



AUBURN

MONTGOMERY

Biennial Report of Alcohol
and Other Drug Programs
for 2014- 2016

Prepared by AUM's Committee on Alcohol and Drug Prevention
2017

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Introduction

This report is published biennially in compliance with the Drug-Free Schools and Campuses Act of 1989.

Part 86, the Drug-Free Schools and Campuses Regulations, requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, an Institution of Higher Education (IHE) must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

In order to certify its compliance with the regulations, an IHE must adopt and implement a drug prevention program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees both on school premises and as part of any of its activities.

Creating a program that complies with the regulations requires an IHE to do the following:

1. Prepare a written policy on alcohol and other drugs.
2. Develop a sound method for distribution of the policy to every student and IHE staff member each year.
3. Prepare a biennial review report on the effectiveness of its alcohol and other drug (AOD) programs and the consistency of policy enforcement.
4. Maintain its biennial review report on file, so that, if requested to do so by the U.S. Department of Education, the campus can submit it.
5. Ensure that the University has consistently enforced disciplinary sanctions related to drug and alcohol conduct violations
6. Evaluate strengths and weaknesses of the University's drug and alcohol abuse prevention programs and outline strategies for program improvement.

Review Committee Members

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Purpose

Auburn University at Montgomery (AUM) is committed to the safety, health and well-being of all campus community members. As a residential campus with students under the age of 21, we have an obligation to ensure that our campus is free of illegal drugs and alcohol, as abuse of those substances presents a direct threat to our mission. AUM has established a drug-free workplace program that incorporates respect for individuals and their choices, as well as the priority to maintain an alcohol and drug-free campus.

Policies

As AUM services and employs different types of individuals, there is one central policy from which specific departments can derive policies to meet the needs of their stakeholders. Departments with additional drug and alcohol policies include: Housing and Residence Life, Athletics, and Student Affairs. Links to these policies are listed below.

[Appendix A](#) - University Policy

[Appendix B](#) - Housing and Residence Life Policy

[Appendix C](#) - Student Affairs – Social Regulations and University Alcohol Policy

[Appendix D](#) - Athletics Policy

Procedures for Students and Employees

1. The Policy is provided at the time of hiring paperwork, and an electronic version sent via email. The signed acknowledgement is returned concurrently with other hiring paperwork to the Office of Human Resources upon completion and will be retained in the employee's personnel file.
2. To emphasize the importance of this policy, every employee is notified of this policy annually, through campus wide emails. All students are notified each semester. Additionally, tailored communications are sent via email before each Spring Break to help ensure students are provided the risks and dangers of alcohol and drug use, as well as strategies to have a safe and enjoyable break.
3. Any employee, including part time employees, student employees and work-study students receiving a criminal drug statute conviction for a violation occurring on campus shall notify the Office of Human Resources no later than five (5) days after such conviction. If the employee reporting such a conviction is employed under a contract or grant, an authorized Auburn University at Montgomery representative will notify the appropriate granting or contracting agencies within ten (10) days after receiving such notice of a criminal drug statute conviction.
4. Upon receiving notice of the conviction, the appropriate campus administrator may impose sanctions or remedial measures on the employee or student worker.
5. Violations of local ordinances or of state or federal laws regarding controlled and/or

dangerous substances, including alcohol, by members of the University community may result in University disciplinary actions, regardless of where such violations occur.

6. Any full time employee who has self-disclosed a problem with alcohol or other drugs may be referred to the University's Employee Assistance Program as appropriate. Such disclosure will not excuse any inappropriate behavior in the workplace relating to drug or alcohol use or abuse. Student employees may be referred to the Counseling and Health Promotion Services.
7. An employee who suspects that another employee may be impaired and not able to perform his or her job duties and responsibilities is encouraged to immediately inform his or her supervisor or the Office of Human Resources.
8. Signs that may indicate an employee is under the influence should be based in specific, contemporaneous, articulable observation concerning the appearance, performance, behavior, speech, or body odors of the employee.
9. Supervisors should not automatically assume that certain behaviors are the result of drugs or alcohol. They should immediately report unusual behavior or circumstances to the Office of Human Resources.
10. Supervisors are responsible for administering this policy in a fair and consistent manner, according to the regulations and procedures identified herein.

Enforcement

The University reserves the right to offer employees or students convicted of violating a criminal drug statute in the workplace participation in an approved rehabilitation or drug abuse assistance program as an alternative to, or concurrent with, disciplinary action.

Campus police will make arrangements to pick up students under the influence within the Montgomery community. Additionally, student have access to Warhawk Transit, a free shuttle service that has designated routes throughout the Montgomery area.

Upon notification that an employee or student has been convicted of violating a criminal drug statute on campus, the following sanctions or remedial measures will be imposed upon that employee or student:

- Taking whatever necessary and appropriate corrective action against such an employee or student, up to and including termination of employment for employees, and, in the case of a student, whatever action the Division of Student Affairs deems appropriate;
- Requiring such employee or student to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency;
- During and after participation in the assistance program, the employee will be required to maintain an alcohol and/or drug-free status in order to remain

employed. The Division of Student Affairs will monitor students' participation and take whatever actions may be necessary.

On-going compliance with this policy statement is required by all campus members. Failure to comply with this law may result in suspension of all federal grant funding and suspension or debarment from future funding for Auburn University at Montgomery.

Student Code of Conduct

Students should be specifically aware of the following:

- The legal age to drink and purchase alcohol is 21 years of age.
- Furnishing alcohol to someone under 21 years of age is a violation of AUM policy and Alabama state law.
- Students who are 21 years of age or older may have alcohol in their individual rooms. Alcohol is not permitted in public areas of residence halls.
- Intoxication as exhibited by behavior is prohibited and will subject the student to disciplinary action. Inappropriate behavior relating to alcohol use will be regarded as a serious violation of the Student Code. The involvement of alcohol and/or other drugs is not considered a legitimate excuse for violation of any University policy.
- Parents or legal guardians of students under 21 years of age will be notified if their student is found to be in violation of the University's alcohol policy.

Students in Residence Halls should be specifically aware of the following:

Community Standards apply to all residents. Staff members follow Housing and Residence Life procedures dealing with appropriate violations of policies and Community Standards. All violations will be investigated thoroughly and the appropriate sanctions and points will be determined accordingly.

Ignorance of a standard or policy does not excuse the violation. When a violation of any standard or policy is recorded on an incident report, Housing and Residence Life will meet with the resident and assign sanctions (disciplinary measures.) Sanctions imposed may include, but are not limited to, points, fines, community service, required viewing of education videos, loss of privileges and eviction. Failure to respond to a request made by a staff member may result in fines and additional disciplinary action.

Peer Review Board

The Peer Review Board (PRB) is comprised of up to 6 students who represent the residential communities, as well as the Residential Education Coordinator. It hears cases referred to them by the Residential Education Coordinator involving alleged violations of Housing and

Residence Life policies and/or the Community Standards. PRB members are selected during the previous academic year. They undergo training during the semester and serve for one full year.

Points

Depending on the nature and severity of an incident, a certain number of points will be assigned to a resident found guilty of a violation. Repeated offenses result in additional points. Once a resident has lost 6 points or more, he or she may be placed on Housing probation and given further sanctions. Once a resident has lost 12 points, the resident will be recommended for eviction and given 48 hours to vacate the premises. It is possible to receive 12 points for one violation, depending on its severity.

Students removed from Housing and Residence Life for disciplinary purposes will not be permitted to visit Housing and Residence Life facilities for one academic year.

Disciplinary Procedures and Peer Review Board Process

Sanctions

Sanctions (disciplinary measures) relate directly to the nature and severity of the violation as well as the perceived willingness of the resident to accept responsibility for his or her actions. The following sanctions may be imposed during the review and/or appeals process:

- **Points** – predetermined system that is used to tally violations
- **Formal Reprimand** – a written warning
- **Community Service** – the performance of reasonable, non-credit assignments (examples include trash pick-up, attending/presenting an educational program to fellow residents, creating bulletin boards, etc.)
- **Essay Assignments** – the required completion of reflection papers, article reviews, journal entries, or other written assignments
- **Required viewing of educational videos**
- **Probation** – the loss of a certain privilege, such as visitation, etc.
- **Fines** – monetary sanctions given to offset cost of violation and deter future violations
- **Transfer** – relocation within on-campus housing
- **Eviction** – permanent removal from housing

Peer Review Board Meetings

PRB Hearings are closed. The only persons who may attend are the resident involved, the PRB advisor, and PRB board members.

Judicial Appeal Process

If a resident does not agree with a judicial decision he/she receives, the resident may appeal the judicial decision to the Director of Housing and Residence Life. Final decisions on all appeals will be made by the Vice Chancellor for Student Affairs.

Note: Behavior or actions not listed under the Community Standards or policies may be deemed inappropriate or destructive by staff members and could bring about disciplinary action. Also, if a resident is in a room/apartment when a violation occurs, he or she may face disciplinary action.

Community Standards and policies are meant to preserve rights and services for present and future residents. Residence Life staff members may not ignore or fail to deal with violations (policy or law) which they encounter.

Student-athletes should be specifically aware of the following:

Any student-athlete involved in an alcohol or drug related incident will be subject to immediate investigation. Drug and alcohol related incidents would include but are not limited to: driving under the influence (DUI), public intoxication, under age consumption of alcohol, fights, disturbances, domestic violence, trafficking in controlled substances, or other activities prohibited by local, state, or federal law.

For criminal offense involving drugs and alcohol:

- It is the responsibility of the student-athlete involved in the incident to report the matter immediately to his/her head Coach and Head Athletics Trainer who will immediately make a report to the Director of Athletics. Failure of the student-athlete to report the incident is itself a violation and subject to sanctions. The Director of Athletics is required to report to the Faculty Athletics Representative.
- The Investigating Committee for all criminal offense involving drugs and alcohol shall consist of the Director of Athletics (or designee), the student-athlete's Head Coach, the chair of the Intercollegiate Athletics Committee (IAC) and/or the Faculty Athletics Representative (FAR). The Director of Compliance will serve as an ex officio member of the committee. The Investigating Committee will be chaired by the chair of the IAC or of the FAR. The Director of Athletics will inform the student-athlete of the findings and recommendations of the Investigating Committee.
- Any student-athlete charged with a DUI will receive an immediate temporary suspension from all competitions pending a preliminary investigation. The charge will be investigated within a reasonable time by the Investigating Committee. If the charge appears to have merit, the penalties may range from playing time suspension to loss of scholarship and will be considered a positive drug test. If the charge does not appear to have merit, the temporary suspension will be lifted.
- All criminal offenses involving drugs and alcohol will be immediately evaluated by the Investigating Committee and penalties recommended as appropriate for the incident. The AUM investigation and possible penalties are separate and apart from any criminal prosecution resulting from the incident. In most cases, the AUM investigation and penalties would occur well in advance of the legal disposition of the matter.

Crime Statistics

The information below is from the University's 2016 Clery Report.

	On-Campus				Non-Campus				Public Property				Resident Halls			
	2015	2014	2013	2012	2015	2014	2013	2012	2015	2014	2013	2012	2015	2014	2013	2012
Arrest for Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Discipline for Alcohol	7	7	9	3	0	0	0	0	0	0	0	0	7	7	9	3
Arrest for Drugs	2	5	0	3	0	0	0	0	0	0	0	0	2	3	0	3
Discipline for Drugs	8	11	4	6	0	0	0	0	0	0	0	0	8	11	3	6

***Information recorded for 2016 will be available October 1, 2017.

Sanctions for Violations

The University will impose sanctions (consistent with local, state, and federal law) upon all students who violate these standards of conduct. This will be outside of any legal sanctions. The penalties for misconduct range from Probation to Dismissal.

The goals for these sanctions are to educate the student and help them to assess their own behaviors. It is important that our conduct process not only engage the student in conversation about their behavior but also provide the necessary supports for behavioral change. To that end, university sanctions may include, but are not limited to the following:

- **Warning:** The student or student organization is given written notice that their conduct is in violation of university policies, rules or regulations. Future violations of the code may result in the imposition of additional sanctions.
- **Community service:** The student or student organization is required to complete a designated number of hours in the service of the university.
- **Restitution:** The student or student organization is required to replace (replacement cost) or restore damaged, stolen, or misappropriated property.
- **Educational sanction:** Defined as online or in class programs, projects, or assignments designed to educate a student about the effect of his/her behavior including but not limited to an alcohol/drug education program, reflection paper, community or campus service, or letter of apology.

- **Probation in the Office of Student Affairs:** The student or student organization is placed on supervisory status for a specified period of time.
- **Probation with the Loss of Some Privileges:** The student or student organization is placed on supervisory status for a specified period of time, along with the loss of one or more privileges such as participation in or sponsorship of university recognized activities, holding any student office or committee chair, or use of university facilities or services.
- **Probation in University Housing:** The Student or nonstudent resident is placed on supervisory status for a specified period of time.
- **University-Wide Probation:** The student or student organization is placed on supervisory status for a specified period of time. The loss of some privileges, such as participation in or sponsorship of university recognized activities, holding any student office or committee chair, or use of university facilities or services may occur.
- **Suspension from University Housing:** The student is removed from University housing and/or may lose University Housing visitation rights for a specified period of time. If a student wishes to regain such privileges, he or she must contact the Assistant Vice Chancellor for Student Affairs and receive approval. If approval is given, the student must apply for housing and/or visitation rights in accordance with university housing procedures.
- **Suspension:** The student's or student organization's status is temporarily terminated and all privileges, including access to the university and its resources, are removed for a specific period of time. For student organizations, this sanction means loss of all university privileges.
- **Suspension with Review:** This sanction is the same as Suspension outlined above, but, in addition, the student or student organization must meet with the Assistant Vice Chancellor for Student Affairs or the AUM Committee on Discipline, or the AUM Hearing Panel for approval prior to regaining full student or student organizational status or readmission to the university. Determination of which the student meets is based on the specifics of the case.
- **Denial of a Degree:** The University may not award the student an academic degree.
- **Expulsion:** The student or student organization is removed from the university, including access to the university and its resources.

Programs & Events

Programming and Campus events are large parts of campus efforts to not only educate students but also provide them with alternative activities to drinking and drug abuse, especially during weekends and at night.

Student Affairs

Event	Description	2014-2015 Participation	2015-2016 Participation
Pub Crawl and Happy Hour	Provide students with an opportunity to experience what it is to walk while "impaired" using goggles that simulate levels of inebriation.	130 students	101 students
SafeBreak	Information event to help students make healthy and safe choices during Spring Break.	100 students	67 students
Hazing Prevention Week	This series of programs is offered to all students and includes education on hazing policies, as well as alcohol and drug policies.	200 students	350 students
Hazing Prevention Training	This training is focused on Greek organizations and helps them understand the policies regarding hazing prevention, including alcohol use.	67 students	115 students
"I Have a Choice" Week	Presented by Delta Zeta, the sorority hosted a series of trainings and events to help equip students with information regarding healthy and safe choices involving alcohol and drugs.	N/A	120 students
New Student Orientation	Students attending orientation participate in sessions that cover campus life and policies, including drug and alcohol use on campus, and in residence areas.	1089 students	1100 students
Distracted Driving	This program included a driving simulator to demonstrate for drivers the impact alcohol has on driving abilities.	N/A	62 students and 21 faculty/staff

Title IX Training through UNIV 1000	All incoming students take the required UNIV 1000 where policies and expectations regarding Title IX and impairment due to alcohol or drug use are discussed.	970 students	970 students
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Assessments:

Alcohol eCHECK UP TO GO Provides students with accurate and personalized feedback about individualized drinking patterns, risk patterns, the student's aspirations and goals, and helpful resources at AUM and in the community. For the 2015-2016 year, this resource was used in sanctioning students who violated university alcohol policies. Data from participants is listed below:

Gender Information:

- Males = 11 (41%)
- Females = 16 (59%)



College Information:

- AUM Students: 27 (100%)



Class Level Information:

- Freshman: 13 (48%)
- Sophomore: 9 (33%)
- Junior: 3 (11%)
- Senior: 2 (7%)



Greek Information:

- Non-Greek: 27 (100%)



Athlete Information:

- Athlete: 5 (19%)
- Non-Athlete: 22 (81%)



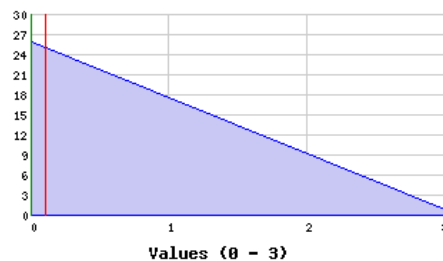
Residence Information:

- On-Campus: 27 (100%)



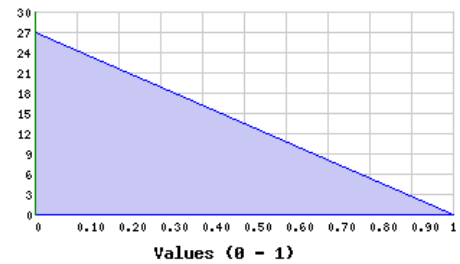
Number of days they drive a vehicle after having three+ drinks?

Range		
N = 27	Min = 0	Max = 3
Central Tendency		
Average = 0.11	Std. Deviation = 0.58	
Median = 0	Mode (freq.) = 0 (26)	



Number of days they were a passenger in a vehicle when the driver had three+ drinks?

Range		
N = 27	Min = 0	Max = 0
Central Tendency		
Average = 0.00	Std. Deviation = 0.00	
Median = 0	Mode (freq.) = 0 (27)	



Athletics

The AUM Athletic Department Drug and Alcohol Education/Testing Program has been developed to assist our student-athletes in bringing about a drug-free lifestyle.

The specific objectives of this program include:

1. to prevent any drug and/or alcohol abuse (or misuse) by AUM student-athletes and to educate them concerning the associate problems of drug and/or alcohol abuse;
2. to identify an AUM student-athlete that may be abusing drugs and/or alcohol and identify the drug;
3. to establish any necessary treatment, counseling, and education for any AUM student-athlete identified as a drug and/or alcohol abuser; and
4. to safeguard the health and safety of the student-athlete.

Additionally, the following educational opportunities are required or offered:

1. Student-athletes are required to attend one drug and alcohol education program per year and are encouraged to attend additional meetings.
2. An annual presentation is made to the athletic team explaining the purposes and procedures of the drug and alcohol screening program.
3. Student-athletes annually sign an AUM consent form wherein the student-athlete agrees to be randomly tested for the use of drugs prohibited by the NCAA banned drug list. Consent is required prior to the student's participation in intercollegiate competition.

Event	Description	2014-2015 Participation	2015-2016 Participation
Annual Training on Drug and Alcohol Screening Program	This orientation addresses departmental policy, procedure, and expectation for students, coaches, and staff. Specifically addressing areas within: Academics, Campus Resources, Sports Medicine, Student-Athlete Welfare & Safety, Compliance, and Athletics.	168 students	164 students

Housing and Residence Life - Resident Assistant (RA) Training

Event	Description	2014-2015 Participation	2015-2016 Participation
Root Beer Goggles (September 2014)	Purpose - to teach alcohol awareness, especially at the beginning of the year.	7 students	N/A
One Last Drink (March 2015)	Purpose - to bring awareness of the dangers of drinking, and what a great responsibility it is.	N/A	11 students
The Beer Google Olympics (October 2015)	In this RA program, residents were given "beer goggles" to create the illusion of intoxication and asked to participate in various activities. The program served to emphasize the effects of intoxication and educate residents about alcohol safety and responsibility	N/A	17 students
Resident Assistant Training (July/August 2016)	Purpose - to prepare Resident Assistants to enforce Housing and Residence Life policies. There is specific training offered on drug and alcohol use in residence halls.	20 students	22 students
Don't Fill Up - MarioKart (September 2016)	Purpose - to help students learn about the dangers of drunk driving while trying to win a race being visually impaired.	N/A	17 students

Program Assessment

Beyond the improvements that have been implemented, the committee recognizes a need for more robust and better coordinated strategies to gather, analyze, and use the collected data. To that end, future strategies may include:

1. Campus survey to determine levels of student and employee awareness about AUM's alcohol and other drug abuse and prevention programs; to be included in 2017 survey
2. Review of trend data related to student participation in alcohol and other drug educational programming
3. Continued efforts to significantly increase participation in the Alcohol eCHECKUP TO GO assessment by student athletes, Greeks, freshmen, and on-campus residents; beginning in 2017, participation in the assessment will be

- mandatory for student-athletes, new student orientation leaders, and resident assistants.
4. The Marijuana eCHECKUP TO GO will be implemented as needed in accordance with policies regarding drug use; beginning in 2017, participation in the assessment will be mandatory for student-athletes, new student orientation leaders, and resident assistants.
 5. The Vice Chancellor for Student Affairs or designee will provide to each student found in violation of alcohol and/or drug violations information about on-campus and community AOD treatment resources, as well as links to on-line resources (e.g. Alcoholic Anonymous, Narcotics Anonymous)
 6. Leveraging national events, such as the National Collegiate Alcohol Awareness Week, held annually in October. Free programs will focused on alcohol and substance abuse issues, including impact of those substances on the body, and discussions of social trends and perceptions of drug and alcohol use among college students.
 7. Increased coordination, support and promotion of student organization led events.
 8. Create a standard communication approach regarding state marijuana use laws to students and employees.
 9. Campus Police will co-facilitate training, with various departments on campus, training on drug and alcohol education

Appendix A

University Policy

Auburn University at Montgomery, as the metropolitan campus of Auburn University, recognizes that its employees are the key to achieving the University's Land Grant Mission of Instruction, Research and Outreach. The University seeks to provide a safe work environment within which to achieve that mission and to maximize the skills and talents of our employees. The University also seeks to fully comply with state and federal requirements concerning substance abuse. This policy statement is offered to clarify the University's position on employee drug and alcohol use. This policy and its procedures should not be construed as contractual in any nature.

* Additional information can be found in our [Drug Free Workplace Brochure](#) provided to all students and employees.

POLICY OBJECTIVES:

1. To create and maintain a safe, drug-free working environment for all employees.
2. To encourage any employee with a dependence on, or addiction to, alcohol or other drugs to seek help in overcoming the problem.
3. To reduce problems of absenteeism, tardiness, carelessness and/or other unsatisfactory matters related to job performance.
4. To reduce the likelihood of incidents of accidental personal injury and/or damage to students, employees, visitors, or property.
5. To meet the requirements of 49 CFR Part 382 of the U.S. Department of Transportation, Federal Motor Carrier Safety Administration.
6. To meet the requirements of 48 CFR Part 223 and 252 of the Department of Defense Federal Acquisition Regulations Supplement: Drug-Free Work Force, as amended.
7. To reduce the likelihood that University property will be used for illicit drug activities.
8. To protect the reputation of the University and its employees within the community.

This University Policy requires that all employees report to work without being under the influence of alcohol, and without illegal or mind-altering substances in their systems. Specifically, no employee shall report for work or remain on duty requiring the operation of a motor vehicle, other hazardous equipment or performing job duties in a hazardous environment when the employee is using any

controlled substance, even one legally prescribed. An employee, however, may report to work when the use has been prescribed by a physician who has advised the employee that the substance does not adversely affect the employee's ability to perform in a safe manner. No employee shall use alcohol or illegal drugs while on duty.

Employees must inform their supervisor when they are taking legally prescribed and/or over the counter medication that may affect their ability to safely carry out their job responsibilities.

The University also prohibits employees from using, possessing, manufacturing, distributing or making arrangements to distribute illegal drugs while at work or on University property.

ENFORCEMENT

In order to enforce this Policy, the University will require employees subject to 49 CFR Part 382 of the Federal Motor Carrier Safety Administration to submit to scheduled and random drug and alcohol testing. Further, the University will identify which employees covered by 48 CFR. Part 223 and 252 Department of Defense Federal Acquisition Regulations will be subject to random drug testing based on considerations that include the nature of the work being performed, the employee's duties, or the risk to the public health, safety, and national security that could result from the failure of an employee to adequately discharge his or her position. All University employees are subject to reasonable suspicion and on the job accident drug and alcohol testing as well as, in certain situations, return to work testing following treatment after a positive drug or alcohol test.

Pursuant to University Policy and regulations, job applicants for positions subject to 49 CFR Part 582 or 48 CFR Parts 223 and 252 may be required to submit for drug testing post-offer/pre-employment.

Employees are required to report all accidents involving University property or personnel or accidents that occur during University hours or at University-related activities.

Violations of this University Policy and the Drug-Free Campus and Workplace Policy will subject the employee to discipline, possibly including discharge. Refusal to cooperate with the University in any test investigation will result in discipline, up to and including discharge.

Employees who return to work following the successful completion of a Substance Abuse Professional (SAP) approved rehabilitation program will be required to submit to follow-up testing in addition to the general University testing requirements. If an employee who tested positive for drugs does not complete the required rehabilitation program, the employee will be terminated.

All information, interviews, reports, statements, memoranda, and test results, written or otherwise, received by the employer through its drug and alcohol testing program are confidential communications and may not be used or received in evidence, obtained in discovery, or disclosed in any public or private proceedings except in accordance with the provisions of the Policy Consent/Release Form as noted at the time of testing. Any questions should be directed to the Office of Human Resources (334) 244-3639.

Appendix B

Housing and Residence Life Policy

Housing and Residence Life prohibits the unauthorized use, possession or distribution of alcoholic beverages. All state and federal laws or regulations that regulate and control the sale and use of alcohol are strictly enforced.

Housing and Residence Life recognizes that college residents are adults and should be treated in such a manner. Therefore, while not condoning alcohol use, Housing and Residence life allows those of legal drinking age to responsibly consume alcoholic beverages within a resident's apartment/room, with some restrictions:

- In order for alcohol to be consumed or stored in the common areas of an apartment, all resident must be of legal drinking age. If one resident or multiple residents are not of legal drinking age, alcohol may not be stored in the common areas.
- Residents of The Commons or Warhawk Hall who have underage roommates may consume alcohol in their personal room, but may not store alcohol in the common areas of the apartment.
- Residents of The Courtyards who have underage roommates may not have or consume alcohol in their rooms.
- Residents who are of age to drink, and live in apartments wherein all other residents are of legal drinking age, are responsible for ensuring that they and/or their guests do not drink in the presence of underage guests. If a resident who is of legal age has underage guests in his or her room and drinks in their presence, this is considered a violation of Housing and Residence Life policy.

Housing and Residence Life and the university take alcohol violations very seriously. Housing and Residence Life will contact Campus Police immediately to assist with alcohol-related violations. Misrepresentation of age to obtain alcoholic beverages or the brewing and/or distilling of alcohol in any residential facility is not permitted.

Illegal, dangerous, or controlled drugs and/or drug paraphernalia are strictly prohibited by Housing and Residence Life. Housing and Residence Life staff members have authority to conduct a plain view search of rooms/suites/apartments, including an entire hall or building as deemed necessary. All residents are responsible for reporting violations. Residents located in the room/suites/apartment/vehicle of the person(s) in violation of the drug policy are also subject to discipline by Housing and Residence Life and/or the university. Residents in the violation of this policy may also face criminal prosecution. Housing and Residence Life will contact Campus Police immediately to assist with drug-

related violations.

Housing and Residence Life has a zero tolerance policy for the possession, distribution, and/or use of illegal drugs/drug paraphernalia. Failure to comply with Housing and Residence Life's drug policy may result in sanctions, including but not limited to the following:

- Removal from housing with full payment of housing contract required.
- Referral to the university judicial system for possible disciplinary action, including suspension or expulsion.
- All individuals involved will be held responsible for any illegal substance found in the room/suite/apartment/vehicle.

Appendix C

Student Affairs – Social Regulations and University Alcohol Policy

Auburn University at Montgomery encourages a positive philosophy about alcoholic beverages in which a consistent example of non-use or moderate use is presented and where alternative, non-alcoholic beverages are encouraged at social events/functions. The University fosters an environment where choosing not to drink is as socially acceptable as choosing to drink, where excessive drinking or drunkenness is not condoned, and where alcohol use is not the primary focus of social activity.

Consistent with the philosophy and in accordance, the University Alcohol Policy has been established to govern the sale, serving, and consumption of alcoholic beverages at Auburn University at Montgomery. The use of alcohol is an optional service provided principally for off-campus groups and organizations in conjunction with the institution's program of conference and convention-type activities.

Therefore, organization members and guests under 21 years of age are prohibited from the delivery, sale, serving, possession, and consumption of alcoholic beverages on University property or at University events. Organization members and guests who are 21 years of age or older are prohibited from the delivery, sale, serving, possession, and consumption of alcoholic beverages on University property or at University events, except in certain designated locations that have been specified in accordance with state law and university policy.

Organizations and individuals found to be in violation of the University Alcohol Policy will be subject to disciplinary action.

1. Preferably, any individual or organization planning to serve alcohol at a university function should arrange to have that function at a site away from campus.
2. All notifications of intent to serve alcohol at a university function must be submitted to the Vice Chancellor for Financial and Administrative Services at least two weeks prior to the time of the function.
3. One person must be designated as the official host. The host is solely responsible for the enforcement of these guidelines at the event.
4. All local, state, and federal laws governing the use of alcohol must be enforced.
5. Food and non-alcoholic beverages must be available in quantities sufficient to serve all attendees at the function.
6. If the function is a reception, a professional bartender must serve the alcoholic beverages. If the event is a sit-down meal, a waiter or waitress

(of legal age) will serve the alcoholic beverage at the table. Under no circumstance will an individual be allowed to serve him or herself.

7. All alcoholic beverages must be purchased from personal or private funds. They may not be purchased at the event, by charging at the door, or from state appropriations.
8. At the end of the event, all alcoholic beverages must be removed from campus.

The consumption of alcohol is a personal choice that is to be accompanied by responsible behavior. The serving of alcohol at university functions is a privilege, not a right. The university affirms its' responsibility to deny this privilege in an individual instance, even entirely to revoke it, when doing so is in the university's best interests.

Appendix D

Athletics Policy

The Athletics department at AUM supports the university's policies on drug and alcohol. According to NCAA regulations, athletes must sign a drug testing consent form before participating in the AUM athletic program. This form must be signed before the student-athlete can attend any university or team conditioning, practice, or competition. Any athlete under the age of 18 will require a parental (or legal guardian) consent on the form.

The AUM Athletic Department Drug and Alcohol Education/Testing Program has been developed to assist our student-athletes in bringing about a drug-free lifestyle. The specific objectives of this program include:

- To prevent any drug and/or alcohol abuse (or misuse) by AUM student-athletes and to educate them concerning the associated problems of drug and/or alcohol abuse.
- To identify any AUM student-athletes that may be abusing drugs and/or alcohol and identify the drug.
- To establish any necessary treatment, counseling, and education for any AUM student-athlete identified as a drug and/or alcohol abuser.
- To safeguard the health and safety of the student-athlete.

AUM does not condone the use, sale or possession of illegal drugs or drug paraphernalia or the abuse of alcohol/tobacco. According to NCAA regulations, athletes must sign a drug testing consent form before participation in the AUM athletic program. This form must be signed before the student-athlete can attend any university or team conditioning, practice, or competition. Any athlete under the age of 18 will require parental (or legal guardian) consent on the form. Consent forms are kept on file by the Athletic Department and will be available for examination by a representative of the NCAA.

Drug Testing

The institutional drug and alcohol education/testing program are separate and distinct from the NCAA program (including without limitation and sanction phases). Student-athlete will be defined as any individual who appears on the official NCAA squad list for their respective sport at the time of selection. Although a positive test result in the NCAA program will count as a positive under the AUM program, any positive under the AUM program will not count as a positive under the NCAA. AUM may amend its program at any time as may be deemed necessary.

Consent and Selection of Student-Athletes to be Tested

Prior to participating in any sport, each student-athlete will be given a copy of the AUM Athletics Department Drug and Alcohol Education and Testing Policy. Each student-athlete must acknowledge in writing he or she read this statement, and must agree in writing to participate in the drug and alcohol testing program. The

student-athlete must also agree to the release of information about a positive drug test to his or her parents, legal guardians, the Director of Athletics, the Head Coach of the sport, the medical staff, athletic trainers, the sport administrator, the Compliance Administrator, the Faculty Athletics Representative and the Chancellor. (Nothing in these procedures shall be construed to create a contract between a student-athlete and AUM or its representatives. However, signed consent and notification forms shall be considered affirmation of the student-athlete's agreement to the terms and conditions contained in this policy and shall be a legal contractual obligation of the student-athlete). Please note that parental consent will be needed for student-athletes under the age of 18. It should be included on the consent form.

- Student-athletes on the official team rosters for the academic year will be subject to testing for those banned substances listed hereafter.
- Random testing of student-athletes will be conducted throughout the year by Drug Free Sport (in season, out of season, and summer school), with the selection of student-athletes made by the computer from squad lists or rosters. Notifications of such random selection, and the time and place for conducting the test, shall be given to the student-athlete by the NCAA designated Drug Testing Coordinator for the institution.
- No prior notice is required for actual testing.
- Student-athletes may also be tested if there exists a "reasonable suspicion" that the individual is using banned drugs or alcohol. The determination of reasonable suspicion shall be made by a Coach, the Director of Athletics, the team physician, an athletics trainer, academic counselor, the sport administrator, or the Head Athletics Trainer. Such individuals have the responsibility to make a determination if there is reasonable suspicion the student-athlete is using banned drugs or alcohol, and they shall document any observation concerning the appearance, behavior, physical changes, attitude changes, or absences from class, meetings or practices. There may be a variety of observations which lead to a determination of reasonable suspicion, including information gathered from other sources. Observations leading to a determination of reasonable suspicion include, but are not limited to:
 - Mood swings
 - Loss of interest in school, sports and practice
 - Increased number of tardiness's and absences from practice and class
 - Increased aggressiveness
 - Severe facial and body acne
 - Weight loss or weight gain
 - Erratic behavior
 - Disorientation and confusion
 - Impaired short-term memory

- Any other actions, behavior or observations the Athletics Department personnel believe create a reasonable suspicion of drug use

The determination of reasonable suspicion, when reasonably possible, should be made by two members of the department. Thereafter, the student-athlete shall be requested to promptly submit a sample for testing.

- When multiple, positive tests have been reported to a team, the Coach, sport administrator or Director of Athletics may request team testing on a regular basis.
- A positive drug test obtained as a result of testing by the NCAA will count as a positive in the AUM drug testing program. The penalties for lost playing time in the AUM program will run concurrently with the NCAA penalties for loss of playing time.
- Student-athletes being tested shall submit a specimen at such time and place as directed by the Director of Athletics, Head Coach, or Head Athletics Trainer. If the test results are positive, the student-athletes may be retested in accordance with the provisions below. The primary method of testing is urine drug testing, however blood, serum, or hair may be used.
- Drug Free Sport has been selected to provide collection, chain of custody procedures, and analysis of the urine or other specimen. All positive tests indicating the presence of a banned substance and/or metabolite of such a substance must be confirmed by the laboratory.
- Drug Free Sport shall report its findings to the Director of Athletics and Head Athletics Trainer. Upon receipt of a positive test, the Head Athletics Trainer is required to report that positive test to the Director of Athletics and Faculty Athletics Representative to insure appropriate institutional control of drug testing procedures.
- Only the Director of Athletics, Faculty Athletics Representative, Head Coach, Head Athletics Trainer, Team Physicians, Director of Compliance, sport administrator, and the student-athlete's parents or guardians will be made aware of the results of the drug test. All questions about the results of the drug test must be addressed to the Director of Athletics, and the Director of Athletics will be the sole respondent. The Head Athletics Trainer will notify the student-athlete within 72 hours (if possible) after receipt of positive test results.
- Post-season/Championship Screening: Any participant or team likely to advance to post-season championship competition may be subject to additional testing. Testing may be required of all team members or individual student-athletes at any time within thirty (30) days prior to the post-season competition. If a student-athlete tests positive, he/she will not be allowed to compete at the post-season event and will be subject to the sanctions herein.
- Re-entry Testing: A student-athlete who has had his/her eligibility to participate in intercollegiate sports suspended as a result of a drug and alcohol violation may be required to undergo re-entry drug and/or alcohol

testing prior to regaining eligibility. The Director of Athletics (or designee) shall arrange for re-entry testing after the counselor or specialist involved in the student-athlete's case indicates that re-entry into the intercollegiate sports program is appropriate.

- **Follow-up Testing:** A student-athlete who has returned to participation in intercollegiate following a positive drug test under this policy may be subject to follow-up testing. Testing will be unannounced and will be required at a frequency determined by the Director of Athletics (or designee) in consultation with the counselor or specialist involved in the student-athlete's case.
- **Team Testing:** All student-athletes who have signed the institutional drug-testing consent form and are listed on the institutional roster list are subject to unannounced random team testing at any time. The Director of Athletics (or designee) will select an entire team from the list of teams sponsored by the institution using a computerized random number program.
- **Pre-season Screening:** Student-athletes are subject to pre-season drug testing and may be notified of such by the Director of Athletics (or designee) at any time prior to their first competition

Substances to be Included in the Testing Program

Prescribed substances for which student-athletes may be tested include, but are not limited to, those listed as banned drugs in NCAA Banned Drugs. For the full NCAA list visit www.ncaa.org/2016-17-ncaa-banned-drugs-list.

Student-athletes are prohibited from the use of any drug substance banned by the NCAA or AUM. Drug categories banned include, but are not limited to, stimulants, anabolic steroids, diuretics, street drugs, peptide hormones and analogues, releasing factors (erythropoietin and sermorelin), and related substances. The term "related substances" as used herein comprises substances that are included in the class by their pharmacological action and/or chemical structure. No substance belonging to the prohibited class may be used, regardless of whether it is specifically listed as an example.

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

Drugs and Procedures Subject to Restrictions:

- Blood doping;
- Gene doping;
- Local anesthetics (under some conditions);
- Manipulation of urine samples

Failure to Appear

A student-athlete who fails to appear for drug testing his/her career at the University may be assessed a three point penalty each time he/she fails to appear. The Head Coach will be notified and the student-athlete in question will not be

allowed to practice or participate in any way until an adequate specimen is collected at the student-athlete's expense.

Positive Results

Each intercollegiate athletics team may have policies, as determined by the Head Coach in that sport, which may be stricter than the Athletic Department policy. In no case can a team policy be less severe than the Departmental policy.

Playing Time Penalties/Penalty Structure For Use of Banned Substances

First Offense-----Suspension of 25% of team's competitive season

Second Offense----Suspension of 50% of team's competitive season

Third Offense----- Permanent loss of playing status at AUM

Criminal Offenses Involving Alcohol and Drugs

Any student-athlete involved in an alcohol or drug related incident will be subject to immediate investigation. Drug and alcohol related incidents would include but are not limited to: driving under the influence (DUI), public intoxication, underage consumption of alcohol, fights, disturbances, domestic violence, trafficking in controlled substances, or other activities prohibited by local, state or federal law. It is the responsibility of the student-athlete involved in the incident to report the matter immediately to his/her Head Coach and Head Athletics Trainer who will immediately make a report to the Director of Athletics. Failure of the student-athlete to report the incident is itself a violation and subject to sanctions. The Director of Athletics is required to report to the FAR.

The Investigating Committee for all criminal offenses involving drugs and alcohol shall consist of the Director of Athletics (or designee), the student-athlete's Head Coach, the chair of the Intercollegiate Athletics Committee and/or the Faculty Athletics Representative. The Director of Compliance will serve as an ex officio member of the committee. The Investigating Committee will be chaired by the chair of the IAC or FAR. The Director of Athletics will inform the student-athlete of the findings and recommendations of the Investigating Committee.

Any student-athlete charged with DUI will receive an immediate temporary suspension from all competitions pending a preliminary investigation. The charge will be investigated within a reasonable time by the Investigating Committee. If the charge appears to have merit, the penalties may range from playing time suspension to loss of scholarship and will be considered a positive drug test. If the charge does not appear to have merit, the temporary suspension will be lifted.

All criminal offenses involving drugs and alcohol will be immediately evaluated by the Investigating Committee and penalties recommended as appropriate for the incident. The AUM investigation and possible penalties are separate and apart from any criminal prosecution resulting from the incident. In most cases, the AUM investigation and penalties would occur well in advance of the legal disposition of

the matter.

Safe Harbor

A student-athlete eligible for the Safe Harbor program may refer himself/herself for voluntary evaluation, testing and treatment for alcohol or drug problems. A student-athlete is not eligible for the Safe Harbor Program:

- More than one time
- After he/she has been informed of an impending drug test
- A documentation of a positive drug test
- Thirty days prior to NCAA or conference post-season competition

AUM will work with the student-athlete to prepare a Safe Harbor treatment plan, which may include confidential drug testing. The student-athlete will be tested for banned substances upon entry into the Safe Harbor Program and such a positive initial test will not result in any administrative sanctions except those listed in this section (i.e. the team physician may suspend the student-athlete from play or practice if medically indicated). A student-athlete will be permitted to remain in the Safe Harbor Program for a reasonable period of time, not to exceed thirty days, as determined by the treatment plan.

If a student-athlete is determined to have new banned substance use and/or alcohol use after the initial Safe Harbor Program test (as determined by follow-up testing), or fails to comply with the Safe Harbor Program treatment plan, the student-athlete will be removed from the Safe Harbor Program and be subject to appropriate disciplinary actions as detailed in the AUM Department of Athletics Drug Testing Policy and Procedures. Entering the Safe Harbor Program will be treated as one of the disciplinary action phases and any positive test indicating new banned substance use and/or alcohol after the initial Safe Harbor Program test will be treated as a subsequent positive.

While in compliance with the Safe Harbor Program treatment plan, the student-athlete will not be included in the list of student-athletes eligible for random drug testing by AUM. Students in the Safe Harbor Program may be selected for drug testing by the NCAA.

The Director of Athletics, Team Physician, Head Athletics Trainer, and the student-athlete's Head Coach may be informed of the student-athlete's participation in the Safe Harbor Program. The athletics trainer assigned to the student-athlete's sport may also be notified if medically appropriate. An assistant coach may also be informed at the discretion of the Head Coach. Other University employees may be informed only the extent necessary for the implementation of this policy.

Appendix E

Consent and Acknowledgment Forms



Our Standard is Excellence.

Drug - Free Campus and Workplace Acknowledgement Form

I, _____, an employee of
(Print Name)
Auburn University at Montgomery (AUM), hereby certify that I have received a copy of AUM's
policy regarding the maintenance of a drug free campus and workplace. I understand that this
policy is in compliance with both the Drug-Free Workplace Act of 1988 and Drug-Free Schools and
Communities Act Amendments of 1989. I understand that if I am found to be in violation of the
Drug-Free policy, my employment with the University will be terminated.

Signature

Date

Auburn University at Montgomery
Office of Human Resources and Affirmative Action
P.O. Box 244023, Montgomery, AL 36124 -4023; Telephone 334-244-3641; Fax 334-244-3751 www.aum.edu

Office of Human Resources

Drug Free Campus Acknowledgement, Revised 6/2014

Auburn University at Montgomery
Drug Testing Notification Form

I hereby acknowledge that a member of the athletics staff has informed me of the date, time, and location of my banned substance drug test. I acknowledge that I have read the Auburn University at Montgomery drug testing policy and procedures and agree to obey the guidelines set forth within. I also understand that by failing to report at the time designated for me will result in a positive drug test.

Name (Print)

Signature

Date