Visiting friends

USF	Reference Group	Marijuana Use Category
37.1%	26.2%	of the students have used marijuana in the past year ("annual prevalence")
18.1%	20.7%	of the students have used marijuana in the past 30 days ("30-day prevalence")

*28.9% of students that use marijuana reported driving under its influence

USF	Reference Group	Prescription Drug Category
32.6%	31.9%	of the students used prescription drugs in the past year ("annual prevalence")
14.4%	14.8%	of the students used prescription drugs in the past 30 days ("30-day prevalence")

The most frequently reported prescription drugs used in the past year

- 19.8% medical marijuana
- 14% stimulants (Adderall, Ritalin)
- 12.8% Sedatives (Valium, Xanax)

The most frequently reported sources for prescription drugs

- 5.3% friends at home
- 4.1% friends at school
- 4.1% legitimate prescription

USF	Reference Group	Illegal Drug Category
9.6%	11%	of the students have used an illegal drug other than marijuana in the past year ("annual prevalence")
5.4%	6%	of the students are current users of illegal drugs other than marijuana in the past 30 days ("30-day prevalence")

The most frequently reported illegal drugs used in the past 30 days were

- 2.9% stimulants
- 2% inhalants
- 1.5% cocaine

The following are some key findings on opinions about the campus environment
94% of students felt valued or that staff cared about them
76.8% of students felt that the campus encourages students to seek help with drinking problems
48.8% of students indicated a high-pressure environment
51.2% of students indicated an environment where drinking is celebrated
89.4% of students indicated that their decision to not drink is respected by other students
53.1% of students indicated a disruptive environment
6.8% considered transferring due to other students' drinking
15.5% believe the school's academic reputation is reduced by other students' drinking
36% of students indicated the campus promotes alcohol or drug use
84.4% believe that it is acceptable to engage questionable drinking
18% believe that it is acceptable to miss a class due to a hangover or drive after drinking

Social norming theory suggests that if students perceive a culture of drug use, and the students identify with the cultural element, they are more likely to participate in the behavior. The discrepancies between student behaviors and their perceptions of average student behaviors appears below. Programming goals could be used to educate against misperceptions such as these:
88.9% of students believe the average student on campus uses alcohol once a week or more often, but in fact, only 41.7% of actual students report usage at that rate.
79.6% of students believe the average student on campus uses marijuana once a week or more often, but in fact, only 14.3% of actual students report usage at that rate.
84.1% of students believe the average student on campus uses tobacco once a week or more often, but in fact, only 12.2% of actual students report usage at that rate.
14.9% of students believe the average student on campus uses prescription pain medication once a week or more often, but in fact, only 1.2% of actual students report usage at that rate.
32.2% of students believe the average student on campus uses prescription stimulants once a week or more often, but in fact, only 3.5% of actual students report usage at that rate.

Use of Drugs

The following tables provide additional details about students' reported use of drugs at USF. Unless otherwise indicated, percentages are based on the total number of students responding validly to a given item.

For comparison purposes, some figures are included from a reference group defined on page 40.

In general, substantial proportions of students report having used alcohol, tobacco, and marijuana in response to the question, "Within the last year, how often did you ___?" whereas comparatively fewer report having used each of the other substances. This questions examines "annual prevalence" as opposed to 30-day prevalence and regular use (3 times per week or more).

Table 2 describes lifetime prevalence, annual prevalence, 30-day prevalence, and high frequency use (3 times a week or more).

Table 2 – Substance Use

	Annual Prevalence		30-Prevalence		3x/week or more	
Substance	**This Institution**	**Reference Group**	**This Institution**	**Reference Group**	**This Institution**	**Reference Group**
Prescriptions	32.6%	31.2%	15.1%	15.2%	11.6%	12.8%
Tobacco	29.6%	25.5%	15.1%	16%	8.3%	11.1%
Alcohol	69.1%	66.1%	58%	53.3%	9.6%	13.6%
Marijuana	31.7%	31%	18.1%	20%	9.1%	10%
Cocaine	2.6%	3.4%	1.5%	1.7%	0.9%	0.7%
Amphetamines	2.6%	3.1%	1%	1.2%	0%	0.2%
Sedatives	12.8%	9.3%	2.9%	4.2%	1.2%	2.6%
Hallucinogens	0.4%	0.5%	0.5%	0.6%	0%	0.2%
Opiates	1.8%	1.7%	1.5%	0.7%	0%	0.2%
Inhalants	5.2%	5%	2%	2%	0%	0.1%
Designer Drugs	0.9%	1.4%	1%	1%	0.4%	0.4%
Steroids	0.9%	1.4%	1%	0.8%	0%	0.2%
Other Drugs	1.8%	2.8%	0.5%	1.1%	0%	0%

Notes: Coll = USF and Ref = Reference group of 3,967 college students

Differences among Student Groups

Table 3 compares substance use patterns and consequences of several campus groups: males and females, younger and older, academically more and less successful, and on and off-campus residents

Table 3 – Differences among Student Groups

	Birth Sex		Age		Average Grades		Campus Residency	
Substance	**Female**	**Male**	**16-20**	**21+**	**A-B**	**C-F**	**On**	**Off**
Sample Sizes	195	51	101	125	227	12	82	164
Currently use (in past 30 days) alcohol	55.3%	68.2%	40.5%	72.1%	57.7%	60%	44.8%	64.5%
Currently use (in past 30 days) marijuana	16.9%	22.7%	19%	16.5%	18%	20%	17.9%	18.2%
Currently use (in past 30 days) prescription	14.9%	15.9%	15.5%	11.5%	14.8%	30%	20.6%	12.4%
Currently use (in past 30 days) illegal drugs other than marijuana	3.7%	11.4%	6%	5.8%	5.8%	0%	7.5%	4.3%
Considered a heavy and frequent drinker	32.8%	38.5%	34%	34%	34.2%	28.6%	26.1%	37.3%
Have driven a car while under the influence during the past year	3.8%	17.1%	2%	10.4%	6.9%	12.5%	2%	8.9%
Have been taken advantage of sexually during the past year	6.3%	7.3%	12.2%	4.8%	6.4%	12.5%	12.5%	4.1%

Table 4 compares substance use patterns and consequences of several other campus groups: Greek leaders/members and non-members, intercollegiate athlete/members and non-athletes, religious group leaders/members and non-members, and race (i.e. white versus other).

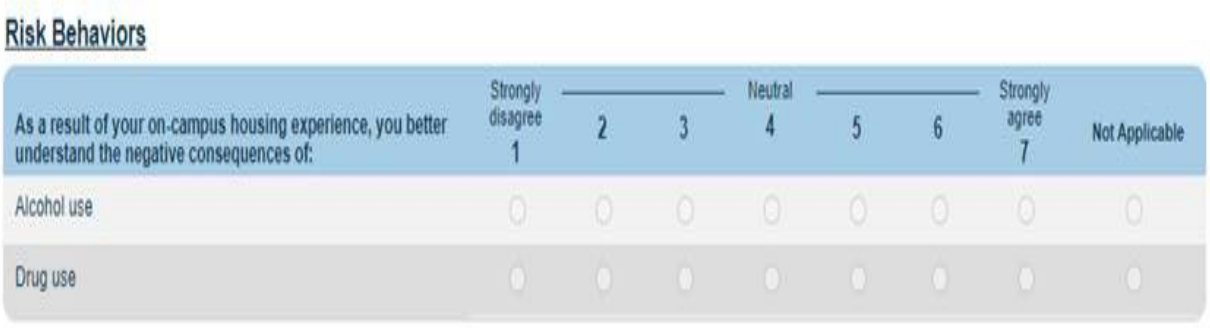
Table 4 – Differences among Student Groups

	Greeks		Intercollegiate Athletes		Religious Group		Race	
	Ldr/Mbr	Non-Mbr	Ldr/Mbr	Non-Mbr	Ldr/Mbr	Non-Mbr	White	Other
Sample Sizes	11	226	59	160	24	170	186	47
Currently use (in past 30 days) alcohol	70%	56.1%	53.8%	55%	33.3%	61.9%	58.6%	56.8%
Currently use (in past 30 days) marijuana	30%	17.1%	17.3%	14.7%	5.6%	20.1%	16%	24.3%
Currently use (in past 30 days) prescription	20%	15%	11.5%	14.6%	5.6%	17.3%	14.6%	13.5%

C. Association of College and University Housing Offices-International (ACUHO-I) / Benchworks Resident Assessment 2019

The ACUHO-I / Benchworks Resident Assessment is held every odd year (2017, 2019, etc.). However, its next scheduled administration will be held in 2022. It was last conducted electronically at the University of St. Francis in spring 2019. The ACUHO-I / Benchworks Resident Assessment was sent to 320 students. 198 students participated, which calculated to 61.9% response rate.

Four questions inquire about a student's alcohol and drug consumption habits and his/her understanding of the negative impact of use:



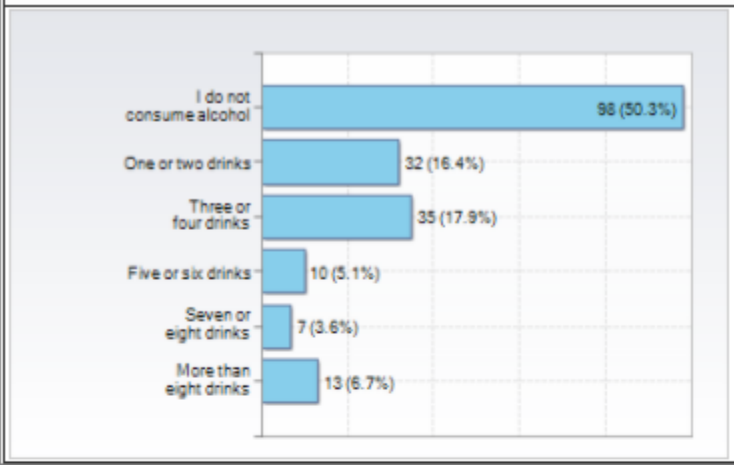
Risk Behaviors

As a result of your on-campus housing experience, you better understand the negative consequences of:	Strongly disagree 1	2	3	Neutral 4	5	6	Strongly agree 7	Not Applicable
Alcohol use								
Drug use								

Table 1 describes data on USF resident students and their consumption of alcohol:

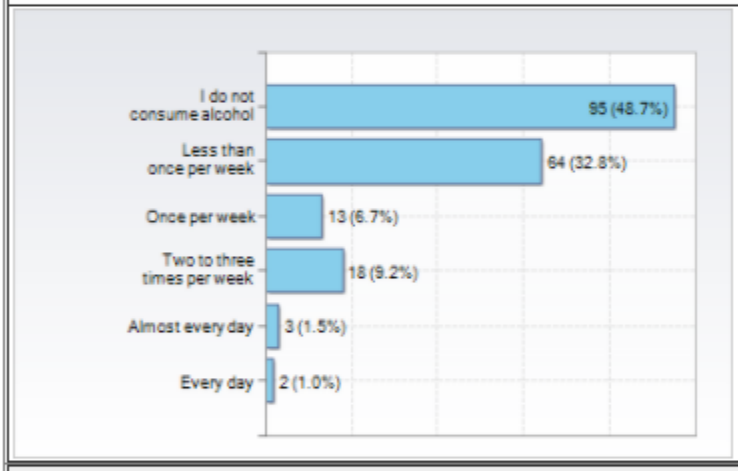
Table 1 – Resident Alcohol Consumption

D115. We are interested in information about alcohol use. This information will be kept confidential and your candid feedback is greatly appreciated. Demographics: Number of Alcoholic Drinks Consumed Per Event



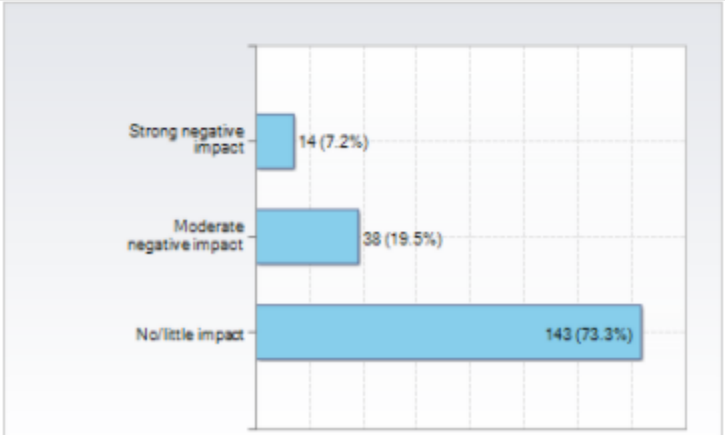
Answer	N	% of Total
I do not consume alcohol	98	50.3%
One or two drinks	32	16.4%
Three or four drinks	35	18.0%
Five or six drinks	10	5.1%
Seven or eight drinks	7	3.6%
More than eight drinks	13	6.7%

D116. We are interested in information about alcohol use. This information will be kept confidential and your candid feedback is greatly appreciated. Demographics: Frequency of Alcohol Consumption



Answer	N	% of Total
I do not consume alcohol	95	48.7%
Less than once per week	64	32.8%
Once per week	13	6.7%
Two to three times per week	18	9.2%
Almost every day	3	1.5%
Every day	2	1.0%

D117. We are interested in information about alcohol use. This information will be kept confidential and your candid feedback is greatly appreciated. Demographics: Alcohol Negatively Impacts Quality of Life for Students on Floor

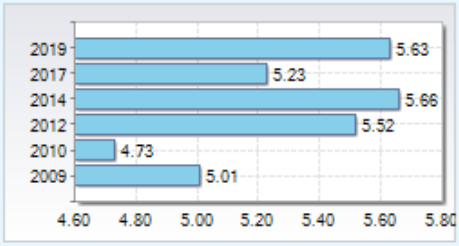


Answer	N	% of Total
Strong negative impact	14	7.2%
Moderate negative impact	38	19.5%
No/little impact	143	73.3%

Table 2 describes USF resident student understanding of engaging in risky alcohol and drug consumption behaviors

Table 2 – Risky Use

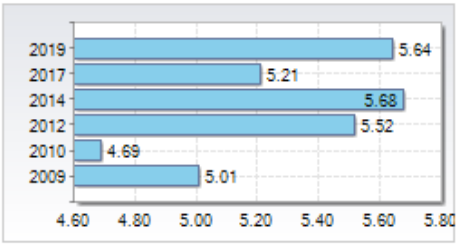
Factor 16. Learning: Alcohol and Drug Use



	N	Mean	Difference	Std Dev
2019	181	5.63	0.00	1.75
		Mean	Difference	
2017		5.23	0.40	
2014		5.66	-0.03	
2012		5.52	0.11	
2010		4.73	0.90	
2009		5.01	0.62	

Q101. Risk Behaviors - As a result of your on-campus housing experience, you better understand the negative consequences of: Alcohol use

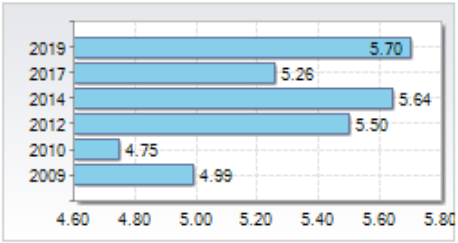
Scale: (1) Strongly disagree, (2), (3), (4) Neutral, (5), (6), (7) Strongly agree, Not applicable



	N	Mean	Difference	Std Dev
2019	180	5.64	0.00	1.77
		Mean	Difference	
2017		5.21	0.43	
2014		5.68	-0.04	
2012		5.52	0.12	
2010		4.69	0.95	
2009		5.01	0.63	

Q102. 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
2019	175	5.70	0.00	1.78
		Mean	Difference	
2017		5.26	0.44	
2014		5.64	0.06	
2012		5.50	0.20	
2010		4.75	0.95	
2009		4.99	0.71	

D. USF Counseling Center Self-Report Data

Students who receive counseling services at the USF Counseling Center are required to complete the Alcohol Use Disorders Identification Test (AUDIT). The AUDIT is a simple and effective method of screening for unhealthy alcohol use, defined as risky or hazardous consumption or any alcohol use disorder. Importantly, it provides a framework for intervention to help those with unhealthy alcohol use reduce or cease alcohol consumption and thereby avoid the harmful consequences of alcohol. The AUDIT can also help identify alcohol dependence and specific consequences of harmful drinking. It is particularly designed for health care practitioners and a

range of health settings, but with suitable instructions it can be self-administered or used by non-health professionals.

AUDIT Scores	2017–18	2018–19	2019-20
Abstainer (score of 0)	20	41	45
Low-Risk Consumption (scores 1-7)	58	82	115
Hazardous/Harmful Alcohol Consumption (scores 8-14)	4	6	18
Alcohol Dependence (scores of 15+)	3	2	6
Total # of students who completed the AUDIT	85	131	184

* The range of possible scores is from "0" to "40" where "0" indicates an abstainer who has never had any problems from alcohol. A score of "1" to "7" suggests low-risk consumption. Scores from "8" to "14" suggest hazardous or harmful alcohol consumption and a score of "15" or more indicates the likelihood of alcohol dependence (moderate-severe alcohol use disorder).

Students who receive counseling services at the USF Counseling Center are required to complete intake questions. The table below indicates the student's self-assessment of whether substance use is a current problem area in their life.

"Substance use is a current problem area in my life"	2017-2018	2018-2019	2019-2020
No Response	24	33	49
None Reported	43	75	81
Mild	8	3	15
Moderate	2	4	4
Serious	1	1	0
Severe	0	1	0
Total # of students who responded to this intake question	78	117	149

VII. Recommendations for Revising Prevention Programs

- Implement a university-wide training coordinated by the AOD committee to increase student and employee knowledge about AOD and mental health issues
- Increase the participation of the Core survey to, at minimum, 15% of the USF student population with an overall goal of at least 20%
- Shift focus of education to harm reduction habits to moderate effects of drinking, educate students on the misperceptions of AOD use on campus, and the effects of marijuana use
- Debunk common drinking and substance use behaviors myths and provide education on healthy use in males and females

- Develop programming that helps students identify the negative impact of unhealthy alcohol and substance use behaviors and educate them on skills, tools, and resources they can use to strengthen positive coping skills

    - Readily provide literature on the culture of alcohol and substance use

    - Readily provide resources to students and employees who identify problematic/risky alcohol and/or substance use.

VIII. Procedures for On-Going Biennial Reviews

Since the last Biennial Review, the AODC has been inconsistent in meeting in light of staff turnover, new leadership chains, and COVID-19. Below is a suggested format on how the AODC can reconvene and move forward with their meetings and obtaining goal objectives:

All Biennial Reviews are coordinated by the Director of Counseling and Wellness, who has historically been the main campus contact and committee chair for the review and report. This process occurs every two years, with the Biennial Review and Report being conducted in spring 2022.

The Biennial Review committee of the members that are listed in the next section. This group contains involvement from many campus entities critical to this process – from the Division of Mission Integration, to Human Resources, Residence Education, Counseling and Wellness, and Safety and Security.

Each review period, the following occurs:

1) The Alcohol and Other Drug Committee (AODC) chair (Director of Counseling and Wellness) will initiate the review by notifying all previous committee members in late summer that the time has come for another review. The committee list will be updated annually to account for any past committee members that may have transitioned out of the university. Additionally, should there be additional committee members that it is felt should be on the committee, these names will be included in all correspondence.

2) The committee chair will set up a face-to-face meeting of the AODC. Ahead of this meeting, the previous Biennial Review along with the current iteration of the Alcohol and Drug Policy, will be sent out electronically. Committee members will be asked to review both documents and make notes to bring to the meeting.

3) As part of the on-going review of the program and policy effectiveness, the USF Counseling Center will continue to gather and review assessment data from programs, annual campus-wide surveys, judicial and sanction data, safety and security reports, counseling intake data, and annual end of the year departmental assessment reports. This process will be on-going in between Biennial Reviews.

4) Prior to the meeting, the committee chair will assemble an inventory of all current alcohol and drug prevention programs that are being done on-campus for students, faculty, and staff. In addition, assessment data (as mentioned in Step 3) will be complied for review by the committee. This yearly data will assist in measuring the effectiveness of the programs done on-campus from year to year. The committee chair will also continually track any recommendations from previous Biennial Reviews to ensure they are being addressed.

5) At the committee meeting, the chair will give an overview of the process and its objectives and present the major findings from the research done above. Based on the inventory, assessment data, the previous year recommendation from the AODC, the committee will then be tasked with providing new recommendations to the Alcohol and Drug Policy and drug and alcohol prevention programs on campus. These recommendations will be discussed and noted. Any additional recommendations provided by the committee or received electronically after will also be included.

6) The committee chair will then draft the new Biennial Review as well as make changes to the Alcohol and Drug Policy based on the recommendations of the committee. These documents will then be sent to all members.

7) Through a series of face-to-face committee meetings, members must approve of the final documents. All concerns must be brought at this time. Should changes need to occur at this time, the Biennial Review and/or Alcohol and Drug Policy will be corrected, and approval given electronically.

8) After final approval by the committee, the approved Biennial Review Report and Alcohol and Drug Policy will be forwarded to the Vice President of Mission Integration. Additionally, the Dean of Students and Human Resources will be made aware of any changes to the Alcohol and Drug Policy so their regular notifications to students and employees can be updated accordingly.

PART TWO: Review of the Alcohol and Drug Policy

I. Members of the 2020 Biennial Review Committee

- Sr. Mary Elizabeth, Vice President of Mission Integration
- Mollie Rockafellow, Dean of Students
- Cedricka Carver, Assistant Director of Residence Education
- MaryAnn Andrade-Bekker, Director of Counseling and Wellness
- Phyllis Peterson, Wellness Center Coordinator and Campus Nurse

- Jason Williams, Director of Safety and Security
- William Linz, Assistant Director of Safety and Security
- Allison Heard, Title IX Coordinator and Institutional Diversity
- Molly Knapcyzk, Human Resources
- Lawrence Dunbar, Substance Abuse Instructor and Program Coordinator
- James Scarpace, Executive Director of Gateway Foundation

II. Policy Review Recommendations

It is recommended that the AODC review the current USF Alcohol and Drug Policy for revisions to add the following suggestions:

- Rules and sanctions regarding the use of marijuana on the USF campus and its designated buildings
- Add in "The Dangers of Drug or Alcohol Abuse in the Workplace and on the Campus" section and the costs of usage including financial, emotional, and academic
- Add in a "Health Risks" section to expand similar wording to above to mention that risks of abuse include things beyond physical health
- Add in a section called 'Student and Employee Resources" to highlight group resources that is offered at the University of St. Francis for students and employees, as well as what is offered in the city of Joliet and then nationally
- Add these changes for the next Biennial Review Report in 2022

III. Status of Previous Recommendations for Program Changes and Policy

As noted in the "Description of Drug and Alcohol Programs and Services" section, the USF Student Handbook, Code of Conduct, Section III Policies have been updated as of August 1st, 2020. Additionally, the USF Employee Policy Manual (Sections 3.7, 4.6.1-3, 4.7, and 4.12.6) was updated in December 2019 to reflect employee expectations of being a drug-free campus despite the legalization of marijuana on January 1st, 2020. It is recommended that the USF Athlete Handbook be reviewed to include the amendments mentioned in the Student Handbook.

Due to COVID-19, there was difficulty in meeting consistently to review policies, procedures, and developing programming. Additionally, the number of resident students allowed in the

residence halls were significantly reduced to reduce the likelihood of COVID-19 transmission. Students and employees were instructed to learn/work from home starting March 2020 until August 2020. Throughout the 2020-2021 academic year, hybrid learning as encouraged to reduce the amount of students and employees on-campus to allow for social distancing. Additionally, it was difficult to communicate with and reach students through electronic means, which prevented the implementation of AOD programming.

The following recommendations are suggested to revive the AODC for the next Biennial Review Report in 2022:

- Continue to discuss and review the current Alcohol and Drug Policy with the campus community and update as needed
- Improve the reporting procedures to evaluate the enforcement of the disciplinary sanctions that are stated in the student handbook
- Continue surveying the campus community for the evaluation of the community's knowledge of the Alcohol and Drug Policy, the effectiveness of the drug prevention program, and the enforcement of the disciplinary sanction for both students and employees
- Provide incoming freshmen an alcohol assessment and prevention programming
- Increase alcohol awareness, policy, and motivational interviewing trainings to Resident Assistants
- Improve communication between departments and provide accurate documentation regarding AOD infractions
- Revise Alcohol and Drug Policy regarding sanctions
- Maintain consistency regarding sanctions, currently policy allows for a case to case basis with is not sending a clear message to students
- Improve referral process to counseling in order to assist students who may be struggling with substance abuse related issues.

The second objective of the Biennial Review focuses on enforcement of sanctions. An Institution of Higher Education (IHE) establishes consistent enforcement of sanctions by documenting that the IHE treats similarly situated offenders in a similar manner. The following is a review and discussion regarding AOD enforcement and AOD enforcement consistency across the University of St. Francis campus community:

1. Enforcement of Sanctions

    A. AOD enforcement and sanctions for USF students are as follows:

        i. Possession or consumption of alcoholic beverages by or distribution of alcoholic beverages to individuals under the legal drinking age is a violation of university policy on or off campus. On the basis of probable cause, consumption will be assumed when the odor of alcohol is present from or on a student. The school authority who draws the assumption will document the incident and then refer to the University Health Services Department to rule out medical causes. If no medical cause is found, the student will be referred to the Dean of Students.

        ii. Mandatory consequences for first personal offenses against these policies related to the improper or illegal private use of alcohol or drugs will be a meeting with the Dean of Students or his designee and a monetary fine of up to $100 at the discretion of the conduct officer. The conduct officer will conduct an initial assessment of the student's behavior and will determine whether an intervention/ referral will be made for an alcohol assessment by University Counseling Services. As a result of this evaluation, further services or interventions may be required. Referrals to University Counseling Services for an evaluation after an initial infraction of these policies will be made when there is reason to suspect that the student's use of alcohol is excessive, abusive, or possibly addictive.

        iii. Mandatory consequences for a second personal violation of these policies will be up to a $200 fine to be imposed by the conduct officer. Second offenses will automatically result in a referral to the University's Counseling Services for an alcohol-drug evaluation.

        iv. Consequences for a third personal violation of these policies may include dismissal from the residence hall or the university.

    B. USF policies are mainly enforced by the professional Campus Prolife Staff, Security personnel, and Resident Assistants. These individuals receive annual training on AOD policies and protocols according to the policy of the university.

    C. Level of expertise of individuals who detect AOD violations

        i. Security

            1. University of St. Francis Security officers participate in Psychological First Aid and Sexual Assault Training hosted by the Counseling Center. The training is tailored to provide response awareness and how to prevent students from becoming possible victims of violence especially in situations involving alcohol.

Campus Safety and Security staff also receive breathalyzer test administration and naloxone training for law enforcement personnel.

ii. Residence Life

1. At the beginning of each year, Resident Assistants (RAs) are trained on alcohol and drug policies. During this training the RAs practice their intervention skills through role play and policy violation simulations. The department invites counseling center staff into their Resident Assistant (RA) Training each semester to provide education on alcohol and other drug (AOD) issues including signs of intoxication, overdose and substance use disorder.

D. Measurement of Policy and Program Effectiveness

i. Data on pages 29-32 and 48-49 indicate that there have been founded cases of AOD policy violations over the last reporting period. The information was extracted from the most recent University of St. Francis Cleary report. Results indicate that employees of the university are active in identifying violations of policy and working to address behavior on campus, however, the data is limited regarding the sanctions and consequences for the violation of policies. Data from the USF Athletics Department noted no infractions or sanctions from 2018-2020. In addition, data was not available from the human resource department regarding employee infractions and disciplinary actions.

E. Discussion of Effectiveness Towards Meeting Program Goals and Outcomes

i. The University of St. Francis strives to provide the most effective AOD prevention, education, and intervention services to students and employees. The AODC and has accomplished several significant goals between 2018 and 2020. However, limited financial funding, staff turnover, difficulties in coordinating meetings based on academic schedules, the lack of unified response to AOD violations, and the abrupt environmental changes as a result of COVID-19 to ensure the safety of USF students and employees, it has not possible for the committee to have met all of the long-term achievement goals it aspired to. To continue to progress in the prevention of alcohol and other drugs, the committee will extend invitation to the University of St. Francis community seeking participation, and work to develop overarching measurable long- and short-term goals regarding AOD programming and policy.

F. Summary of AODC Program Strengths and Opportunities for Growth

i. University of St. Francis continues to demonstrate a commitment to developing and refining AOD programs and services through survey and assessment. Primary strengths include the recent development of the AODC, quality interventions and relationships with community AOD providers to assist with

assessment and treatment. Our greatest areas of growth include further development of University of St. Francis partnerships and enhancement of communication between departments, and the need of further development of a reliable, accessible tracking system to ensure consistency in violation identification and sanctions across the University of St. Francis community.

G. Effectiveness of Policies

i. The effectiveness of the University of St. Francis Alcohol and Drug Policy was measured under the guidelines of the EDGAR Part 86 Compliance Checklist (https://safesupportivelearning.ed.gov/sites/default/files/hec/product/dfscr.pdf).

ii. The results indicate that the current programming policies are in compliance with Part 86 of the Drug-Free Schools and Campus Regulations, but can benefit from further development in several areas such as:

1. Implementing suggested information to the annual distribution of the Alcohol and Drug Policy to students and employees as noted on pages 56-65 on an annual basis, during freshman and new employee orientation, and on paper copies as requested to students who register for classes after the registration deadline

2. Conduct alcohol and drug opinion survey to USF employees

3. Implement a focus group, suggestion box, and intercept interviews with students and employees to determine effectiveness in AOD programming and ensure that disciplinary sanctions are enforced

4. Assess the effectiveness of documented mandatory drug referrals to students and employees

5. Assess the effectiveness of documented cases of disciplinary sanctions imposed on students and employees

H. Goals for the 2020-2022 Biennial Review

i. Establish a set of specific, measurable, agreed upon, and time-based (SMART) goals regarding AOD program in relation to needs of both the students and employees of the university. Information to drive this process can be found at https://www.samhsa.gov/sites/default/files/nc-smart-goals-fact-sheet.pdf.

ii. Implement prevention activities that research has shown to be effective in preventing high-risk drinking or violent behavior.

iii. Improve prevention, detection, and intervention training across the departments including bystander intervention training for students.

iv. Improve communication between departments to strengthen and coordinate AOD programming efforts.

v. Improve recording and documentation of policy violations and subsequent sanctions.

vi. Maintain consistency in discipline for violations.

vii. Use policy evaluation results to refine, improve, and strengthen the program and refine goals and objectives as appropriate.

viii. Continue to revise current Alcohol and Drug Policy in areas that have been determined to areas that need further development according to the EDGAR Part 86 Compliance Checklist.

IV. Suggestions to Revise Current Alcohol and Drug Policy

The updated Alcohol and Drug Policy (amended on August 1st, 2020) for students can be found on pages 8-21. Additionally, the updated Alcohol and Drug Policy (amended December 9th, 2019) for employees can be found on pages 24-26.

For suggestions on updating this policy, it is recommended that a Philosophy and Health Risks statement be added to both polices. Below are templates on what information can be included in the next revision:

1. Philosophy

The unlawful use of drugs or alcohol is inconsistent with the behavior expected of members of the University community. The University is committed to health and well-being of each individual, as well as an environment that prohibits the abuse of other drugs and alcohol and has a drug and alcohol abuse prevention system in operation, accessible to all member of the University community. The University is committed to the further expansion of that system and the dissemination of drug awareness information to the members of the University community. In addition, the University is committed to enforcing the provisions of the Drug Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989, believes that these acts and their implementation regulations provide a proper framework for the drug and alcohol abuse policies of the University.

2. Health risks

With any drug, prolonged use can lead to physical health issues as well as mental health impacts, including long-term dependency. Outlined below is a listing of drugs of abuse and their health risks taken from the U.S. Drug Enforcement Administration (2019) website. A complete resource guide provided by the U.S. Department of Justice, Drug Enforcement Administration can be obtained by following this link: https://www.dea.gov/sites/default/files/2018-06/drug_of_abuse.pdf

Alcohol

Alcohol (beer, wine, or liquor) has a high potential for physical and psychological dependence as well as resulting in increased tolerance. Possible effects include impaired memory, slurred speech, drunken behavior, slow onset, vitamin deficiency, and organ damage. Overdose may result in vomiting, respiratory depression, loss of consciousness, and possible death. Withdrawal may include trembling, anxiety, insomnia, vitamin deficiency, confusion, hallucinations, and convulsions.

Females who drink alcohol during pregnancy may give birth to infants with Fetal Alcohol Syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at a greater risk than other children of becoming alcoholics. Alcohol is often used to acquaintance rape and failure to protect oneself from sexually transmitted infections (STIs). Additionally, alcohol-related accidents are the number one cause of death in the 16- to 24-year-old age group.

Narcotics

Narcotics (including heroin, opioids, morphine, hydrocodone, oxycodone, codeine, and others) have a high potential for both physical and psychological dependence as well as resulting in increased tolerance. The possible effects of using narcotics include euphoria, drowsiness, respiratory depression, constricted pupils, and nausea. Overdose may result in shallow breathing, clammy skin, convulsions, coma, and death. Withdrawal may include irritability, tremors, panic, nausea, chills, and sweating.

Other Depressants

Other depressants (including GHB or liquid ecstasy, valium, Xanax, Ambien, and barbiturates) have a potential for both physical and psychological dependence as well as resulting in increased tolerance. The possible side effects include slurred speech, disorientation, appearance of intoxication, and impaired memory. Overdose may result in shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma and possible death. Withdrawal may include anxiety, insomnia, tremors, delirium, convulsions, and possible death.

Stimulants

Stimulants (including cocaine, methamphetamine, and methylphenidate) have a possible risk of physical dependence in high risk for psychological dependence. Tolerance can develop in all stimulants. The possible side effects include increased alertness, excitation, euphoria, increased pulse rate and blood pressure, insomnia, and decreased appetite. Overdose may result in agitation, increased body temperature, hallucinations, convulsions, and possible death. Withdrawal may result in apathy, long periods of sleep, irritability, depression, and disorientation.

Hallucinogens

Hallucinogens (including MDMA, LSD, phencyclidine, and others) are less likely to result in physical dependence, with the exception of phencyclidine and analogs, and vary in terms of psychological dependence, ranging from non to moderate (MDMA) to high fennel (phencyclidines and analogs). Tolerance can develop. Possible effects include heightened senses, teeth grinding, and dehydration (MDMA and analogs) and hallucinations, altered perception of time and distance in other types of hallucinogens. Overdose may result in increased body temperature in cardiac arrest for MDMA, and more intense episodes for LSD. Some hallucinogens may result in muscle aches and depression when in withdrawal (MDMA) or may result in drug seeking behavior.

Cannabis

Cannabis includes marijuana, tetrahydrocannabinol (THC), and hashish or hashish oil. All may result in moderate psychological dependence with THC resulting in physical dependence. Tolerance can develop in all forms. Possible effects include euphoria, relaxed inhibitions, increased appetite, and disorientation. Overdose may result in fatigue, paranoia, and possible psychosis. Withdrawal may occasionally result in insomnia, hyperactivity, and decreased appetite.

Anabolic Steroids

Anabolic steroids (including testosterone and others) may result in psychological dependence. Less is known as to their potential for physical dependence and increased tolerance levels. Possible effects may include virilization, edema, testicular atrophy, gynecomastia, acne, and aggressive behavior. Effects of overdose are unknown. Withdrawal may possibly include depression.

Inhalants

Inhalants (including amyl and butyl nitrite, nitrous oxide, and others) Very in their level of psychological dependence, with less known about their potential for physical dependence and tolerance. Possible effects may include flushing, hypo tension, and headache, impaired memory, slurred speech, drunken behavior, slow onset, vitamin deficiency, and organ damage. Overdose may result in methemoglobinemia, vomiting, respiratory depression, loss of consciousness, and possible death. Withdrawal may result in agitation, trembling, anxiety, insomnia, vitamin deficiency, confusion, hallucinations, and convulsions

3. Penalties for Violation of Policy

The University policy prohibiting the unlawful possession, use, or distribution of illicit drugs and/or alcohol on campus and at University-sponsored events held off campus protects and supports the employees and students of the University of St. Francis.

Any employee admitting to or convicted of the unlawful possession, use, or distribution of illicit drugs and alcohol on campus or at University-sponsored events held off campus, will be subject to disciplinary action (up to and including termination). An employee may be referred for prosecution and may be required to satisfactorily participate in a drug and alcohol assistance or rehabilitation program, as agreed upon between the employee and the Department of Human Resources. Further information concerning employee penalties is available from the Department of Human Resources. Employees can contact HR at (815) 740-5076.

Any student admitting to or proven to have violated the University of St. Francis's Code of Conduct regarding unlawful possession, use or distribution of illicit drugs and alcohol on campus or at university sponsored events will be subject to disciplinary action (up to and including expulsion). The student may be referred for prosecution and may be requested to satisfactorily participate in a drug and alcohol assistance or rehabilitation program. Further information concerning student penalties is available from the Dean of Students at (815) 740-3381.

While this policy covers drug and alcohol policy at the University of St. Francis, please be aware that there are penalties under Illinois and federal law. For more information on the range of penalties, refer to these websites:

- https://www.blr.com/HR-Employment/Performance-Termination/Alcohol-and-Drugs-in-Illinois
- https://www2.illinois.gov/ilcc/Education/pages/under21laws.aspx
- https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=2069&ChapterID=58
- https://www.ilga.gov/legislation/ilcs/fulltext.asp?DocName=082002650K15
- https://www.samhsa.gov/about-us/who-we-are/laws-regulations

- https://www.recovery.org/addiction/us-drug-laws/#federal-drug-laws

4. Student and Employee Resources

The University of St. Francis offers the following drug and alcohol abuse information, counseling, assistance and service:

At the USF Counseling Center

Information and Referral

All members of the USF community are eligible to consult with professional staff of the USF Counseling Center regarding referrals for substance use treatment and recovery support groups. University faculty and staff are encouraged to consult with their Employee Assistance Program (EAP) for additional referrals or treatment options.

Individual Counseling

Currently enrolled students can be seen for short term counseling and crisis intervention for assistance with substance use problems. However, the USF Counseling Center will make a referral for long term substance use and detox. Faculty and staff are eligible for an initial consultation and referral for such services. The USF Counseling Center can be reached at (815) 740-3598.

At the USF Wellness Center

All members of the USF community can visit the USF Wellness Center and speak with a medical professional about any drug and alcohol questions in a safe and friendly environment. Appointments can be made over the phone or via walk-in. the USF Wellness Center can be reached at (815) 740-3864.

At the USF Human Resources Department

WorkLifeMatters Employee Assistance Program (EAP)

Through the WorkLifeMatters EAP, employees can access free, convenient and confidential short-term counseling services and/or referrals for all types of concerns including: healthy living, stress management, mental health, diet and fitness, overall wellness, parenting support, child and elder care, learning programs, special needs help, legal issues, will preparation, taxes, debt, and financial planning tools and assistance. The EAP can be accessed 24/7 at 1-800-386-7055 or ibhworklife.com.

In the Joliet Community

Gateway Foundation

Located in Chicago's southwestern suburbs, Gateway Joliet offers an accessible place for recovery. Our centrally located office in Joliet has easy access to I-55 and Route 30. By providing a convenient location and flexible hours, we make treatment attainable for our patients.

Gateway network of treatment centers supports patients in recovery from addiction. As part of this network, we provide the high level of care possible through more than 50 years of experience. Our addiction clinic uses evidence-based and patient-centered practices that save lives.

At Gateway Joliet, we specialize in outpatient treatment. During an outpatient program, patients visit our facility for several hours a week while staying at home. Outpatient addiction treatment allows you to:

- Continue your daily obligations while receiving treatment
- Maintain your support system at home, work and school
- Receive a more affordable treatment option than inpatient services
- Visit our treatment center during flexible hours
- Get support when you have mild to moderate substance use disorder symptoms

If you have severe addiction symptoms or need a high level of structure, you might benefit more from inpatient treatment. Other clinics in our network can provide residential services if you need them.
https://www.gatewayfoundation.org/locations/joliet/?utm_source=google&utm_medium=organic&utm_campaign=GMB_Joliet

Rosecrance

At Rosecrance, we've been caring for the unique needs of our clients and their families for more than 100 years. Our evidence-based recovery services help accelerate progress and create a roadmap that goes beyond initial treatment, because that's the key to long-term success. We offer comprehensive, individualized treatment for substance abuse and mental health disorders through residential treatment and outpatient programs. https://rosecrance.org/

Silver Oaks Behavioral Hospital

Silver Oaks Behavioral Hospital is a behavioral hospital that provides specialized acute care for behavioral health and addiction treatment. We offer a full continuum of specialized, evidence-based behavioral health services to adolescents, adults, and senior adults. Inpatient, day hospital and intensive outpatient programs are provided and as a community service, the hospital provides mental health assessments 24/7, at no charge.
https://www.silveroaksbehavioralhospital.com/

Stepping Stones

Stepping Stones can help if you or a loved one struggle with alcohol or other drugs, even when accompanied by mental health needs. Highly regarded by our peers and those we serve, our methods are evidence-based and medically-informed. We provide clinical services and recovery support options for those seeking treatment and the people who care about them.

Stepping Stones, Inc. is a private, not-for-profit corporation 501c3 governed by a volunteer board of directors comprised of dedicated professionals and concerned citizens.
We are staffed by professional addictions and mental health counselors, together with medical, psychiatric, psychological, dietary and other consultants.

Stepping Stones believes mental health and substance use disorders (problems with alcohol and/or other drugs) are treatable illnesses and that such treatment should be provided in accordance with practices generally accepted within the health care field.
Participation in recovery support or self-help groups such as Alcoholics Anonymous (AA), Narcotics Anonymous (NA), National Alliance on Mental Illness (NAMI), or Self-Management And Recovery Training (SMART Recovery) is important for on-going recovery. Family members and other concerned persons should be involved in the recovery process and become knowledgeable about treatment, self-help groups, and recovery efforts related to mental health and substance use disorders. Furthermore, we believe that family members and other concerned persons can benefit from their own participation in self-help groups such as Al-Anon, Nar-Anon, or NAMI.

Our services include:

- Intensive Residential Treatment
- Extended Residential Care
- Recovery Homes
- Intensive Outpatient Programming
- Outpatient Treatment

- Mental Health Counseling

To access services, call (815) 744-4555 ext. 135 or email at info@steppingstonestreatment.com. Our homepage is https://steppingstonestreatment.com/

Symetria

Symetria Recovery's Joliet location is designated as a Blue Distinction Center for Substance Use Treatment and Recovery by Blue Cross and Blue Shield of Illinois, an independent licensee of Blue Cross Blue Shield Association.

Our services include:

- Outpatient Recovery
- Medication Assisted Recovery Treatment (MAT)
- Intensive Outpatient Programming
- Behavioral and Psychiatric Services
- Family Counseling & Support Groups
- Relapse Prevention
- Continuing Care
- SMART Recovery Meetings

We can be reached at (779) 204-8565 or our website at https://www.symetriarecovery.com/locations/joliet?utm_source=google&utm_medium=organic&utm_campaign=gmb-listing

Nationally

Alcoholics Anonymous \

Mutual aid fellowship program specializing in supporting people struggling with alcohol addiction through peer support and sponsorship. http://www.aa.org/

Narcotics Anonymous

Mutual aid fellowship program specializing in supporting people struggling with narcotic addiction through peer support and sponsorship. http://www.na.org/

Cocaine Anonymous

Mutual aid fellowship program specializing in supporting people struggling with cocaine addiction through peer support and sponsorship. http://www.ca.org/

Free Rehab Centers

Nationwide list of free, sliding scale, low income, payment assisted and affordable rehab centers. These are hard to find nonprofit and government resources that most people do not even know exist. We scoured thousands of nonprofit organizations that provide alcohol, drug, and other assistance with substance abuse rehabilitation.
http://www.freerehabcenters.org/state/illinois

National Institute on Drug Abuse for Teens

Science based information geared towards teens on a variety of drug and drug abuse issues.
http://teens.drugabuse.gov/

The Substance Abuse and Mental Health Services Administration (SAMHSA)

Provides alcohol and substance abuse treatment resources through national campaigns and initiatives. Also includes a national telephone hotline and text messages services.
http://www.samhsa.gov/

Crisis Text Line

Connect with a trained crisis counselor anonymously and for free via text support is available 24/7. http://www.crisistextline.org/purpose#standards

Addiction and Alcohol Hotline

Provides free help for alcohol addiction. The primary goal is to offer assistance and support for what the caller is seeking. http://www.therecoveryvillage.com/alcohol-abuse/alcohol-hotline/#gref

Online

Addiction Resource

An informative website that offers psychoeducation on alcohol and drugs, levels of care for alcohol and substance use disorders, a rehabilitation and detox center locater based on an individual's home residence, crisis hotlines, and AA/NA meetings. The website can be accessed at https://addictionresource.com/

Drug-Free World

The Foundation for a Drug-Free World is a nonprofit public benefit corporation that empowers youth and adults with factual information about drugs so they can make informed decisions and live drug-free.

No one, especially a young person, likes to be lectured about what he or she can or cannot do. Thus, we provide the facts that empower youth to choose not to take drugs in the first place. Additionally, our Truth About Drugs campaign consists of activities that they can join which popularize drug-free living. These activities are simple, effective and can involve people of all ages.

Through a worldwide network of volunteers, 50 million of drug prevention booklets have been distributed, tens of thousands of drug awareness events have been held in some 180 countries and Truth About Drugs public service announcements have been aired on more than 500 television stations. These materials and activities have helped people around the world learn about the destructive side effects of drugs and thereby make the decision for themselves to not use them. For more information, visit our website at https://www.drugfreeworld.org/

Start Your Recovery

Free, confidential tool that helps individuals take step towards a healthy relationship with drugs and alcohol. It was developed with the input of leading clinicians, experts from the White House in SAMHSA, and people in recovery themselves. http://startyourrecovery.org/

Substance Abuse Treatment Facility Locator (SAMHSA)

Searchable directory of drug and alcohol treatment programs show the location of facilities around the country that treat alcoholism, alcohol abuse and drug abuse problems. http://findtreatment.samhsa.gov/

Telecab

Telecab is a first-call 24/7 Taxi and Shuttle Service serving Joliet, Chicago-land and beyond. Telecab has provided reliable, dependable transportation to Will County and surrounding areas for over 20 years. USF utilizes Telecab for students who need clinic and non-emergency medical transportation, school/student transportation, and/or transportation as opposed to driving inebriated or riding with someone who is under the influence of alcohol and/or drugs.

5. Implementation

Implementation of this policy is a joint responsibility of the Department of Human Resources, Safety and Security, Mission Integration, and Dean of Students. Notification of this program, including the information about health risks and sanctions for violation of the USF Alcohol and Drug Policy, will be provided annually to students and employees. In addition, the University is committed to monitoring and assessing the effectiveness and implement changes to the policy and its programs if they are necessary and to ensure that its disciplinary standards are consistently enforced.

V. Procedures for Annual Policy Distribution

All University of Saint Francis students, faculty, and staff will be sent information regarding the USF Alcohol and Drug Policy on an annual basis.

Student Notification

To ensure that all students will receive the annual notification, regardless of the timing of their first enrollment during the first academic year, the following procedures will be employed:

Fall and Spring Semesters

The University of St. Francis informs new students of the Alcohol and Drug Policy during student orientation at the beginning of the fall and spring semesters. Returning students are informed of the policy via their student e-mail in the beginning of the fall and spring semester. They can also view the Alcohol and Drug Policy anytime on their student MyUSF Portal (file:///D:/University%20of%20St.%20Francis/Biennual%20Review%20Report/UNIVERSITY-CODE-OF-CONDUCT-Fall-2020-Final%20(1).pdf).

The Alcohol and Drug Policy is reviewed with students at the time of any university conduct meeting related to an alcohol or drug violation with the Dean of Students. This policy and consequences for infractions are also referred to in the housing contract signed by students who live in the USF residence halls. Additionally, the Alcohol and Drug Policy is placed in each dormitory room and in any other residential facility owned and operated by the university.

Faculty and Staff Notification

To ensure all faculty and staff will receive the annual notification, regardless of the timing of their employment during the year, the following procedures will be employed:

Annual Distribution of Drug and Alcohol Information to Employees
Human resources will distribute the USF Alcohol and Drug Policy and related information to all employees annually following the start of the fall semester. This communication will be in the form of an email with attached policy (PDF format). These policies can also be found on the employee MyUSF Portal (file:///D:/University%20of%20St.%20Francis/Biennual%20Review%20Report/Policy-Manual---All-Parts---as-of-2021.2.17.pdf).

On-going Distribution of Drug and Alcohol Information to New Employees
Human resources will distribute the USF Alcohol and Drug Policy and related information to all new employees. This communication will be in the form of an email with attached policy PDF format and a link to the most recent Biennial Review. As noted above, the USF Alcohol and Drug Policy can be found on the on the employee MyUSF Portal (file:///D:/University%20of%20St.%20Francis/Biennual%20Review%20Report/Policy-Manual---All-Parts---as-of-2021.2.17.pdf).

Obtaining a Copy of the Biennial Review

The Biennial Review is available to all members of the University of St. Francis and public viewing on the University of St. Francis home page (https://www.stfrancis.edu/about/your-right-to-know). Hard copies of the Biennial Review are stored in the Counseling Center and are available by request.

APPENDIXES

Appendix A: Employee Handbook – Substance & Alcohol Abuse Policy

4.6 SUBSTANCE AND ALCOHOL ABUSE POLICY

The university prohibits the use, possession, manufacture, transportation, promotion, or distribution of illegal drugs, **marijuana** or otherwise legal but illicitly used substances; including prescribed and/or over the counter drugs not being used for their intended or authorized purposes on the campus of the university or as part of any of its activities. Possessio of paraphernalia associated with the use, possession, or manufacture **of these substances** is prohibited on the campus of the university or as part of any of its activities. The university reserves the right to search an employee's desk, locker or personal vehicle on company propert if the university suspects that this policy has been violated.

Except in those instances when prior approval has been obtained from the university administration, the use, possession, manufacture, transportation, promotion, or distribution of alcoholic beverages is prohibited on the campus of the university or as part of any of its activities.

Beverage permit applications must be completed by individuals or groups responsible for an event where alcoholic beverages may be served. The university will make a determination for each application and th university reserves the right to refuse its permission. Beverage permit applications may be obtained fror the Dean of Students.

4.6.1 Interpretation, Administration, and Enforcement

The administration of the university has adopted rules and regulations in connection with the interpretation, administration, and enforcement of this substance and alcohol abuse policy. The universit reserves the right to interpret, apply, and enforce the provisions of this policy, including the determinatic of whether a violation has occurred. The university also reserves the right to amend this policy as necessary to maintain compliance with applicable local, state, and federal laws, or as needed to maintain the objectives of this substance and alcohol abuse policy.

4.6.2 Disciplinary Sanctions for Violations

In addition to any of the sanctions set forth in the Policy Manual, the university reserves the right to refe all matters in violation of its substance and alcohol policy to the appropriate law enforcement agencies.

It is the responsibility of each individual to seek assistance before alcohol and drug problems lead to disciplinary action. An employee's decision to seek assistance with an alcohol or substance abuse problem may be considered a mitigating factor in connection with any University disciplinary sanctions.

4.6.3 Distribution or Manufacture of Drugs or Drug Paraphernalia

The penalty for sale, distribution, or manufacture of **marijuana**, controlled **or illegal substances** or drug paraphernalia on the University of St. Francis campus or as part of any of its activities will be permanent expulsion or dismissal from the university.

RATIFIED: October 31, 2015
AMENDED: April 30, 2017
AMENDED: December 9, 2019

Appendix B: Employee Handbook - Employee Conduct & Behavior

3.7 EMPLOYEE CONDUCT AND BEHAVIOR

Conduct that interferes with operations, discredits the University, or is offensive to students, visitors, or fellow employees will not be tolerated.

All employees are expected to conduct themselves and behave in a manner which is conducive to the efficient operation of the University. Such conduct includes, but is not limited to:

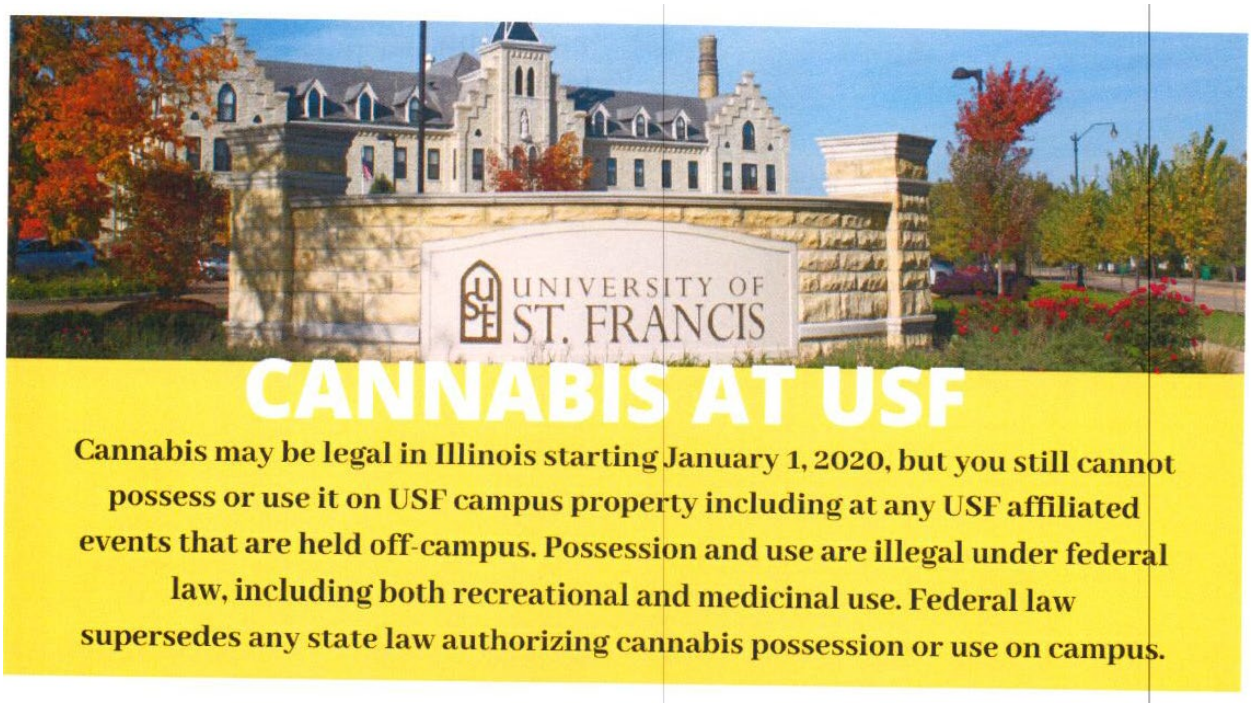
a. Reporting to work punctually as scheduled;
b. Notifying the supervisor in advance when the employee will be absent from work or is unable to report for work on time;
c. Complying with all University safety regulations;
d. Wearing clothing appropriate for the work being performed;
e. Treating all students, visitors, and fellow employees in a courteous manner;
f. Refraining from behavior or conduct deemed offensive or undesirable, or which is subject to disciplinary action;
g. Performing assigned tasks efficiently and in accord with the employee's current job description; ar
h. Reporting unethical or illegal conduct by fellow employees, students, or suppliers.

The following are examples of improper conduct that may subject the individual involved to disciplinary action up to, and including, termination of employment.

a. Reporting to work under the influence of alcohol, **marijuana** and/or illegal drugs or narcotics, or the use, sale, dispensing, or possession of alcoholic beverages, **marijuana** and/or illegal drugs or narcotics on University premises.
b. Using language or acting in a way that is discourteous, abusive, threatening, or demeaning to other
c. Possessing firearms or other weapons on University premises;
d. Being insubordinate or refusing to follow instructions from an employee's supervisor or the administration concerning a job-related matter;
e. Fighting or assaulting a fellow employee, student, or visitor;
f. Stealing, destroying, defacing, or misusing University property or the property of another employee or student;
g. Falsifying or altering any University record or report maintained by the University;
h. Threatening or intimidating faculty, staff, students, visitors, or any other member of the campus community;
i. Smoking contrary to local ordinance or University policy;
j. Engaging in rough, rowdy, or other inappropriate behavior;
k. Failing to wear assigned safety equipment or refusing to abide by safety rules or policies;
l. Being convicted of a felony or other crime;
m. Exceeding reasonable personal use of the University telephone;
n. Conducting excessive personal business during work hours or any University–sponsored activity;
o. Harassing or discriminating against any person in a manner prohibited by law.

AMENDED: March 27, 2017
AMENDED: December 9, 2019

Appendix C: All-Campus Email Notification Regarding Cannabis at USF



Appendix D: Hot Topics – Medical & Recreational Cannabis