Introduction

The Drug Free Schools and Communities Act (DFSCA) was amended in 1989 to include institutions of higher education (IHE). In order to receive funds (or any other forms of financial assistance under any Federal program), DFSCA requires and IHE to certify that they have adopted and implemented an alcohol and other drug (AOD) prevention program in order to prevent “unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.” The AOD prevention program must include, at minimum, the following:

1. Annual Distribution of a document to all students and employees that includes:
   a) Standards of conduct prohibiting unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.
   b) A description of the local, State, and Federal laws which provide sanctions against unlawful possession or distribution of illicit drugs and alcohol.
   c) A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
   d) A description of the treatment resources available to students and employees.
   e) A clear statement that the college or university will impose disciplinary sanctions on students and employees (consistent with local, State, and Federal law).
   f) A description of those sanctions, up to and including expulsion, or termination of employment and referral for prosecution. A sanction may include the requirement that the offender complete an appropriate treatment program.

2. Completion of a Biennial review by the University of its Drug and Alcohol Program that includes the following objectives:
   a) Evaluation of the effectiveness of AOD policies and programs.
   b) Verification that the disciplinary sanctions described in the document are consistently enforced.
   c) Recommendations for program and policy changes as needed.

A copy of the biennial review must remain on file and be available for inspection by the U.S. Department of Education. Portland State University (PSU) is committed to maintaining an environment that supports the health and wellbeing of its community members, while discouraging the illicit use of drugs and alcohol. The University demonstrates this commitment through the continuous development of policies, programs, and services that support healthy lifestyles. The intent of this
document is to meet the legal requirements of conducting a biennial review and summarize the various activities and programs that occurred on the PSU campus as they relate to drug and alcohol prevention during the 2016-2017 and 2017-2018 academic years.

Annual Material Distribution

Portland State University (PSU) has posted the “Guide for Alcohol and Other Drug Problems” (appendix I) on the university website, and it can be accessed through two different locations: Human Resources and the Center for Student Health & Counseling. PSU distributes the guide annually to faculty, staff, and students via a broadcast email message which includes a link to the guide.

The guide provides a clear description of the University’s standards of conduct regarding the use of alcohol and other drugs which “clearly prohibit…the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as any part of any of its activities.” The document describes disciplinary actions and legal sanctions and the University’s commitment to invoke them and also lists the health risks associated with alcohol abuse and drug use, counseling services, self-help groups, and other rehabilitation resources.

Policies

Alcohol and Drug Policy

To continue to foster an environment that meets the educational mission, PSU dedicates resources to prevention, education and intervention activities as they relate to alcohol/drug use. PSU believes the illicit abuse of alcohol and illegal drugs poses a threat to the learning environment. In June of 2015 PSU adopted the PSU Alcohol and Drug-Free University Policy, https://www.pdx.edu/ogc/sites/www.pdx.edu.ogc/files/PSU%20Alcohol%20and%20Drug%20Free%20University%20Policy%206_12_2015.pdf The policy outlines comprehensive guidelines for faculty, staff and students, replacing the Drug Free Workplace policy. The PSU Alcohol and Drug-Free University Policy is outlined in both the Student Code of Conduct and through Human Resources optional new employee briefing.

On September 10, 2016 PSU adopted Alcohol at University Events Policy, which can be found at https://www.pdx.edu/ogc/sites/www.pdx.edu.ogc/files/Serving%20of%20Alcohol%20at%20University%20Events%20Final.pdf, regarding alcohol use on campus and during off campus related events. Event coordinators wanting to serve alcohol at their event must review the “Request for approval to Serve Alcoholic Beverages”, which can be found at https://orgsync.com/63311/forms/68674, guidelines and submit a formal request 15 days prior to the event.

Organizations

Center for Student Health and Counseling (SHAC)

From July 2014 to June 2016, a total of 55 clients visits came to counseling services with alcohol or drugs as their primary issue. From July 2016 to June 2018 210 clients came to counseling services with alcohol or drugs as their primary issue. One possibility for the large increase is that we migrated our EHR during this time and we might have lost some data. Once a student has been engaged in the Center for Student Health and Counseling they were evaluated and, if deemed appropriate, referred to outside agencies for care or referred in-house for counseling.

An annual training on alcohol and drug issues is provided for psychiatric residents, psychology interns, and social work practicum students within our Counseling Center.
Athletics
The Drug Testing Policy is printed in the student-athlete handbook and distributed to each student-athlete electronically. The policy is also viewed and signed by student-athletes before they are cleared for participation in athletic activities. Student-athletes are required to meet with the compliance office each year to review the policy.

Drug and Alcohol education for all athletes happens through the department’s Student-Athlete Support Services office as well as from their team’s coach. While there is an overarching policy in Athletics, each team has their own specific policies in regards to alcohol/drug use which their coach explains to them. Incoming freshman complete the “Viking Experience” class, with a portion of the class dedicated to alcohol/drug use. For that segment of the class cross campus partners come in to explain PSU’s student code of conduct and the athletic compliance office attends to explain the NCAA rules around drugs and alcohol. Each team is also required to complete a drug education training with the Director of Counseling Services at the Center for Student Health and Counseling annually.

Greek Life
Fraternities and Sororities are considered affiliated groups, a chapter of a larger regional or national organization, and therefore PSU is not responsible for providing any trainings or education. Greek organizations are expected to follow the national bylaws and requirements when it comes to programming. Alcohol/Drug education is to be happening via the chapter advisor at the national level and occurring during programming for chapter meetings. However, SHAC’s Health Promotion Department is in the process of initiating a partnership with the Greek organizations to provide training and information on alcohol and drugs.

Student Activities and Leadership Programs (SALP)
Student groups in SALP are required to submit a form (Appendix IV) if they would like to serve alcohol at their on-campus event. The form needs to be reviewed and approved by the following departments: Campus Public Safety, Chartwells, Conferences and Events, SALP designee, Dean of Student Life, Risk Management, and the VP of Finance and Administration. The student group requesting alcohol will need to explain the purpose of having alcohol at their event as well as attend a security meeting with Conferences and Events, Campus Public Safety, and Chartwells to determine how the event will be managed and handle potential risks. The group’s Advisor also follows a risk management matrix (updated document attached) when determining if the request should be approved. Student groups that are PSU funded are not allowed to use any monies towards alcohol, and any off-campus venue chosen has to be open to all PSU students (no 21 and over establishments). When groups travel, they are given a pre-travel packet that includes information on alcohol use. It is the expectation of the University that students will conduct themselves appropriately if they are over 21 and use alcohol while on a student trip. Alcohol may not be consumed during the business agenda of the trip and may only be consumed legally in moderation at a licensed establishment. The SALP Advisor or Coordinator may further restrict alcohol consumption at their discretion.

Due to the multiple steps involved in order for a student group to offer alcohol at their event, the SALP advisory board is the process of proposing that all student groups can no longer serve alcohol at their events beginning in the 2018-19 academic year.

Campus Public Safety Office
The Campus Public Safety Office (CPSO) supports a safe campus environment through campus patrols and providing emergency response. CPSO is also responsible for the development of the Cleary Report, a public report of the various crimes reported on campus. This report includes information on alcohol and other drug related crimes and violations. The following is a breakdown of the alcohol and drug crime statistics from the 2014 Cleary Report:

2014 Liquor Law Arrests (CPSO arrested the individual and worked with Portland Police. Individual entered Portland’s judicial system): 1
2014 Drug Law Arrests (CPSO arrested the individual and worked with Portland Police. Individual entered Portland’s judicial system): 55
2015 Liquor Law Arrests (CPSO arrested the individual and worked with Portland Police. Individual entered Portland’s judicial system): 9
Sanctions

The Office of the Dean of Student Life in the division of Enrollment Management and Student Affairs, oversees the Student Code of Conduct, which is a formalized process for dealing with various situations in which students demonstrate behaviors outlined within the code that fall under misconduct. The mission of the PSU “...Conduct & Community Standards Program is to promote a culture of integrity and respect, as articulated in the Student Code of Conduct.” In keeping with its mission, the office follows the following criteria when considering the type of sanction to impose for Alcohol and Drug violations.

Sanctioning Criteria to Consider

1. Preservation or Protection of Community - Do we need to take action to preserve or protect our community?
2. Educational - Is there an opportunity to educate the student on the matter and keep them in our community?
3. Deterrent - Will this sanction deter this and other students from engaging in similar behavior?
4. Frequency - Is this the first time in the conduct process? Were lessons learned during that matter?
5. Severity - What were the actual or potential impact of the actions?
6. Accountability - Did the student take accountability in the matter? If so, consider what they are bringing to the table and suggesting what is best for them.

From June 2012-June 2014 the following violations were processed through the Office of the Dean of Student Life:

- 2014-15 Charged Violations – Code of Conduct (number of individuals charged): 36 drug and alcohol
- 2014-15 Responsible Violations – Code of Conduct (number of individuals deemed responsible for the charged violation under the Student Code of Conduct and Residence Life): 36 drug and alcohol
- 2014-15 Charged Violations – Residence Life (number of individuals charged): 253 alcohol, 163 drug
- 2014-15 Responsible Violations – Residence Life (number of individuals deemed responsible for the charged violation under the Student Code of Conduct and Residence Life): 249 alcohol, 114 drug
- 2015-16 Charged Violations – Code of Conduct (number of individuals charged): 13 drug and alcohol
- 2015-16 Responsible Violations – Code of Conduct (number of individuals deemed responsible for the charged violation under the Student Code of Conduct and Residence Life): 11 drug and alcohol
- 2015-16 Charged Violations – Residence Life (number of individuals charged): 255 alcohol, 156 drug
- 2015-16 Responsible Violations – Residence Life (number of individuals deemed responsible for the charged violation under the Student Code of Conduct and Residence Life): 229 alcohol, 117 drug
- 2016-17 Charged Violations – Code of Conduct (number of individuals charged): 12 drug and alcohol
2016-17 Responsible Violations – Code of Conduct (number of individuals deemed responsible for the charged violation under the Student Code of Conduct and Residence Life): 11 drug and alcohol
2016-17 Charged Violations – Residence Life (number of individuals charged): 281 alcohol, 251 drug
2016-17 Responsible Violations – Residence Life (number of individuals deemed responsible for the charged violation under the Student Code of Conduct and Residence Life): 235 alcohol, 165 drug
2017-18 Charged Violations – Code of Conduct (number of individuals charged): 14 drug and alcohol
2017-18 Responsible Violations – Code of Conduct (number of individuals deemed responsible for the charged violation under the Student Code of Conduct and Residence Life): 11 drug and alcohol
2017-18 Charged Violations – Residence Life (number of individuals charged): 259 alcohol, 178 drug
2017-18 Responsible Violations – Residence Life (number of individuals deemed responsible for the charged violation under the Student Code of Conduct and Residence Life): 191 alcohol, 105 drug

Sanctions must be completed within three weeks of being assigned. If the sanction is not completed in the allotted time frame, then a hold will be placed on the student’s account, which could then lead to suspension if still left uncompleted. Once the level of severity has been determined (using the criteria stated above) one or more of the following sanctions could be assigned.

**Under the Influence**

Under the Influence (through 3rd Millennium Classrooms), found at [http://web.3rdmilclassrooms.com/courses/college/under-the-influence](http://web.3rdmilclassrooms.com/courses/college/under-the-influence), is a 3 hour online alcohol education course, which asks students to examine their decisions relating to alcohol use and how it affects their health, safety, and student status. Students can save their progress to return to their place in the course if necessary. Students then receive an email within 30 days to complete a 15 minute follow-up to this course which is required to be completed even if it occurs after the deadline for the sanction.

**Marijuana 101**

Marijuana 101, found at [http://web.3rdmilclassrooms.com/courses/college/marijuana-101](http://web.3rdmilclassrooms.com/courses/college/marijuana-101), is a 4 hour online drug education course, which asks students to examine their substance use and how it affects their health, safety, and student status. Students can save their progress to return to their place in the course if necessary. Students then receive an email within 30 days to complete a 15 minute follow-up to this course which is required to be completed even if it occurs after the deadline for the sanction.

**Court Attendance**

Students are required to attend and observe at least one full hour of court proceedings in Multnomah County involving an alcohol and/or drug case by the due date assigned. Students need to check the updated schedule of cases in advance, case information for the following business day will be posted by 5pm. Students must write a reflection paper about that outlines the following:

1. Specifics of the case(s) they observed, a brief summary of the matter(s) being addressed.
2. The impact of how a possible drug violation (no matter how small) would impact them academically/professionally.
3. A program or learning opportunity they would suggest to others about the matter.
4. Description of how they will use this experience moving forward.

The paper must be use APA or MLA formatting and be at least 1,000 words in length (typed in Times New Roman 12 pt font with 1" margins, double-spaced and utilizing appropriate language, grammar, and spelling) and must be submitted electronically to conduct@pdx.edu by the due date assigned. Students must cite no fewer than three published sources. If utilizing journal articles or information from the internet, they
must submit copies of the articles with their paper. All sources must be appropriately cited. Students must also attach a digital picture of themself in front of the courtroom door prior to entering the specific courtroom and attach it to their paper, The paper may not serve to justify their own actions or evaluate the actions of others.

**Housing Contract Probation**

If their behavior was inconsistent with the Standards of Residence, Students can be placed on probation through a date determined by the Student Code of Conduct officer. The probation documentation serves as formal notice that if they are found in violation of additional policies they may have their contract terminated. A resident whose housing contract is terminated will still be responsible for the costs, charges, and expectations identified in the contract Terms and Conditions and the Housing Handbook.

**Alcohol Assessment**

Students, if living on campus and experiencing their third offense, will have their housing contract terminated and assigned to complete an alcohol assessment from a clinical provider in the Portland Metro area. The goal of having the student connect with a provider in the community is to assist the student in getting their issues with substance use addressed so they can continue to take classes at PSU and be a successful student.

**Campus Beautification**

Students assigned to this sanction are required to complete one hour of campus beautification with the PSU facilities office. Students must contact the Student Code of Conduct office by emailing conduct@pdx.edu at least three business days in advance to confirm. This service will be performed by working with facilities at designated times of the week – Mondays and Tuesdays from 12:30-1:30pm or Fridays from 7:00-8:00am. Students will meet with the Building Maintenance/Landscape Supervisor or the lead worker at the work trailer in the landscape yard, located on the west side of the Peter Stott Center, south of the field. Following the completion of their community service, students are required to write a reflection paper addressing the following:

- The relationship between campus beautification and their actions regarding the incident.
- What they learned from their community service.

The paper must use APA or MLA formatting and be at least 500 words in length (typed in Times New Roman 12 pt font with 1” margins, double-spaced and utilizing appropriate language, grammar, and spelling) and must be submitted electronically to conduct@pdx.edu by the due date assigned.

**Parent Notification**

As outlined in FERPA, the university has the right to contact parents of students who are under 21 when there is an extreme first offence or multiple offences relating to alcohol or drug issues. By informing parents, the hope is that the University will get additional support for the student in addressing issues around substance use and providing a healthy and safe experience for the student.

**Evaluation**

Currently there is no assessment for gauging the effectiveness of sanctions imposed. The Student Code of Conduct office is in the process of developing protocol for following up with students who have been in contact with their office and expect to implement the assessment during the 2014-2015 academic year. Elements of the assessment will include the following:

1. Conduct Hearing – Was the student treated fairly and respectfully?
2. Post Hearing – Was the outcome on par with behavior considering all prior cases and current circumstances?

3. Learning outcomes – Did the student, upon completion of the assigned sanction(s):
   a. Gain a better understanding of how behavior can impact others.
   b. Gain a better understanding of responsibility to the community.
   c. Gain a better understanding of administrator concern around particular behavior.
   d. Be less likely to engage in the same behavior.
   e. Be less likely to engage in other behaviors that may violate code.
   f. Believe the process offered an opportunity for reflection.
   g. Believe the process created a positive outcome for/on campus.

Recommendations

After careful review, the following recommendations are offered for revising PSU’s AOD prevention programs and/or policies.

1. Analyze the data provided via CPSO and Student Code of Conduct in order to identify trends and problematic locations on campus.
2. No longer allow alcohol to be served during student group related events. Update university policies and procedures to reflect this change.
3. Conduct an environmental scan of the area surrounding PSU – include retail establishments; develop partnerships with local business owners.
4. Increase education and prevention programming (such as bystander training) for incoming students.
5. Provide in-depth education on alcohol/drug use for all RAs.
6. Provide assistance with educational programming in residence life.
7. Develop a Collegiate Recovery Community to support students who are active in their recovery process and maintaining their sobriety.
8. Increase alcohol and drug education programming for student athletes. Numbers of trainings and numbers of athletes attending may be low enough to jeopardize compliance with NCAA requirements. Programming should be consistent across all teams regardless of discipline.
9. Develop stronger partnership between Athletics and the Dean of Student Life Office so the athletic system mirrors what is occurring within the larger student body.

Appendix

Appendix I
PSU ALCOHOL AND DRUG-FREE UNIVERSITY POLICY

I. Policy Statement PSU’s Alcohol and Drug Free University Policy exists to promote a safe, healthy, and efficient campus environment. Alcohol and drug abuse pose a threat to health and safety, and to the security of equipment and resources. Accordingly, this policy prohibits the unlawful manufacture, use, dispensing, possession, or distribution of controlled substances as defined in the Controlled Substances Act (21 U.S.C. 802) and prohibits abuse and the unlawful use of alcohol. Understanding that addiction is a disease, the University supports programs for the prevention of alcohol and substance
abuse, as well as treatment programs for those with a record of past abuse or who are in treatment; however, current abuse evidenced on campus is not tolerated.

II. Reason for Policy/Purpose
The purpose of this policy is to promote compliance with state and federal laws relating to the use of alcohol and drugs. Further, PSU strives to provide a safe and secure environment for its students, faculty, and staff, as well as for all visitors to campus and for all who participate in University events and activities. This policy is in compliance with the provisions of the DrugFree Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

III. Applicability
This policy applies to all students, faculty, staff, and visitors to campus.

IV. Definitions
1. Alcohol. Any beverage classified as an “Alcoholic Beverage” by Oregon law, Oregon Revised Statutes Chapter 471.
2. Impaired. To be under the influence of a drug or alcohol such that academic or job performance is, or could reasonably be, adversely impacted. Responsible Officer: Associate Vice President, Human Resources and Dean of Student Life

Responsible Office: Offices of Human Resources and Dean of Student Life
2—PSU Alcohol and Drug-Free University Policy

3. Controlled substance. A list of controlled substances can be found in Schedules I through V or Section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined in Regulation 21 CFR 1308.11-1308.15. In the event of a conflict between federal law and state law, federal law controls.

4. Conviction. A finding of guilt, including a plea of nolo contendere (no contest), or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.

5. Illegal Drug. Any drug: (a) which is not legally obtainable under federal or state law; (b) which may be legally obtainable but has not been legally obtained; or (c) which is being used in a manner or for a purpose other than as prescribed.

6. Legal Drug. Includes prescribed drugs and over-the-counter drugs that are capable of impairing one’s mental or physical ability to safely, efficiently, and accurately perform their duties, but which have been legally obtained and which are being used solely for the purpose for which they were prescribed or manufactured, and which are being used according to the prescribing healthcare practitioner’s directions.

7. University premises: All institutionally owned, rented, leased, or controlled property. This term also includes University vehicles whether operated on or off campus and whether owned or leased.

V. Policy
1. Students, faculty, and staff who are under the legal age are prohibited from drinking alcohol on campus or during University-sponsored events or activities.

2. Students or others who live on University premises must comply with the University Housing Handbook rules on alcohol.

3. Unlawful possession, dispensation, distribution, manufacture or use of alcohol, any controlled substance or illegal drug, at any time on University property, in a PSU owned or operated vehicle or while conducting or engaging in University business or activities is strictly prohibited. As a federally-controlled substance, the possession, dispensation, distribution, manufacture, or use of marijuana in any form is prohibited on campus, during University events and activities, or while conducting University business.

4. Faculty, staff, and students are required to report to work, class, and other activities in an appropriate mental and physical condition to wo 3 – PSU Alcohol and Drug-Free University Policy applies while students, faculty, and staff are conducting PSU activities and business, wherever located, and to all persons present on University premises (even if off-duty).

5. Any faculty, staff, or student who observes or has knowledge of another member of the PSU community in violation of this policy, and in a condition which poses a hazard to the safety or welfare of others, is encouraged to report the information to their immediate supervisor, the employee’s supervisor, Human Resources, the Provost’s Office, the Dean of Student Life, or to the Campus Public Safety Office.

6. Persons violating this policy may be subject to disciplinary action in accordance with applicable PSU policies and collective bargaining agreements, up to and including expulsion and/or termination of employment, and potentially, referral for prosecution. The University may require participation in an approved drug or alcohol abuse assistance or rehabilitation program, as appropriate.

7. If a faculty or staff member is involved with work supported by a federal agency, the University will notify the federal agency within 10 days after receiving notification that an employee has been convicted of violating a criminal statute in the workplace. The University will take appropriate personnel action against such an employee and/or require the employee to participate satisfactorily in an alcohol or other drug rehabilitation program.
8. Any student convicted of violating a criminal drug statute on PSU owned property or during any University-sanctioned function must notify the Director of Financial Aid, if that student is receiving any form of federal financial aid (e.g., Pell grants). The Director of Financial Aid will then notify the Secretary of the United States Department of Education. Conviction on any drug-related charge is grounds for forfeiture of federal financial aid.

9. The University is committed to the provision of substance abuse education and prevention activities. In compliance with the Drug Free Schools Act Amendment of 1989, the University annually publishes and distributes to students, faculty, and staff "An Information Guide to Alcohol and Other Drug Problems."

10. Faculty and staff are required to notify PSU’s management of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after the conviction.

VI. Links To Related Policies, Procedures or Information


VII. Contacts

If you have any questions on the policy or procedure for PSU Alcohol and Drug-Free policy, you may:
1. Call the Office of Human Resources at 503-725-4926, or the Office of the Dean of Student Life at 503-725-4422.
2. Send an e-mail to askhrc@pdx.edu or AskDos@pdx.edu.

Appendix II

2017-18 Student Athlete Handbook Drug Policy

PSU has a drug-free workplace policy. The student conduct code also prohibits the illegal use of any drug on any University-affiliated property, including student housing. The University supports programs for the prevention of drug and alcohol abuse by university employees and students, as well as assistance programs for those with problems related to controlled substance abuse. Report for testing, evaluation or treatment as outlined below or the NCAA program. Attend regularly scheduled Alcohol and other Drug educational seminars as arranged by the Department of Athletics. The PSU Alcohol and Other Drug Policy is undergoing revision, and changes may be made during the 2017-18 year. The SA should check the Sports Medicine Website for the most up-to-date policy information.

Appendix III

The Alcohol Request Form can be found at https://pdx.campuslabs.com/engage/submitter/form/step/1?Guid=f88cf35e-e089-4a24-8ef7-4813ae367b99