Xavier University

Drug-Free Schools and Communities
2018 Biennial Review
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Drug-Free Schools & Communities 2018 Review Committee
Preface

Xavier University’s Alcohol and Other Drug Policy is a component of the University’s compliance with the **DRUG-FREE SCHOOLS AND COMMUNITIES ACT OF 1989**. This legislation requires colleges and universities to certify that they attempt to prevent the unlawful possession, use, and/or distribution of drugs and alcohol by students and employees. For more information on Xavier’s efforts to create a safe environment conducive to intellectual and personal development and to reduce the occurrence of alcohol and other drug related incidents, please see the following resources:

1. [www.xavier.edu/deanofstudents](http://www.xavier.edu/deanofstudents)
2. [www.xavier.edu/studenthandbook](http://www.xavier.edu/studenthandbook)
3. [www.xavier.edu/dfsca](http://www.xavier.edu/dfsca)

**Purpose**

The purpose of the University’s Alcohol and Other Drugs Policy is to promote the legal and responsible use of alcohol and other drugs; to ensure compliance with state and federal laws and regulations which pertain to the University; to preserve a social environment conducive to learning and healthy living; and to promote the education of students and employees regarding alcohol and other drugs.

Students and employees who would like to receive additional information or confidential assistance may contact Health Services, Counseling Services, Psychological Services, the Division of Student Affairs, Human Resources or the Employee Assistance Program.

**University Mission**

Xavier is a Jesuit Catholic university rooted in the liberal arts tradition. Our mission is to educate each student intellectually, morally, and spiritually. We create learning opportunities through rigorous academic and professional programs integrated with co-curricular engagement. In an inclusive environment of open and free inquiry, we prepare students for a world that is increasingly diverse, complex and interdependent. Driven by our commitment to the common good and to the education of the whole person, the Xavier community challenges and supports students as they cultivate lives of reflection, compassion and informed action.

**University Vision**

Xavier men and women become people of learning and reflection, integrity and achievement, in solidarity for and with others.

**Xavier Student Commitment**

We are Xavier Musketeers. We are unique individuals who come together in the spirit of St. Ignatius, to learn together, to serve together and we will succeed in changing the world together. We act with integrity, justice and generosity. All for one and one for all.
PART ONE:

STATE AND LOCAL LAWS

&

UNIVERSITY POLICIES
**State and Local Laws**
The University upholds the laws instituted by the State of Ohio regarding alcohol and other drugs. The current law makes it illegal for anyone under the age of 21 to order, pay for or share the cost of, attempt to purchase, possess, or consume beer, wine, or intoxicating liquor. Further, it is against the law to furnish false information as to name, age, or other identification. Additionally, it is illegal to provide, furnish, host, share or sell alcohol to any person under the age of 21. Xavier University complies with the local and state statutes prohibiting the possession of an open container of intoxicating beverage on University property and at off-campus event venues where there is no local police presence.

For more information on state and local alcohol and drug laws and the implications of violations of these laws, please refer to the Student Handbook at [www.xavier.edu/studenthandbook](http://www.xavier.edu/studenthandbook).

**University Policies**
Xavier University forbids the unlawful use, possession, distribution or sale of drugs or alcohol by a student or employee anywhere on University property. Students or employees in violation of state, federal, or other local regulations with respect to illegal drugs or alcohol may be subject to University conduct procedures and/or criminal/civil prosecution. Student violations of the University alcohol policies will be handled by the student conduct process as described in the Student Handbook.

Employees are subject to the University Policies and Procedures in the Staff Handbook.

Students and Employees will receive these said policies in an annual distribution of materials, facilitated through new student enrollment and orientation processes (such as the Road to Xavier), and employee handbook and orientation. Materials are also distributed on Xavier’s website, posted throughout campus buildings and distributed via electronic communication mechanisms such as Today at Xavier and Xavier Student Weekly publications.

**University Liquor License**
The liquor license most often used for the distribution and sale of alcohol is held by Auxiliary Services. Student groups must use this liquor license for all on-campus events.

A non-profit organization with ten or more members may qualify for a temporary liquor permit. A temporary permit may also be issued to an employer of ten or more persons for a function for employees and their families, off the business property or on the business property, if beer, wine, or liquor is sold. A permit may be issued for use at a social, recreational, charitable, fraternal, political, patriotic, or athletic function. A permit is required if a qualified organization intends to sell beer, wine, or liquor by the drink.

There are two types of temporary permits available through the Ohio Department of Liquor Control – the “F” Permit (beer), or “F-2” Permit (beer, wine, and/or spirituous liquor). Application for these permits must be filed a minimum of thirty (30) days prior to the event.

A licensed alcoholic beverage distributor must supply the alcohol for the event and this distributor’s name and address must be included on the F-Permit. In most instances, trained personnel from Xavier’s food service provider will check identification and serve beverages for all events where alcohol is available as it holds the liquor permit for the University.
Events requiring a temporary “F” or “F-2” permit are listed in Appendix A.

**Alcohol Purchase**

1. Alcoholic beverages must be purchased in the State of Ohio according to State Law.
2. Alcohol cannot be purchased from a retail organization and sold to the public.
3. Event organizers and/or event attendees are prohibited from furnishing their own alcohol.
4. The procedure for purchasing alcohol for events on-campus is as follows:
   a. Campus Dining Services must be the provider of alcoholic beverages at events held in locations covered by the University’s liquor license.
   b. For on-campus events held in locations other than those covered by the University liquor license(s), the sponsoring organization must obtain the proper temporary permit for the type of alcohol to be sold from the State of Ohio. Applications for these permits may be obtained from Xavier Police. Refer to Appendix A for detailed information to apply for a temporary permit.

**Alcohol Sales**

1. Campus Dining, as the holder of the University’s liquor license, must be the provider of alcoholic beverages at on-campus events. As the holder of the University’s liquor license, Campus Dining is responsible for adhering to State Law and these procedures.
2. Trained servers must be used for the distribution and sale of alcohol.
3. Alcohol servers must request proof of age with legal ID.
4. Alcohol servers are prohibited from drinking during the event.
5. Only beer and wine may be made available to students.
6. Events where students are present must include reasonable methods for enforcing the legal drinking laws of Ohio. These may include any or a combination of the following: wristbands, hand stamps, corraling, limitation of guests to those over the legal drinking age of 21, and strict checking of identification. Exceptions exist for Currito and Cintas Center Concessions. In those instances, identification is required at purchase points only.
7. There will be a minimum charge of $2.00 per serving of beer or wine.
8. Drink specials and/or alcohol giveaways are prohibited.
9. Maximum serving sizes are twelve (12) ounces for beer and six (6) ounces for wine.
10. Alcoholic beverages must be served in a transparent or translucent non-breakable cup.
11. A maximum of two servings of alcoholic beverages may be served to a person at a time.
12. Standard “21” warning signs must be posted behind all serving areas.
13. Alcohol may not be removed from the event or corralled area (where applicable).
14. Alcohol may not be brought into the event or corralled area (where applicable). Event organizations and security personnel are expected to restrict and confiscate contraband alcohol/containers from entering into the event. Those found with personal alcoholic beverages or containers in their possession will be asked to dispose of the alcohol and leave the event. The containers may be confiscated and the individual may be subject to conduct proceedings in accordance with his/her University classification.
15. Alcohol service may begin only after the function has begun and must stop no later than one-half hour before the scheduled end of the function. Last call will take place 15 minutes prior to when alcohol service ends.
16. Open kegs must be emptied and the contents discarded at the end of the event. The contents cannot be distributed or sold to an organization/individual(s) for personal use.
Alcohol Marketing

1. Event promotion must not encourage any form of alcohol abuse.
2. No sampling of alcohol as part of campus marketing programs will be permitted.
3. Alcohol marketers may support campus alcohol education programs. The extent of this involvement will be determined by the appropriate University official and must be approved by the Associate Provost for Student Affairs, or designee.
4. Advertising that is under the auspices of Xavier University must conform to the following rules:
   a. Only beer and wine products may be advertised.
   b. No beverage containers may be given as favors, souvenirs, or prizes at a University event or activity.
   c. The word “beer” or “wine” may be placed on promotions when it will be offered. The typeface may not be larger or different than that used for words such as “soda” or “food” and the alcoholic beverage may not be the first offering listed. Promotional materials must also indicate that alternative beverages and food will be offered.
   d. The word “tailgating” (or its various forms) may not be used.
   e. Student Event advertising must include a message about the responsible use of alcohol. Examples include “You must be 21 to consume alcoholic beverages,” “Because You’re Part of a Community That Cares, Keep Alcohol Use Safe and Responsible,” “Don’t Drink and Drive.”
PART TWO:
EVENT REGULATIONS
**General Event Regulations**
Events where alcohol is sold, served, or consumed must comply with the General Event Regulations. These regulations apply whether the venue is on-campus or off-campus. Student events where alcohol is sold, served, or consumed must comply with the Student Event Regulations in addition to the General Event Regulations.

**Policy Enforcement**
1. The event organizer is responsible for using reasonable means to uphold the law and all University policies. In the case of policy violations, event organizers (with support from security personnel) are required to take action to uphold University policy. Such action may include confiscating the alcoholic beverage, having the violator leave the function, or referring the violator for University conduct procedures.
2. The event organizer is responsible for employing reasonable measures to prevent attendees from being overly intoxicated. These measures include refusing alcoholic beverage service to anyone who is, or appears to be blatantly intoxicated or whose behavior is deemed inappropriate due to over-consumption.
3. Any organizing unit, which knowingly ignores this policy, will forfeit the right to distribute alcohol at future events.
4. Alcoholic drinking games or contests are strictly prohibited, as described in the Student Handbook.

**Alcohol Event Authorization**
This policy covers authorization for alcohol at any events that are sponsored by Xavier University, both on and off-campus, either with University dollars or through the use of the Xavier University name. This policy addresses the following types of events and requires authorization for alcohol to be served at these events with the following stipulations:

**University Events:** events or activities sponsored by Xavier non-student organizations, divisions, departments, and offices.
1. The decision to serve alcohol at a University Event is at the discretion of the division head to which the organizing body reports.
2. University Events must comply with the parameters outlined in the General Event Regulations section of this policy.
3. If the majority of participants are currently enrolled Xavier students, the event is considered a student event and must comply with the parameters for Student Events as outlined in this policy.

**Student Events:** events or activities sponsored by student organizations or University offices or departments where the primary focus is programming for and with students.
1. The decision to serve alcohol will be at the discretion of the Associate Provost for Student Affairs or designee.
2. Event sponsors are responsible for submitting an Alcohol Event Request Form at least two weeks prior to the event.
3. Student Events must comply with the parameters outlined in the General Event Regulations and the Student Event Regulations section of this policy.
Non-University Events: events or activities sponsored by a non-university entity using University facilities or the University name. Such events might include space rentals for weddings, conferences, productions, and meetings.

1. When a contractual agreement has been negotiated for the use of University space by a non-University entity, the authority to serve alcohol lies with the University representative responsible for negotiating the contract with the outside entity.
2. Non-University Events must comply with the parameters outlined in the General Event Regulations section of this policy.

Personal Responsibility

1. Any individual who reports to a University activity while intoxicated will be sent home from the event at his/her expense and will be subject to conduct procedures in accordance with his/her University classification.
2. Individuals who attend events are responsible for their own actions and the actions of their guests. This includes financial liability for any damage that occurs as a result of such actions. The use of alcohol or other drugs is not to be excuse for harassment, sexual misconduct, or any inappropriate behavior. Any such behavior will be considered a violation of the Xavier University Code of Student Conduct and will be dealt with as such.

Student Event Regulations

Student events where alcohol is sold, served, or consumed must comply with the General Event Regulations as well as the Student Event Regulations listed below. These regulations apply whether the venue is on-campus or off-campus. Event sponsors are responsible for submitting an Alcohol Event Request Form at least two weeks prior to their event and must obtain approval from the Associate Provost for Student Affairs or designee.

Any organization failing to comply with any part of this Alcohol Policy will be subject to conduct procedures and associated sanctions.

1. Purpose of the event
   a. The consumption of alcoholic beverages may not be the focal point of any social gathering; the event must have other primary entertainment or educational functions.
2. Event attendees
   a. The majority of the anticipated attendees must be over the age of 21.
   b. Event attendees who appear visibly intoxicated may be ejected or denied entrance and may be subject to University conduct procedures.
3. Advisor responsibilities
   a. The organization’s designated advisor must be present for the duration of the event.
4. Security
   b. The sponsoring organization is responsible for arranging appropriate security.
   c. The sponsoring organization assumes the costs associated with event security.
5. Event timing
   a. Events must end by 1:00 a.m.
   b. Alcohol service may begin only after the function has begun and must end no later than one-half hour before the scheduled end of the function or 12:30 a.m. whichever is earlier.
   c. Last call will take place 15 minutes prior to when alcohol will cease being served.
d. The duration of alcohol service will generally not exceed 4 hours.

6. Alcohol Purchase and Sales
   a. On-campus student events must take place in venues covered by the University liquor license.
   b. Only beer and wine may be sold in accordance with the Alcohol Purchase and Alcohol Sales section of this policy.
   c. All alcoholic beverages must be purchased by attendees with the exception of wine tasting events that have an educational focus.
   d. It is the responsibility of the event organizers to inform off-campus establishments of University policies regarding the service of alcohol.
   e. All student events must include reasonable methods for enforcing the legal drinking laws of Ohio and preventing over-consumption. These may include but are not limited to any or a combination of the following: wrist-bands, hand stamps, corralling, limitation of guests to those over the legal drinking age of 21, drink limits.

7. Event Transportation
   a. When University dollars are being used to fund transportation to an event where alcohol will be consumed, a University representative or authorized security must be present on buses/vehicles.
   b. University provided transportation is required for off-campus event where alcohol will be consumed. Event attendees are required to use the University provided transportation.
   c. Advisors and/or security personnel must check guests/bags for alcohol prior to departure. Any alcohol may be confiscated and the individual may be subject to student conduct proceedings.

8. Event Advertisement
   a. Student events must comply with the Alcohol Marketing guidelines included in this policy.

9. Food and Non-Alcoholic Beverages
   a. Non-alcoholic beverages must be available free of charge.
   b. Some variety of free food must be available to limit the effects of over-consumption.

Student Travel

1. Off-campus events
   a. Student events or activities taking place off-campus are considered student functions and are covered by the parameters in the Student Event Regulations listed above and must be approved by the Associate Provost for Student Affairs or designee.

2. Student Travel
   a. The consumption of alcohol is not permitted when students travel as part of a University event or organization, regardless of the students’ legal drinking age.

3. Students are prohibited from bringing alcoholic beverages to those functions and will be subject to conduct proceedings should a violation occur.

University-Owned Housing

1. In University-owned housing students who are of legal drinking age may possess or consume a legal alcoholic beverage in the privacy of their rooms/apartments. In the event one roommate is of legal drinking age and another is not, each must observe the law as it pertains to him/her. No alcoholic beverages are permitted in any residence hall or apartment where all residents are
under the legal drinking age. If a student 21 years of age or older provides, furnishes, shares, or sells alcohol to a student under 21 years of age, both (or all) parties will be held responsible and will be subject to the student conduct process.

2. Kegs, beer balls, and other large amounts of alcohol (5 or more servings per person in a room) are not permitted in University-owned housing.

3. Displays of empty alcoholic beverage containers (cans, bottles, kegs, beer balls) are not permitted in University-owned housing and are considered to be acceptable evidence of consumption. This applies to containers used for decorative purposes as well (i.e., wine bottles used as vases). This applies to all students, regardless of age.

4. Participation in alcohol drinking games and the possession of instruments designed to encourage excessive drinking (e.g., beer bong) are prohibited.

5. Open containers of alcohol in public areas violates state law. Xavier University cannot authorize the consumption or possession of open alcohol containers. Public areas include but are not limited to:
   - The corridors, lounges, laundry rooms, and kitchens of University-owned housing;
   - Outside areas adjacent to University-owned housing or apartment buildings (e.g., Husman-Kuhlman courtyard area, Xavier Yard, Buenger Hall courtyard, Manor House courtyard, and the Village gazebo area).

6. Alcohol consumption is permitted in University-owned housing during a private gathering where all in attendance are of legal drinking age and the number of guests does not exceed the Student Handbook regulations for visitation.

7. All residents and guests present in a room where a violation of policy is occurring will be documented, are considered responsible for the behavior, and could face conduct charges, as outlined in the Xavier University Student Handbook Complicity Statement (e.g., if underage consumption of alcohol or other illegal substances is occurring, all will be held responsible for the violation.).

Other University-Owned Property

1. Open containers, kegs, beer balls and large amounts of alcohol are not permitted in vehicles parked on University-owned property.

2. Xavier University complies with the local, city, and state ordinances prohibiting the possession of an open container of beer or intoxicating beverage in a public area. This includes parking lots, sidewalks, recreational facilities, classrooms, common areas, and ground.

3. Tailgating is not permissible in any University parking lot or grounds.

Non-University-Owned Property

1. Students living off-campus in non-University-owned housing are expected to abide by the laws of the State of Ohio and the Xavier University Standards for Off-Campus Living and the Code of Student Conduct found in the Student Handbook.

2. Xavier University reserves the right to investigate and to subsequently take University action for off-campus behavior which violates alcohol and other drug laws and or policies. All such incidents may be subject to student conduct proceedings in addition to any external criminal proceedings.
PART THREE:
UNIVERSITY SUPPORT DEPARTMENTS
Dean of Students/Office of Student Integrity
The mission of the Office of the Dean of Students & Student Integrity is to contribute to student learning by responding to student behavior fairly and educationally while inviting students to engage in the Xavier community with respect, integrity and personal responsibility.

Policy on Amnesty
Xavier's Good Samaritan Amnesty Policy is designed to encourage a student to seek emergency assistance for oneself or a fellow student during an alcohol, drug or other emergency. The Good Samaritan Amnesty Policy encourages a bystander or an impaired student to call for immediate assistance by eliminating the restrictive sanctions typically applied under Xavier's Alcohol and Other Drug Policy. Students who qualify for Amnesty include those seeking assistance for themselves or another individual. Qualifying students will receive educational interventions rather than restrictive conduct sanctions, such as probationary statuses. Qualifications are: 1) Proactively seek prompt assistance from Xavier officials or law enforcement personnel; 2) Stay with the person needing assistance until help arrives to provide officials with as much information as possible; 3) Cooperate with all directives of the University officials or law enforcement personnel responding to the incident; 4) Meet with a Residence Life staff member and/or the Dean of Students or designee to discuss the situation and comply with all assigned educational interventions. In such cases, however, Xavier has discretion to impose educational sanctions as a required activity that is intended to engage the student in a positive learning experience related to the student’s inappropriate behavior.

Policy on Complicity
“Complicity” means allowing a violation to occur, whether by enabling the violation or failing to report it. At Xavier students may be held responsible for complicity for being present during a violation of the Standards of Student Conduct. Students may also be held responsible for any Code of Student Conduct violation that is occurring. It is the responsibility of each student to make a prudent choice when he or she becomes aware of a violation. Those choices include: 1) leaving the situation immediately; 2) advising those in violation of the Standards of Student Conduct to cease behavior and then leaving the situation immediately thereafter; 3) reporting the violation of the Standards of Student Conduct and leaving the situation immediately; or 4) staying and possibly being charged with a violation of the Standards of Student Conduct.

Office of Residence Life
The Office of Residence Life seeks to assist in the development of the total person and recognizes residence hall living as an integral part of the students' educational process.

Residence hall living at Xavier creates the opportunity for students to feel a sense of belonging, acquire new skills and experiences, gain self-responsibility and integrate knowledge obtained both inside and outside of the classroom. Residence Life staff will work to support students in their personal growth and to challenge students to successfully achieve their academic goals.

Xavier Police Department
Xavier University Police Department is to protect life and property, to understand and serve the needs of any and all persons within the university community, to actively seek to identify community problems and solutions to those problems, to identify and prevent any criminal activity which may occur, and to improve the quality of life in this community.
**Student Athletics**
Xavier University and its Athletic Department are committed to creating and promoting an atmosphere of compliance among its student-athletes, coaches, administrators and fans. The Athletic department achieves this goal by creating a comprehensive program that involves education, monitoring and enforcement of all NCAA and BIG EAST rules and regulations. Xavier Student-Athlete Drug Education & Screening Guidelines are listed in Appendix F.

**Fraternity and Sorority**
Xavier University Greek Life comprised of Alpha Phi Alpha Fraternity, Inc., Alpha Kappa Alpha Sorority, Inc., Kappa Alpha Psi Fraternity, Inc., Delta Sigma Theta Sorority, Inc. Phi Beta Sigma Fraternity, Inc. and Sigma Gamma Rho Sorority Inc. The National Pan-Hellenic Council (NPHC) promotes interaction through forums, meetings and other mediums for the exchange of information and engages in cooperative programming and initiatives through various activities and functions. To see a full statement provided by NPHC Programs please reference Appendix G.

**Counseling Center**
Xavier's Health and Wellness Center offers medical, counseling and other services to the campus community. Counseling services are provided by professional psychologists and counselors to assist with a wide range of personal concerns including anxiety, depression, adjustment, relationships, eating disorders, alcohol and drug issues, family and other problems.

**Psychological Services**
The mission of the Psychological Services Center is to provide an on-campus center where Department of Psychology faculty, students, and staff apply principles of psychology to address the concerns of others. The Psychological Services Center at Xavier University provides empirically supported therapeutic interventions for individuals who have been sanctioned for drug or alcohol violations. These interventions are focused on a harm reduction approach and have been shown to reduce risky alcohol and drug use among college students. To see a full description of the Alcohol and other Drug Intervention Programs please reference Appendix H.

**Possible Interventions for Violations of the Alcohol and Other Drug (AOD) Policy**
In addition to possible sanctions of fines and/or imprisonment stated in the Ohio State Alcohol and Drug Laws, violators of this Alcohol and Other Drug Policy may also be subject to interventions on the part of the University.

- If the violation occurs at a University event, the University official present at the event and/or the advisor/administrator in charge of the group who sponsored the event, activity, or meeting will document the situation and refer the student to the Assistant Director for Student Integrity or designee for conduct proceedings. For more information about the student conduct process please see the Student Handbook at www.xavier.edu/studenthandbook.
**Reporting Concerns**

Individuals who are concerned about an out of control party or person in need of medical help should contact Xavier University Police 24 hour emergency number at (513)745-1000. Non-emergency calls should be directed to call (513)745-2000. Reports of violations of this policy can be made to XUPD or to the Office of the Dean of Students.

**Policy Review and Changes**

The University reviews its policies and procedures on a continuing basis in order to operate in an efficient manner and to comply with the applicable local, state, and federal laws and regulations. Policies contained in this document are in effect as of this publication date and are subject to change as deemed necessary by the University.
PART FOUR:
VIOLATION DATA
Violation Data

At Xavier, the Student Conduct Processes focus is on the student, and who they choose to become through the use of their talents, skills, and experiences both inside and outside of the classroom. Every Xavier student is a representative and ambassador for the University. Expectations, policies, and the code of student conduct found in the Student Handbook have been established to assure respect for oneself and others. Students are held accountable for inappropriate behavior both on-campus and off-campus and there are consequences to unwise decisions and choices if a student is found to be responsible for violations.

These charts reflect all findings of responsibility over the last two academic years. It should be noted that charts show individual charges of policy violations where students are found responsible or a student accepted responsibility. To be found "responsible," the responsibility for the charged violation is established by a "preponderance of the evidence." The same individual could have multiple charges.

This chart below is demonstrating the number of total findings of responsibilities. Both alcohol and drug violations are represented in the overall total findings. From the 2016-2017 and 2017-2018 academic year violations of the Code of Conduct increased approximately by 5% demonstrating the University’s commitment to responding to alcohol and drug policy violations.
From the 2016-2017 and 2017-2018 academic year Alcohol violations increased approximately by 9%. It should be noted the charge Alcohol Policy –Other violation was utilized less in the 2017-2018 academic year due to a change in policy to utilize more specific recognized violations in incident reports. The Alcohol Policy -Possession violation increase is a result of these changes in report categorization.
From the 2016-2017 and 2017-2018 academic year drug violations decreased approximately by 19%. It should be noted the charge *Drug Policy -Other* violation was utilized more in the 2016-2017 academic year for drug paraphernalia and for multiple drug violations in one incident report. New procedures for more specific incident categorization have been implemented.
Drug Responsible vs Not Responsible

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PART FIVE:
RECOMMENDATIONS

Recommendations

1. Increase conduct policy and data communication to faculty/staff by utilizing existing tools and data collection processes.

2. Develop and establish restorative measures to enhance the educational impact of our alcohol and other drug response mechanisms.

3. Consider opportunities to use the student conduct process to strengthen student connections with other support units such as student success coaches or counseling staff.

4. Review and revise AOD sanctions in the conduct process, when applicable, as well as preventative and early intervention programs.

5. Utilize peer educators in alcohol and other drug prevention initiatives.

6. Establish an ad-hoc alcohol and other drug committee of faculty staff and students, to make recommendations, and develop new goals and objectives.
PART SIX: APPENDICES
APPENDIX A

Permit Information

When Is a Liquor Permit Needed?
A liquor permit is required each time a campus organization intends to purchase beer or wine for sale by the drink or through the use of an entrance fee, cover charge, etc.
No liquor permit is required if an individual or organization intends to purchase beer or wine for use at a private function for invited guests for which no admission fee is charged or liquor is sold.

A temporary permit grants permission from the State of Ohio to a qualified group of citizens to handle or sell beer or wine for a prescribed period of time (two, three or five days).

A non-profit organization with ten or more members may qualify for a temporary permit. Examples are charitable organizations, labor unions and fraternal or social groups. A permit may be issued for use at a social, recreational, charitable, fraternal, political, patriotic or athletic event. A temporary permit will not be authorized by University personnel for a University event on campus or off-campus except in rare instances with approval from a division head or the President.

What kinds of temporary permits are available?
   a) An “F” permit is a five day privilege for Special Functions. It is valid for the sale of beer only, until 1:00 a.m. – filing fee is $40.00. The application must be filed at least thirty (30) days prior to the date of the function. No more than two such permits may be issued to the same applicant in any thirty (30) day period.

   b) An “F-2” permit is a two day privilege for special functions. It is valid for the sale of beer, wine, and/or spirituous liquor until 1:00 a.m. – filing fee is $150.00. The application should be filed thirty (30) days prior to the event. No more than two F-2 permits may be issued to any applicant within a calendar year.

“F” and “F-2” permit applications are available through Xavier Police. For more information, contact Xavier Police at the non-emergency phone: 513-745-2000.

APPENDIX B

Guidelines for Promoting Responsible Alcohol Use

1. The safest option is not to drink; by law, it is your only option if you are under 21.
2. Recognize another's right to drink or not to drink.
3. Be cautious about drinking on dates or where physical intimacy is a possibility.
4. Use the “buddy system” to watch out for each other.
5. Avoid drinking in high-risk situations (swimming, operating machinery, and playing sports).
6. Use alcohol cautiously in connection with any medication or other drugs. Example: Antihistamines and alcohol can induce excessive sedation, so it would be best to avoid this combination.
7. Eat high-protein foods such as cheese and meats before and while you drink; they stay in the stomach longer and delay the absorption of alcohol.
8. Have an exit plan in mind before attending an event where alcohol is served.
10. Keep track of how much you drink by counting “standard drinks.” (a standard drink is 12 oz of beer, 8 oz of malt liquor, 4 oz of wine, 10 oz wine cooler, 1.25 oz shot of 80-proof liquor).
11. The National Institute of Health has established that “low-risk” drinking limits are:
   - Men = No more than 4 drinks on any single day and no more than 14 drinks during the week.
   - Women = No more than 3 drinks on any single day and no more than 7 drinks per week.

   **To stay at low-risk levels keep within both the single day and weekly drinking limits**
   - Low-risk drinking does not mean “no-risk”. Even when drinking within the low-risk guidelines, drinkers can still have problems especially if they drink too quickly, are under the age of 21, taking medications or have existing health problems. Choose a “designated driver” for the evening (a person who will drive and remain sober during the party).

12. Sip your drink, and do not consume more than one drink per hour.
13. Never leave a drink unattended, even for just a moment.
14. Arrange cab rides, rides with the “designated driver” or invite intoxicated friends to sleep over.
15. Plan activities so that drinking is not the focal point of the party.
16. Stop serving alcohol 30 minutes before your party is over. Only time will make your guests sober. Fresh air, coffee, cold showers, etc. do not affect a person’s blood alcohol level and do nothing to decrease a person’s level of intoxication.
17. Be aware of signs of alcohol poisoning:
   - bluish, pale skin color
   - cold and clammy skin
   - shallow, slow, or irregular breathing
   - vomiting
   - inability to arouse the person after they have passed out
   - mental confusion, stupor, coma

APPENDIX C

Definitions of Terms throughout this Policy

1. **Corralled area:** An area roped or taped off separately, or separate room within an event in which only those 21 or older are permitted to enter.
2. **Drinking games:** Games such as beer pong, flip cup, caps, kings, jenga, quarters, etc. where binge drinking is encouraged.
3. **Medical Amnesty:** Allows students to avoid student conduct sanctions when seeking medical assistance for themselves or another student for an alcohol or other drug overdose medical emergency. Some restrictions apply.
4. **Tailgating:** A social event held in parking lots or other University grounds, involving alcohol consumption and/or grilling of food.
## APPENDIX D

### Interventions for Alcohol Policy Violations

<table>
<thead>
<tr>
<th>First Offense</th>
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<th>Third Offense</th>
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<tr>
<td><strong>Objective</strong></td>
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<td>Provide curriculum based education geared toward increasing student’s knowledge of his/her alcohol misuse issue.</td>
<td>Provide brief motivational intervention that increases coping skills, knowledge and insight necessary to decrease further alcohol abuse.</td>
<td>Provide treatment services for students who continue to show maladaptive patterns of alcohol abuse.</td>
<td>Provide an individualized therapeutic plan of care for those students who have not responded to previous alcohol interventions and continue to make harmful choices regarding alcohol.</td>
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<tr>
<td><strong>Outcome</strong></td>
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<td>Typical student conduct sanctions for students found responsible for a first alcohol policy violation include but are not limited to: Participation in a 90-minute educational group (i.e., CHOICES or similar program). There is a $25 registration fee for all mandated students. There are additional fees and consequences for failure to complete the program. “Written Warning”** More severe sanctions may be assigned at the discretion of the hearing officer.</td>
<td>Typical student conduct sanctions for students found responsible for a 2nd alcohol policy violation include but are not limited to: Participation in 2 individual therapy sessions (i.e., BASICS or similar curriculum). There is a $50 registration fee for all mandated students. There are additional fees and consequences for failure to complete the program. “Residence Life Probation”** More severe sanctions may be assigned at the discretion of the hearing officer.</td>
<td>Typical student conduct sanctions for students found responsible for a 3rd alcohol policy violation include but are not limited to: Participation in 6-8 individual or group therapy sessions (i.e., Alcohol Skills Training Program or similar curriculum). There is a $75 registration fee for all mandated students. Those currently on Residence Life Probation will face the possible sanction of “Removal from University-owned housing.” There are additional fees and consequences for failure to complete the program. “University Probation”** More severe sanctions may be assigned at the discretion of the hearing officer.</td>
<td>Students who are found responsible for a 4th alcohol policy violation and who are currently on University Probation will likely face a sanction of “Suspension.”** Suspension involves the exclusion of the student from participation in any academic or other activities of the University for a specified period of time. Suspension may be in addition to any other sanction that is judged to be of value to the student and in this case will likely include the requirement that the student provide documentation of successful completion of an alcohol treatment program prior to their return to campus.</td>
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*More information about the student conduct process and sanctions may be found in the Student Handbook.*
## APPENDIX E

### Interventions for Drug Policy Violations

<table>
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<th>First Offense</th>
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<tr>
<td>Provide curriculum based education geared toward increasing student’s knowledge of his/her substance misuse issues.</td>
<td>Provide brief motivational intervention that increases coping skills, knowledge and insight necessary to decrease further substance misuse.</td>
<td>Provide treatment services for students who continue to show maladaptive patterns of substance abuse.</td>
<td>Provide an individualized therapeutic plan of care for those students who have not responded to previous substance abuse interventions and continue to make harmful choices regarding substances.</td>
</tr>
<tr>
<td><strong>Outcome</strong></td>
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<tr>
<td>Typical student conduct sanctions for students found responsible for a first drug policy violation include but are not limited to: Participation in an online course, an online assessment, and attendance at a one hour individual meeting with a therapist (i.e., MJ101 for marijuana or similar program). There is a $25 registration fee for all mandated students. There are additional fees and consequences for failure to complete the program. “Written Warning”* More severe sanctions may be assigned at the discretion of the hearing officer.</td>
<td>Typical student conduct sanctions for students found responsible for a 2nd drug policy violation include but are not limited to: Participation in 2 individual therapy sessions (i.e., CASICS for marijuana or similar curriculum). There is a $50 registration fee for all mandated students. There are additional fees and consequences for failure to complete the program. “Residence Life Probation”* More severe sanctions may be assigned at the discretion of the hearing officer.</td>
<td>Typical student conduct sanctions for students found responsible for a 3rd drug policy violation include but are not limited to: Participation in a 4-6 session skills training program in either an individual or group format (i.e., MET-CBT-5 Program for marijuana or similar curriculum). There is a $75 registration fee for all mandated students. Those currently on Residence Life Probation will face the possible sanction of “removal from University-owned housing.” There are additional fees and consequences for failure to complete the program. “University Probation”* More severe sanctions, in may be assigned at the discretion of the hearing officer.</td>
<td>Students who are found responsible for a 4th drug policy violation and who are currently on University Probation will likely face a sanction of “Suspension.”** Suspension involves the exclusion of the student from participation in any academic or other activities of the University for a specified period of time. Suspension may be in addition to any other sanction that is judged to be of value to the student and most likely will include the requirement that the student provide documentation of successful completion of a relevant substance abuse treatment program prior to their return to campus.</td>
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</table>

*More information about the student conduct process and sanctions may be found in the Student Handbook.*
APPENDIX F

XAVIER STUDENT-ATHLETE DRUG EDUCATION AND SCREENING

Introduction

Xavier University recognizes the need to provide all student-athletes with the opportunity to develop responsible behaviors that lead to healthy living. Thus, education at Xavier not only encompasses the traditional liberal arts subject matter, but also includes opportunities for life skill development.

While all student-athletes have opportunities to participate in learning more about personal issues such as alcohol, drug, and dietary supplement usage, particular attention must be given to those student-athletes participating in NCAA athletic programs. Since drug and alcohol abuse is a serious social and health problem in today’s society, it is critical for student-athletes to learn that the use or abuse of certain drugs can be a severe detriment to their general health as well as their athletic performance and the well-being of fellow teammates and competitors.

Of course, Xavier University cannot ensure that all of its student-athletes will refrain from the abuse of alcohol, drugs, and dietary supplement usage. However, the following drug education and screening policy and procedures for Xavier University student-athletes are designed in an attempt to provide student-athletes with the opportunity to learn about the effects of certain drugs and to participate in a drug free environment.

This policy has been reviewed and approved by appropriate Xavier University personnel. Xavier reserves the right to change this policy when necessary. Each student–athlete will be informed of any substantive changes.

Overview of the Program

I. Appointment of the Xavier University Student-Athlete Drug Education and Alcohol Policy Committee (hereafter referred to as Committee).

This Committee’s membership will consist of three representatives from Xavier’s Athletic Advisory Board: the Chair of the Athletic Advisory Board, the NCAA Faculty Representative, and a faculty member serving on the Board.

The committee will generally perform the following functions:

1. Assist the Athletic Department in reviewing and revising where necessary the drug education and screening policies.

2. Oversee drug education efforts and screening procedures that will include drug education programs for athletes, monitor screening procedures and insure the provision of appropriate remediation such as counseling, treatment and/ or discipline where necessary. The committee will be provided with a general summary report describing the frequency of positive tests, types of drugs used and drug educational programs and attendance rates on an annual basis at minimum. This report will not include any identifying information regarding particular student-athletes.

3. Serve as a hearing committee for student-athletes if an appeal is requested.
4. Assist in developing and implementing policies with respect to student-athlete confidentiality and right to privacy issues as they relate to student-athlete drug education and screening.

II. Every student-athlete that wishes to practice or compete in Intercollegiate Athletics at Xavier University will be given a copy of this policy on or before the initial practice session for their particular sport each year. This policy extends to every student-athlete, regardless of whether they are medically able to practice and/ or compete.

The Xavier Student-Athlete Drug Education Screening program is separate from the NCAA Drug Testing Program. Consent to participate in both programs is necessary before a student-athlete can practice or compete at Xavier University.

III. Drug Education and Awareness Program

Each student-athlete will be required to participate in at least one drug education program per year, typically via the Champs/Life Skills Program. These programs sponsored or sanctioned by the Athletic Department, will be designed to inform student-athletes of the negative effects of a variety of banned substances including but not limited to illicit drugs, performance enhancers, prescription medications, and over-the-counter substances including dietary supplements. These programs may include presentations by physicians, nurses, psychologists, counselors or other professionals knowledgeable about drug and alcohol issues. Failure of a student-athlete to attend the minimum number of educational sessions may result in disciplinary action imposed by the Athletic Director.

IV. Methods of Selection

All student-athletes participating in Intercollegiate Athletics at Xavier University will be subject to random screening for drugs from the time a student-athlete joins a team until such time that the student-athlete formally ceases participation in that sport (e.g. through graduation, withdrawal from the university, quitting the team). A student-athlete may be subject to testing at any time when the Director of Athletics or his/her designee determines there is individualized reasonable suspicion to believe the participant is using or has used a prohibited substance. Such reasonable suspicion shall be based on information as determined by the Director of Athletics or by an Associate/Assistant Director of Athletics, Head Coach, Assistant Coach, Head Athletic Trainer or Assistant Athletic Trainer, or Team Physician, and deemed reliable by the Director of Athletics or his/her designee. Reasonable suspicion may be found, but not limited to 1) observed possession or use of substances appearing to be prohibited drugs, 2) arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances, or 3) observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs or substances. Among the indicators which may be used in evaluating a student-athlete’s abnormal appearance, conduct or performance are: decrease in class attendance, significant GPA changes, decrease in athletic practice attendance, increased injury rate or illness, physical appearance changes, academic/athletic motivations level, emotional condition, mood changes, and legal involvement. The Director of Athletics will make a determination within 48 hours of receiving the information from the individual(s) mentioned above. If suspected, the Director of Athletics or his/her designee will notify the student-athlete and the student-athlete must stay with a member of the sports medicine staff until an adequate specimen is produced. Note: The possession and/or use of illegal substances may be determined by means other than urinalysis. When an individual is found to be in possession and/or using such
substances, he/she will be subject to the same procedures that would be followed in the case of a positive drug test result.

V. Consent to be Tested

As a condition of eligibility, each student-athlete must consent to be tested. No student-athlete will be allowed to practice or compete until the consent forms for both Xavier University and the NCAA have been signed.

VI. Safe Harbor Program

A student-athlete can voluntarily self-disclose to the Athletic Director a problem with substance abuse prior to being selected for testing. The student-athlete will be required to undergo an assessment as well as counseling. Student-athletes will not be subject to the institution’s random selection process for a reasonable period of time (e.g. 30 days). Follow-up testing during the student-athlete’s career at Xavier University will be required and will be considered part of the normal testing protocol. Information shared between the student-athlete and the Athletic Director will be considered confidential with disclosure restricted to that necessary for treatment purposes.

VII. Notification

Student-athletes that have been selected to be screened will be notified by one of the athletic training staff members. Notification will take place on the day of the screening and will be done by direct contact using the telephone, written notice or in-person notification. No-notice testing is permissible under the terms of this policy.

VIII. Missed/Late/Refused Screen

A student-athlete that refuses to be tested, is late for testing, or who attempts to manipulate, substitute or intentionally dilute his/her urine sample shall have that test counted as a positive test and be subject to all applicable sanctions.

IX. Records Procedure

All test results will be kept in the offices of the Xavier Health and Counseling Center. Reports with positive results will be kept in an individual folder labeled for that student-athlete. All future test results will be placed in the student-athletes file along with any other information relative to this matter with the exception of medical or counseling records compiled by Xavier University or other professionals serving in this capacity with the student-athlete. All records will be maintained with no information released without consent of the student-athlete. However, information may be released without the student-athlete’s permission pursuant to court order or to the extent necessary to carry out the purpose of the Xavier Student Athletic Drug Education and Screening Policy. The Athletic Department will maintain a confidential correspondence file documenting any sanctions levied against student violators of this policy.

X. Collection and Screening Procedures
1. Upon entering the collection station, the athlete will provide photo identification and/or a client representative/site coordinator will identify the athlete and the athlete will be officially signed into the station.

2. The athlete will select a sealed collection beaker from a supply of such and will record his/her initials on the collection beaker’s lid or attach a unique bar code to the beaker.

3. A collector, serving as a validator, will monitor the furnishing of the specimen in order to assure the integrity of the specimen until a volume of at least 85 mL is provided (volume is dependent upon client protocol and drugs being tested).

4. Only members of the drug-testing crew should serve as validators and will be the same gender as the athlete.

5. Athletes may not carry any item other than his/her beaker into the restroom when providing a specimen. Any problem or concern should be brought to the attention of the crew chief for documentation.

6. Once a specimen is provided, the athlete is responsible for keeping the collection beaker closed and controlled.

7. Fluids and food given to athletes who have difficulty voiding must be from sealed containers (approved by the collector) that are opened and consumed in the station. These items must be caffeine- and alcohol-free and free of any other banned substances.

8. If the specimen is incomplete, the athlete must remain in the collection station until the sample is completed. During this period, the athlete is responsible for keeping the collection beaker closed and controlled.

9. If the specimen is incomplete and the athlete must leave the collection station for a reason approved by the collector, specimen must be discarded.

10. Upon return to the collection station, the athlete will begin the collection procedure again.

11. Once an adequate volume of the specimen is provided, the collector who monitored the furnishing of the specimen by observation will sign that the specimen was directly validated and a collector will check the specific gravity and if in range measure the pH of the urine in the presence of the student athlete.

12. If the urine has a specific gravity below 1.005, the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.

13. If the urine has a pH greater than 7.5 (with reagent strip) or less than 4.5 (with reagent strip), the specimen will be discarded by the athlete. The athlete must remain in the collection station until another specimen is provided. The athlete will provide another specimen.

14. If the urine has a specific gravity above 1.005 and the urine has a pH between 4.5 and 7.5 inclusive, the specimen will be processed and sent to the laboratory.
15. The laboratory will make final determination of specimen adequacy.

16. If the laboratory determines that an athlete’s specimen is inadequate for analysis, at the client’s discretion, another specimen may be collected.

17. If an athlete is suspected of manipulating specimens (e.g. via dilution), the client will have the authority to perform additional tests on the athlete.

18. Once a specimen has been provided that meets the on-site specific gravity and pH parameters, the athlete will select a specimen collection kit and a uniquely numbered Chain of Custody Form or set of Specimen Bar Code Seals from a supply of such.

19. A collector will record the specific gravity and pH values.

20. The collector will pour approximately 60 ml of the specimen into the “A vial” and the remaining amount (approximately 25 ml) into the “B vial” (required volume is determined by client and/or laboratory) in the presence of the athlete.

21. The collector will place the cap on each vial in the presence of the athlete; the collector will then seal each vial in the required manner under the observation of the athlete and witness (if present).

22. Vials and forms (if any) sent to the laboratory shall not contain the name of the athlete.

23. All sealed specimens will be secured in a shipping case. The collector will prepare the case for forwarding.

24. The athlete, collector and witness (if present) will sign certifying that the procedures were followed as described in the protocol. Any deviation from the procedures must be described and recorded. If deviations are alleged, the athlete will be required to provide another specimen.

25. After the collection has been completed, the specimens will be forwarded to the laboratory and copies of any forms forwarded to the designated persons.

26. The specimens become the property of the client.

27. If the athlete does not comply with the collection process, the collector will notify the client representative/site coordinator and third party administrator responsible for management of the drug-testing program.

28. On occasion, a client may choose to test using a single specimen kit. The collector will follow the split specimen procedures up the point where the athlete selects a sealed kit. With a single specimen kit, the collector beaker may serve as the secured vial for transporting the specimen to the laboratory. The collector will instruct the athlete to provide at least 35 mL of urine allowing for a 5 ml pour-off to measure specific gravity and pH on site. A single vial will be processed and transported to the laboratory for analysis.

XI. Reporting of Results
The results of the drug screening tests will be forwarded to a Team Physician for review. The physician will then only provide the Athletic Director with the identity of any student-athlete with a positive test for the following drug substances:

1. Stimulants
2. Anabolic Agents
3. Alcohol and Beta Blockers (banned for rifle only)
4. Diuretics and Other Masking Agents
5. Street Drugs
6. Peptide Hormones and Analogues
7. Anti-estrogens
8. Beta-2 Agonists

Note: Any substance chemically related to these classes is also banned.

The institution and the student-athlete shall be accountable for all drugs within the banned drug class, regardless of whether they have been specifically identified.

Drugs and Procedures Subject to Restrictions:

b. Local Anesthetics (under some conditions).
c. Manipulation of Urine Samples.
d. Beta-2 Agonists permitted only by prescription and inhalation.
e. Caffeine if concentrations in urine exceed 15 micrograms/ml.

Some Examples of NCAA Banned Substances in each class

NOTE: There is no complete list of banned drug examples!! Check with your athletics department staff to review the label of any product, medication or supplement before you consume it!

Stimulants:
amphetamine (Adderall); caffeine (guarana); cocaine; ephedrine; fenfluramine (Fen); methamphetamine; methylphenidate (Ritalin); phentermine (Phen); synephrine (bitter orange); etc.
exceptions: phenylephrine and pseudoephedrine are not banned.

Anabolic Agents:
boldenone; clenbuterol; DHEA; nandrolone; stanozolol; testosterone; methasterone; androstenedione; norandrostenedione; methandienone; etiocholanolone; trenbolone; etc.

Alcohol and Beta Blockers (banned for rifle only):
alcohol; atenolol; metoprolol; nadolol; pindolol; propranolol; timolol; etc.

Diuretics and Other Masking Agents:
bumetanide; chlorothiazide; furosemide; hydrochlorothiazide; probenecid; spironolactone (canrenone); triameterene; trichlormethiazide; etc.

**Street Drugs:**
heroin; marijuana; tetrahydrocannabinol (THC).

**Peptide Hormones and Analogues:**
human growth hormone (hGH); human chorionic gonadotropin (hCG); erythropoietin (EPO); etc.

**Anti-Estrogens:**
anastrozole; clomiphene; tamoxifen; formestane; etc.

**Beta-2 Agonists:**
bambuterol; formoterol; salbutamol; salmeterol; etc.

**Any substance that is chemically related to the class of banned drugs, unless otherwise noted, is also banned!**

The NCAA list of banned-drug classes is subject to change by the NCAA Executive Committee. Any changes will be incorporated in this page.

**G. Alcohol**

Xavier University considers alcoholic beverages to be drugs that may be misused and abused. Student-athletes must be aware of team training rules relative to alcohol rules and use, as well as the specific provision in the Student-Athlete Code of Conduct signed at the beginning of each academic year and all general University alcohol policies.

**H. Tobacco**

The use of tobacco products is prohibited by all game personnel (e.g. coaches, trainers, managers and game officials) in all sports during practice and competition. Use of tobacco products during practice or competition will result in sanctions by the Director of Athletics.

**I. Supplements**

*Nutritional supplements are not strictly regulated and may contain substances banned by the NCAA. For questions regarding nutritional supplements, please visit the National Center for Drug Free Sport Resource Exchange Center (REC) Web site (www.drugfreesport.com/ree) and/or consult the athletic trainer or team physician.*

**XII. Medical Exemption Procedure**

Medical exemptions may be made for student-athletes with a documented medical history demonstrating the need for regular use of a prescribed drug(s). Student-Athletes should notify the Xavier University Athletic Training staff of any drugs being taken immediately upon arrival on campus.
XIII. Counseling/Treatment/Sanction Procedures

Positive Drug tests will accumulate during a student-athlete's career at Xavier University. They are not counted on a year-to-year basis. In addition, a positive NCAA drug test will also count as a positive in the Xavier University Drug testing program.

Once a positive test is confirmed, the Athletic Director will meet with the student-athlete and explain procedure options available to the student-athlete. The Athletic Director will also inform the Administrative Vice President of the existence of a positive test and the action taken, without revealing the identity of the student-athlete.

The student-athlete may be mandated to attend a minimum of one counseling or other medical evaluation appropriate to the drug abuse.

On-going counseling or other medical treatment will not be mandatory after the initial session because of possible interference with the student-athlete’s free participation in the counseling or treatment process. Professional counseling or treatment services may be provided by appropriately credentialed individuals of Xavier University or qualified individuals or organizations apart from Xavier University. The University, at its option may choose to pay part of the costs incurred in such counseling or treatment procedures. This decision will rest with the Athletic Director.

Note: The Athletic Director may designate his/her responsibilities for sanction procedures to an appropriate Athletic Department administrator on a case-by-case basis.

All counseling or treatment procedures will be held in strict confidence. However, the Athletic Director will be advised of the student-athlete’s attendance at such sessions if so requested.

The Athletic Director will have the authority to impose any or all sanctions and report those sanctions to the Administrative Vice President.

Specific sanctions are as follows:

A. A student-athlete who possesses or distributes an illegal substance may be subject to one or more of the following: Immediate and permanent suspension from the team, cancellation of athletic scholarship at the earliest possible moment consistent with institutional, conference and NCAA regulations, and other disciplinary action by the University and/or law enforcement officials.

B. Positive Test 1: (following confirmation):

1. The student-athlete will be subject to additional follow-up testing at any time throughout his/her duration as a Xavier student-athlete.

2. The student-athlete will be required to meet with the Athletic Director. All communications between the Athletic Director and the student-athlete must be documented in writing and maintained in a confidential file.

3. A minimum of one counseling or medical evaluation session may be mandated for the student-athlete.

4. The student-athlete may be immediately suspended from team practice and/or competition.
5. The student-athlete may be required to complete a community service project approved by the Athletic Director.

C. Positive Test 2:

1. The student-athlete will be subject to additional follow-up testing at any time throughout his/her duration as a Xavier student-athlete.
2. A minimum of one counseling or medical evaluation session will be mandated for the student-athlete.
3. The Coach of the respective sport will be notified.
4. The student-athlete’s parent(s)/legal guardian(s) will be notified.
5. The student-athlete may be immediately suspended from practice and/or competition.
6. The student-athlete will be required to complete a community service project approved by the Athletic Director.

D. Positive Test 3:

1. The Coach of the respective sport will be notified.
2. The student-athlete’s parent(s)/legal guardian(s) will be notified.
3. Immediate and permanent suspension from the team and cancellation of athletic scholarship at the earliest possible moment consistent with institutional, conference and NCAA regulations.

XIV. Appeal Process

Student-athletes who test positive for a banned substance by the laboratory retained by the University may, within 72 hours following receipt of notice of the laboratory finding, contest the finding. Upon the student-athlete’s request for additional testing of the sample, the Director of Athletics will formally request the laboratory retained by the University to perform testing on specimen B. The student-athlete may choose to be present at the opening of specimen B at the laboratory. If the student-athlete does not wish to be present at the opening of the specimen B, but desires to be represented, arrangements will be made for a surrogate to attend the opening of specimen B. The surrogate will not be involved with any other aspect of the analysis of the specimen. The student-athlete or his/her surrogate will attest to the sample number and the integrity of the security seal prior to the laboratory opening of specimen B. Specimen B findings will be final, subject to the results of any appeal. If specimen B results are negative, the drug test will be considered negative.

Student-athletes who test positive under the terms of the Xavier University Intercollegiate Athletics Alcohol, Tobacco and Other Drug Education and Testing Policy will be entitled to a hearing with the Xavier Student Athlete Drug Education and Policy Committee prior to the imposition of any sanction.
Requests for such a hearing must be made within forty-eight (48) hours of notification of a positive test result. If the forty-eight hours would end on a weekend, the request must be made by noon on the next business day. Request must be in writing and received by the Director of Athletics.

The student-athlete may have an advocate or other representative present if the student so desires. However, the student-athlete must present his or her own case. The meeting should take place no more than seventy-two (72) hours after the written request is received. Either the student-athlete or the other parties involved may request an extension of time to the Director of Athletics, who will consider whether to grant the extension upon a showing of good cause. These proceedings shall include an opportunity for the student-athlete to present evidence, as well as to review the results of the drug test. The proceedings shall be confidential. The decision by Xavier Student Athlete Drug Education and Policy Committee regarding the sanction to be imposed shall be final.

XV. University Policy

The above sanctions are to be considered separate from disciplinary action brought against a student-athlete via the Xavier Student Discipline Code and Athletic Department training rules. That is, athletes involved in a violation of University regulations outside Athletic Department activities are subject to the same disciplinary process as any other Xavier student. Likewise, drug testing records and results will not be made available to other Xavier offices to aid in investigative or disciplinary action toward a student-athlete.

REVISED AUGUST 2009
APPENDIX G
National Pan-Hellenic Council Substance Abuse Policy:

The NPHC is concerned about the governing problem of substance abuse through the consumption of alcohol and the use of drugs, especially on college campuses. This is due to the alarming number of disastrous incidents in which alcohol and drugs play a part and the adverse health conditions caused by and relating to substance abuse.

The NPHC position is that the sale or consumption of alcohol or drugs at any NPHC council sponsored event on campus or at any student’s residence or other facility is strictly prohibited.

NPHC strongly suggests that every undergraduate council offer educational programs specifically addressing the problems of and solutions to substance abuse on or around the local campus.
APPENDIX H

Alcohol and Other Drug Programs (AOD) Intervention Descriptions:

A Brief Alcohol Abuse Prevention Program (CHOICES)

A brief alcohol abuse prevention program (CHOICES) is a 90-minute alcohol educational course delivered to a maximum of ten students in a group format. Students who have received a first-time alcohol-related citation are encouraged to attend. The program is presented in a non-confrontational manner and encourages students to make their own decisions about alcohol consumption.

Two therapists administer the course and guide students through a booklet containing information about college drinking, strategies to monitor drinking, and the effects of alcohol. Students are asked to reflect on what they have learned as it relates to their choices in their booklet. Participation is strongly encouraged and students are asked to discuss strategies to avoid harmful drinking and risky social situations.

Brief Alcohol Screening and Intervention for College Students (BASICS)

Brief Alcohol Screening and Intervention for College Students (BASICS) is typically delivered as a one-on-one alcohol education program conducted with a student and a therapist. Students who have received an alcohol-related citation that is a second offense are encouraged to attend two 60-minute sessions. Each session is scheduled approximately a week apart. The program is designed to provide a safe and non-judgmental environment for students to explore their alcohol use.

The primary goal of the first session is to gather background information about the student’s alcohol use and other factors that may be influencing his or her choice to drink alcohol. At the end of the session the student is asked to fill out several surveys regarding patterns of drinking, personal beliefs about alcohol, and to assess for possible dependence. The student is then provided instructions to self-monitor any drinking between sessions.

The primary goal of the second session is to provide the student with individualized feedback to help reduce the risks and harmful consequences of alcohol use. The feedback includes information about the student’s use compared to statistical norms, negative consequences of drinking, risk factors, and perceived risks and benefits of drinking. The student is then offered possible medical services if desired.

The Alcohol Skills Training Program (ASTP)
The Alcohol Skills Training Program (ASTP) is one-on-one alcohol education program with a student and a therapist. Students who have received an alcohol-related citation that is a third offence are encouraged to attend. The program consists of six 60-minute sessions, ideally scheduled weekly. Knowledge and skills necessary to drink with less risk are taught throughout in a supportive and accepting manner. Students are asked to monitor and record their consumption of alcohol between sessions.

Each session has a specific theme. The first session involves an overview of the program, review of alcohol information (e.g., BAC), alcohol’s effects on the body, and tolerance. The second session includes information about alcohol’s effect when mixed with other drugs, the long term effects of alcohol use, and setting goals and limits. The third session focuses on situational components of drinking, cues for overdrinking, drinking moderation, and ways to avoid social pressures. The fourth session includes information about negative emotional states that may trigger drinking and how to change moods without drinking. In session five students are taught assertiveness skills and how to refuse drinks. In session six, skills that have been acquired throughout the former sessions are reviewed and reflected upon. In addition, the student’s goals for drinking are discussed as well as strategies to meet the goals. Further therapeutic services are then offered to every student.

**Marijuana 101 (MJ101)**

Marijuana 101 (MJ101) can be administered as a one-on-one educational program or in group format, and is offered to students who have received a first-time marijuana-related citation. The program is designed to assist students in examining their use of marijuana and ways they can reduce risky behaviors and harmful consequences.

The program consists of one 60-minute session. A therapist guides the student through a booklet containing information about marijuana’s effects on the body, college norms regarding use, and the social consequences of use. The student is asked to reflect on each section of the content by journaling in the booklet. Throughout, the student is encouraged to share what they have written and to reflect on how they are feeling.

**Cannabis Screening and Intervention for College Students (CASICS)**

Cannabis Screening and Intervention for College Students (CASICS) is a one-on-one educational program offered to students who have received a cannabis-related citation that is a second offence. The program consists of two 60-minute sessions that allow students to explore their cannabis use in a judgment-free environment.

During the first session, a therapist collects general information about the student regarding their drug and alcohol use. The student is then provided with a URL to a “Marijuana 101” online
course that takes less than 2.5 hours to complete. The course provides information about safe usage and collects personal information from the student regarding their usage. The student is asked to complete the course and print out a personalized feedback profile that is provided at the end of the course to the second session.

Approximately a week later, the student returns for the second session. During this time, the results of the personalized feedback profile are reviewed with the student. If appropriate, potential changes of use are identified, and guidance is provided regarding reducing use and preventing future marijuana-or alcohol-related problems. At the end of the session, further therapeutic services are offered.

**Motivational Enhancement Therapy and Cognitive-Behavioral Therapy, 5 sessions (MET-CBT-5)**

MET-CBT-5 is a one-on-one educational program offered to students who have a marijuana-related violation that is a third offense. The program consists of two individual motivational enhancement sessions followed by three sessions employing cognitive behavioral techniques, each lasting approximately 60 minutes each. Each session is scheduled approximately a week apart. Students are asked to monitor and record their use of marijuana between sessions.

The first session focuses on orientation to treatment, exploration of the student’s marijuana use, and their motivation to change. The second session involves collaboratively setting goals that the student then writes down on a personal goal worksheet. The student is encouraged to read the list of goals regularly to reinforce their motivation to achieve the goals. Lastly, triggers for the student’s use are explored.

The remaining three sessions aim to assist the student in developing skills to reduce or stop their marijuana use. At the start of each session there is review of marijuana-related problems that occurred during the previous week. In the third session refusal skills are taught and practiced. In the fourth session the importance of social support is discussed. Strategies to enhance social support networks and developing pleasant marijuana-free activities are taught. During the fifth session students are taught coping skills for high-risk situations, problem-solving skills, and how to cope with relapses if they should occur. At the end of the session, the student is asked to provide feedback about their experience in the program and about their most current goals regarding marijuana usage.
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