

## **BIENNIAL REPORT**

Complying with the Drug –Free Schools and Campuses Regulations

Prepared by:

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## **Biennial Report**

### **Complying with the Drug-Free Schools and Campuses Regulations**

#### **Descriptions of the Alcohol and Other Drug Abuse and Violence Program Elements**

Fairleigh Dickinson University (FDU), an institution of higher education that receives federal funds, is required to certify that it has adopted and implemented a drug and alcohol use policy in accordance with the Drug-Free Workplace Act of 1998 (Public Law 100-690, Title V, Subtitle D) and the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). This policy has been implemented to present pertinent information regarding the severity of substance abuse, prevention of the unlawful possession, use, and distribution of illegal drugs and alcohol on campus by students, faculty, and staff, and provide awareness of some of the physical and mental consequences of using these substances. FDU has also provided policy statements in the *Codes of Conduct for Students, Faculty, and Staff* regarding the regulation to avoid the use of illegal substances.

#### **The Employee Handbook States:**

“Fairleigh Dickinson University is committed to providing an alcohol-and drug-free workplace. Workplace is defined as University property (including parking lots) and any other location where University employees are working (e.g. those where University teams go to play away games). Given the student-centered environment in which we work, the University has a ‘no tolerance’ policy on alcohol and drug abuse by our employees. Fairleigh Dickinson University supports and complies with all applicable federal and state laws and regulations in this regard.

The unlawful possession, manufacturing, use or distribution of illegal substances or drugs (not prescribed by a physician) is prohibited on University property (including parking lots) and any other sites where employees are working. Reporting to work while under the influence of alcohol, illegal substances or drugs is prohibited. Based on reasonable suspicion, an employee who is suspected of being under the influence of alcohol or any illegal drug may be directed to submit a drug screen and/or breath test for alcohol.

Fairleigh Dickinson University reserves the right to drug test an employee if a work-related accident and/or injury occurs.

Fairleigh Dickinson University reserves the right to search and inspect its facilities and properties to ensure compliance with an “alcohol-and drug-free workplace.”

Faculty and staff are bound by University-wide policies including but not limited to the ‘Drug- and Alcohol-Free Work Place Policy.’ The Policy states: “[u]se, sale manufacture, distribution, possession,

dispensation, receipt or transportation of any controlled substance or illegal drugs while on University property or conducting University business is strictly prohibited.”

In accordance with the regulations of the Drug-free Workplace Act of 1988, FDU has established an awareness program to inform employees about the danger of drug abuse. Seminars and handouts describing the dangers of drug abuse are available to all faculty and staff members as well as referral to appropriate agencies for drug counseling or rehabilitation.

Faculty and staff are informed about specific programs at faculty and staff seminars/meetings and included in new hire on-boarding information. In addition, brochures related to Employee Assistance services are provided to faculty and staff during campus events such as *Wellness Fairs* and our *HealthyU Newsletter*, circulated via email to all faculty and staff. The Employee Handbook also advises that information about drug and alcohol counseling and network treatment centers is available through the University’s health care insurance carrier.

Faculty and staff are encouraged to utilize different means of support and treatment when particular concerns in terms of drug and alcohol abuse surface. External community resources provide a confidential environment ensuring privacy for all counseling inquiries/visits.

Referrals for alcohol and drug abuse include:

Bergen County Addiction Recovery Program (ARP) (201) 261-3582

Bergen County Women’s halfway house) (201) 336-3330

Morristown Medical Center - Behavioral Health Services (888) 247-1400

United Behavioral Health (877) 481-9032 or (800) 582-8220\*

Employee Assistance Program – Care 24 (888) 887-4114\*

Health Advocate (866) 695-8622\*

\*Employees who are covered under the University’s medical policy, and are in need of substance abuse assistance and/or treatment.

The Student Handbook States:

“Alcoholism is a disorder that has profound psychological, biological and societal effects. Directly, it affects over 18 million people; indirectly, it affects another 56 million.\* Alcohol abuse is usually characterized by one of three different patterns:

- (1) regular daily intoxication,
- (2) drinking large amounts of alcohol at specific times or
- (3) periods of sobriety interspersed by periods of heavy daily drinking.

The course of the disorder is usually progressive and physical dependence can develop; if this happens, serious symptoms, sometimes life threatening, can develop when alcohol is withdrawn. Short-term effects of alcohol use can include depression, gastritis, liver diseases, automobile accidents and domestic violence. Chronic alcohol abuse can produce irreversible changes, including dementia, sexual impotence, cirrhosis of the liver and heart disease. Death can occur either as a complication of one of these chronic problems, or acutely, secondary to alcohol intoxication by poisoning or aspiration of vomitus or as the result of an automobile accident while driving intoxicated.”

Fairleigh Dickinson University believes that irresponsible use of alcohol and drugs is a threat to our students' success. The University addresses this concern in several different ways to protect and educate those who choose to, as well as those who choose not to, drink alcohol.

Students are provided with campus resources to assist with questions about psychoactive substance use and abuse. Those resources include the **Metropolitan Campus'** Student Counseling and Psychological Services office (201) 692-2174 and Student Health Services (201) 692-2437. In addition, the **Florham Campus** resources include the Counseling Services office (973) 443-8504 and Student Health Services (973) 443-8535. All services are provided in a confidential environment and focus on offering information, sharing feelings and making the student feel comfortable in exploring choices and developing personal guidelines. Counseling and treatment for alcohol and drug abuse is available through Student Counseling and Psychological Services and Student Health Services and off-campus sources.

In addition to the above resources, the following programming is implemented on each campus as follows:

### Metropolitan Campus

- University Policy prohibits substance on campus regardless of age
- Substance Abuse Educator on staff at Student Counseling & Psychological Services
- Member of the Teaneck Municipal Alliance Against Substance Abuse
- Member of the New Jersey Higher Education Consortium on Alcohol and other Drug Prevention and Education
- Alcohol & Drug Education Programs including but not limited to the following:
  - 21st Birthday card
  - RA training
  - Orientation programs
  - Parent Awareness
  - Individual substance use/abuse assessment and counseling
  - Alcohol and Marijuana Tutorials
  - CHOICES: A Brief Alcohol Abuse Prevention Program

- BASICS: Intervention program
- Substance Free Residence: LIFE House
- Alcohol Free Social Options/Materials Available to Borrow
- Various National Collegiate Alcohol Awareness Programs
- Safe Spring Break Program
- Stress Less Week
- Substance Prevention Presentations: University Transition Classes for Freshman
- Co-sponsorship of Greek, Residence Life, Student Life, and other Organizations focused on Substance Prevention
- E-Checkup To Go Alcohol & E-Toke- These completely **anonymous self-screening tools** provide helpful feedback regarding the individual's pattern of **alcohol/cannabis** use and how it might be affecting personal relationships, life and career goals and overall health and well-being.
- Sexual Consent Program

### Florham Campus

Student Counseling and Psychological Service at the College at Florham offers personal, confidential counseling and recovery assistance for students experiencing substance abuse problems.

- Licensed Clinical Alcohol and Drug Counselor on staff
- Member of the New Jersey Higher Education Consortium on Alcohol and other Drug Prevention and Education
- Alcohol & Drug Education Programs include but are not limited to the following:
  - Substance use assessments
  - Dual diagnosis psychiatric evaluations
  - Short-term substance related counseling
  - Alcohol use disorder screenings
  - Alcohol crisis intoxication interventions
  - Referrals to off-campus alcohol and drug treatment centers
  - Alcohol and drug tutorials
  - National Collegiate Alcohol Awareness Week
  - Safe Spring Break Program
  - Freshman Seminar discussion on AOD
  - National Recovery Month Campaign
  - National Drunk/Drugged Driving Prevention Month
  - Minding Your Mind Speaker Series
  - Substance Abuse Prevention Social Media Outreach

- ⊖ Alcohol Poisoning Awareness Initiatives
- ⊖ Reducing High Risk Drinking/Fraternity/Sorority programming
- Active Minds Speakers Bureau
- CHOICES: A Brief Alcohol Abuse Prevention Program

### Disciplinary Sanctions

The University will impose disciplinary sanctions on students and employees (faculty, exempt and non-exempt staff) who violate the University policy. Students should be cognizant of the fact that violation of these standards will subject them to University disciplinary sanctions up to and including suspension or expulsion from the residence halls and/or the University and referral for criminal prosecution. Employees should be cognizant of the fact that violation of these standards will subject them to disciplinary sanctions up to and including immediate dismissal and referral for criminal prosecution.

### **Statement of Alcohol and Other Drug Abuse and Violence Program Goals and a Discussion of Goal Achievement**

While FDU recognizes the fact that there may be occasional infractions to this policy, the goal is to provide a safe and secure environment where students, faculty, and staff abide by the rules and regulations, particularly in terms of drug and alcohol abuse. To that effect, all infractions of policy are recorded and addressed by the appropriate administrative unit.

Students are brought to disciplinary hearings where they are given the opportunity to discuss their issues in an impartial setting. Sanctions are determined when necessary by the Disciplinary Committee.

Another goal of FDU's program is to identify those students who may be in need of intervention. Faculty and staff are encouraged to look for behaviors as follows:

- Inability to complete assignments
- Excessive class absences
- Indecision
- Inability to concentrate in class
- Suspicion of substance abuse
- Suspicion of eating disorder
- Inappropriate classroom or social behavior
- Abrupt decline in academic performance
- Student's self-disclosure of a personal problem

- Suspicion of being a victim of domestic violence
- Expression of a desire for change
- Difficulties in relationships
- Difficulties in adjustment to college
- Frequent crying
- Decline in personal grooming
- Social isolation

Students at risk of any of the above are encouraged to seek assistance at Student Counseling and Psychological Services. They are assured this is a confidential process. The following strategies for referring students have been developed to ensure that faculty and staff members realize the significance of the process and the need to provide intervention when necessary:

1. Give students positive reasons for referral to Student Counseling and Psychological Services. Address the benefits working toward behavior changes and self-improvement to reduce the possible stigma of counseling.
2. Encourage the student to make an appointment as soon as possible or walk with them to the Counseling Office.
3. Rather than referring a student to Student Counseling and Psychological Services or a therapist, in general, it is helpful to refer to the counselors by name. It alleviates some of the trepidation of meeting with a stranger.
4. Once the student makes the appointment, suggest that he/she reports back to you to demonstrate your continued concern for his/her success. Stress the confidentiality of your meeting with the student and the student's meeting with the Counselor.

Student Counseling and Psychological Services makes every effort to inform the University community of the seriousness of drug and alcohol abuse, and the consequences, in terms of medical, physical legal, and academic repercussions. Statistics that provide a tally of counseling visits, referrals, and sanctions for non-compliance with University regulations regarding alcohol and drug abuse are compiled at the end of every semester and become a significant aspect of the annual institutional assessment.

### **Procedures for Distributing Annual AOD Notification**

Notification to students, staff and faculty is currently provided in several ways. All new faculty and staff receive the University's Drug-and Alcohol-Free Workplace Policy upon hire. In addition, the policy is distributed via email on an annual basis.

The University's Student Handbook is distributed annually, and includes the University's policy on drug and alcohol. In addition, the Student Handbook is available on the University's website (<http://view.fdu.edu/default.aspx?id=8059>).

All constituents have access to on-line publications that are updated on a regular basis. The policies and assistance programs are also available on high-traffic web pages. For faculty/staff the primary web page is the University's Human Resources link at <http://view.fdu.edu/default.aspx?id=2018>. For students, this information is located on the Student Life site at <http://www.fdu.edu/studentlife/2012/alcoholandotherdrugs.pdf>, as well as the counseling websites for each respective campus.

### **Copies of the Policies Distributed to Students and Employees**

In accordance with the regulations of the Drug-Free Workplace Act of 1988, FDU has established an awareness program to inform employees about the dangers of drug abuse. Seminars/meetings and handouts are provided to faculty and staff describing the dangers of drug abuse. Referral to appropriate agencies for drug counseling and rehabilitation are also provided to faculty and staff (Drug- and Alcohol-Free Work Place Policy).

### **Recommendations for Revising AOD Programs**

Members of the University community meet periodically to discuss issues associated with alcohol and drug use on campus and make necessary recommendations if an increase in alcohol and drug use is evident.

Each campus has a Behavioral Intervention Team that meets on a regular basis to review specific students at risk, including those that have exhibited alcohol and drug abuse concerns. Recommendations are made if changes to our policy and/or educational programming are warranted.

In addition, representatives from the Office of General Counsel, Risk Management and Human Resources meet periodically throughout the year to review policies and discuss potential changes that should be implemented based upon volume of activity related to alcohol and/or drug abuse on campus.