



Williston State College

2014

Biennial Review

Williston

ND

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Preface

The 2014 Williston State College (WSC) Biennial Review qualifies fulfillment of the Drug-Free Schools and Campuses Regulation that requires institutions of Higher Education to conduct a biennial review of their Alcohol and Other drug programs and policies (EDGAR Part 86.100).

It was the goal of the 2014 Biennial Review Committee to produce a Biennial Review that would be used to document the progress made by WSC and also provide insight into how WSC AOD programs could be improved. The 2014 WSC Biennial Review meets two objectives:

1. Outlines and determines the effectiveness of the AOD prevention programs at WSC.
2. Demonstrates WSC's consistent enforcement of disciplinary sanctions for violating standards of conduct.

Philosophy

WSC has a genuine caring concern for the community in which it lives and for its people. For this reason, the campus is committed to maintaining an academic and social environment that is conducive to the intellectual and personal development and to the safety and welfare of all members of the college community.

The misuse and abuse of alcohol and other drugs represents a major health problem in the United States today and poses a serious threat to the health and welfare of the WSC Community.

Description of WSC AOD Program Elements

A. AOD Prevention Support & Structure

1. Staffing

In 2014, the Student Services Division consisted of the following positions that support AOD prevention:

- The Director for Residence Life, whose main responsibilities are overseeing residence life staff and ensuring campus policies are enforced.
- Residence Life Hall Directors and RA's, assist in the enforcement of campus policies and provide residents with a student support network for seeking help or advice on AOD issues.
- The Student Life Coordinator who oversees extracurricular activities including late night programming, intramurals, and student organizations.
- Mental Health Counsellor who provides crisis assessment, intervention and counseling for students and collaborates with college staff and external agencies to provide education and training on mental health and AOD issues for WSC.
- Executive Director for Student Services and Financial Aid serves as the chief judicial officer and oversees all student service functions.
- WSC is also a member of the ND Higher Education Consortium for Substance Abuse Prevention (NDHECSAP). The Director of the NDHECSAP has provided guidance with the implementation of evidenced-based prevention strategies and policies.

2. Funding

- Students are assessed an administrative fee when found in violation of WSC Alcohol and Other Drug Policy. This money is used to provide students with alcohol-free activities and to help implement evidence-based prevention strategies.
- WSC received monies from the Title III grant that are used to fund the addition of a full time LAC Mental Health Counselor on campus. This position will be phased into our appropriated budget each year with 100% funding available after the completion of the 5 year grant.

3. History and formation of WSC Biennial Review Committee

The 2014 Biennial Review Committee is made up of:

- Executive Director for Student Services
- Director for Residence Life
- Student Life Coordinator
- Mental Health Counselor (LAC)
- Director of the ND Higher Education Consortium for Substance Abuse Prevention (ND University System)

Previously a Biennial Review committee was formed at Williston State College. We are pleased with the addition of the Mental Health Counselor (LAC) to the committee in 2014. It is WSC's intent to expand the Biennial Review Committee in 2015-2016 to include students.

4. Specific AOD Program Elements

1. **Alcohol Free Options:** WSC offers and promotes social, recreational, extracurricular, and public service options that do not include alcohol.

- Student Life and Residence Life departments consistently plan late night, free events that are open to all students. Events made include, but are not limited to, the following: Dances, hypnotists, magicians, bowling nights, grocery bingo, open mic nights, speakers and lecturers, history symposiums, movie nights, games nights etc.
- All students are encouraged to attend WSC athletics games free of charge. Including: Basketball, hockey, baseball, volleyball and softball.
- Intramural programs are available to students in various areas including, but not limited to, the following: Basketball, baseball, softball, volleyball, hockey, flag football, soccer, billiards, recreational cards, ping pong, etc.
- WSC students, faculty and staff are invited to participate in various community projects including the community-wide spring clean-up day and Earth Day celebrations and associated clean-up activities and community parades.
- The Williston Area Recreation Centre located on campus is open from 6am to 10pm Monday through Saturday and 1pm to 9pm Sunday. All full time students are provided with free membership and facilities include indoor tennis, basketball, track, weights and cardio, waterpark and lap pools.
- In addition, the student center and wellness center are open until 10 p.m. during the week and from 9 a.m.–3 p.m. on the weekends, providing students access to recreational space during the time they are not in class.
- All WSC events, both on and off campus are alcohol free in accordance with SBHE policy 918. Measures of control include “no passes out” policy at on-campus events and no service of any alcohol at on or off campus events.

2. Normative Environment: WSC creates a social, academic, and residential environment that supports health-promoting norms.

- **Academic responsibility policies**
 - Students will be held responsible for any breaches of academic integrity.
 - Instructors are allowed the freedom to enforce class participation/attendance as they believe appropriate.
- **Substance-Free Residence Options**
 - The ND State Board of Higher Education prohibits the possession, sale, dispensation, use or consumption of alcoholic beverages upon land or in buildings owned by the board or its institutions.
 - WSC prohibits the unlawful or unauthorized use, possession, storage, manufacture, distribution, or sale of alcoholic beverages and any illicit drugs or drug paraphernalia in campus buildings, any public campus area, in campus housing units, in college vehicles, or at any college affiliated events held on or off-campus, which are sponsored by students, employees and their respective campus organizations.
- **Faculty/Staff Involvement**
 - WSC requires faculty to maintain office hours consistent with the needs of their students.
 - Prior to the start of the fall semester, WSC Mental Health Counselor meets with each head coach to discuss mental health, substance use, and suicide and provides insight into warning signs typical of college students, specifically student athletes. Each coach is also provided with a binder of information, contact numbers, and resources in the community. The crisis intervention

plan is reviewed at this time; coaches are encouraged to staff situations they are unsure of with the counselor.

- **Alcohol education and prevention efforts address misperceptions of drinking norms**
 - Through Project ND Partners in Prevention, Electronic Check Up to Go is currently being used with all first year students and repeat violators of the residence life alcohol policy. E-check up to go is a brief on-line assessment and feedback tool designed to reduce high-risk drinking among college students. All first year students are required to successfully complete a Freshman Seminar course, in which they are required to complete the e-check up to go.
- **First year students and family members**
 - As part of the Freshman Seminar curriculum, one class session is dedicated to alcohol and other drugs. During this class, students participate in a norms clarification exercise and discuss the physical and financial effects of AOD use.
- **Student leadership promotes positive, healthy norms**
 - In 2009, with the Student Services restructure, priority was placed on revitalizing WSC Student Senate, hiring Resident Assistants in the residence halls, and developing a student leadership program. These programs are still in effect today. They have added a professional aspect for students to gain experience from while at WSC.
- **Support is provided to students recovering from a substance abuse problem**
 - Williston State College has a Licensed Addiction Counselor on campus that is available for free to students currently enrolled. Personal counseling services will provide confidential consultation, brief short term intervention, and referrals. Counseling sessions are kept in strict confidence within legal and ethical limits.
 - The goal of Counseling Services is to help students return to their normal functioning as soon as possible. In situations where the issues are more long standing, referrals can be made for services outside of WSC. Crisis situations are treated separately and will take priority. Examples of outside providers include Northwest Human Service Center, private providers in the community, a primary care doctor, or providers in the student's home community.

3. Alcohol Availability: Limited alcohol availability exists both on and off campus.

Alcohol is banned or restricted on campus

The State Board of Higher Education Policy 918, prohibits the possession, sale, dispensation, use or consumption of alcoholic beverages upon land or in buildings owned by the board or its institutions.

- Exceptions may include the lawful possession of alcohol in family student residences, on-campus professional staff residences, fraternities and sororities (in certain

circumstances), the president's residence, and other special exceptions as granted by the president or the president's designee. For the complete State Board of Higher Education policy, see www.ndus.edu/policies/sbhe-policies/policy.asp?ref=2246 procedures policy number 918 "Alcoholic Beverages."

- WSC prohibits the unlawful or unauthorized use, possession, storage, manufacture, distribution, or sale of alcoholic beverages and any illicit drugs or drug paraphernalia in campus buildings, any public campus area, in campus housing units, in college vehicles, or at any college affiliated events held on or off campus, which are sponsored by students, employees and their respective campus organizations.
- For WSC employees, compliance with this policy is a term and condition of employment. For WSC students and student organizations, compliance with this policy is a term and condition of continued enrollment and participation in student organizations.
- During the 2005 legislative session SB 2067 was passed, which amended sections 5-01-01 and 5-02-06 of the North Dakota Century Code (Appendix A). This bill defines when a person legally turns 21 years of age, "... a person is not twenty-one years of age until eight a.m. on that person's twenty-first birthday." This legislation was aimed to eliminate so-called "power hours," in which newly legal drinkers try to consume large amounts of alcohol between midnight and when the bar is closed.

4. Alcohol Marketing and Promotion: WSC restricts marketing and promotion of alcoholic beverages both on and off campus.

- **According to the WSC AOD Policy:** The public display of advertising or promotion of alcoholic beverages in campus buildings or any other public campus area including all college- owned housing areas is prohibited. This includes banners, lighted beer/liquor signs, and large inflatable advertising, etc. (Entities that lease commercial or research property from the college may be excluded. However, the college may in these leases include provisions that will assist in its effort to promote legal and safe use of alcohol and to change the culture that perpetuates alcohol and other drug misuse and abuse.)
- **According to the WSC AOD Policy:** Alcohol promotional activities including advertising shall not be associated with otherwise existing campus events, programs, or campus organizations' functions on or off campus. This includes, but is not limited to, such items as cups, t-shirts, beverage can coolers, and any other items carrying alcohol/beer advertising.
- **According to the WSC AOD Policy:** Advertising of alcoholic beverages shall not appear in campus controlled or affiliated publications (including campus affiliated Web sites). Advertising of establishments that sell alcohol may appear and must adhere to the following guidelines:

- Advertising of establishments that sell alcohol shall not include brand names, logos, prices, visual images or verbal phrases that refer to consumption of alcoholic beverages.
- Advertising of establishments that sell alcohol shall not encourage any form of alcohol abuse nor shall it promote alcohol specials such as two for ones, happy hour drink specials, or any ads that encourage rapid and excessive consumption of alcohol.
- Advertising of establishments that sell alcohol shall not portray drinking as a solution to personal or academic problems or as necessary to social, sexual or academic success.
- Advertising of establishments that sell alcohol shall not associate consumption of alcoholic beverages with the performance of tasks that require skilled reactions such as the operation of motor vehicles or athletic performance.

5. Policy Development and Enforcement: WSC has developed and consistently enforces campus policies and local, state, and federal laws.

Policy (for entire WSC Policy, please see Appendix B)

- **WSC Parental Notification Policy.**
 - The policy states, “Parents or guardians of students under 21 may be contacted by a WSC Student Services administrator following alcohol and/or other drug related policy violations.”
- **Policy enforcement:** WSC security personnel patrol the campus between the hours of 6am and 12am Monday – Saturday and 12pm – 9pm Sunday to assist in enforcing college policies. In addition, students Resident Assistants and full-time out of hours Hall Director will address and report policy violations in the residence halls. The Director for Residence Life is responsible for reviewing and investigating reported violations and will issue sanctions as required.
 - In the 2013-2014 school year 35 alcohol sanctions were issued to students who live in residence halls.
 - In the Fall semester of 2014, 4 alcohol sanctions have been issued to students who live in residence halls.
 - In the Fall semester of 2014, 2 other drug sanctions have been issued to students who lived in residence halls.
- **State and Local Law:** Individuals in the state of North Dakota must be 21 years of age to buy, possess and/or consume alcohol. Person(s) providing alcohol to individuals under the age of 21 violate state law and may be cited for contributing to the delinquency of a minor, among other possible citations depending on the circumstances. There are other important state laws and local rules relating to alcohol, including driving under the influence (DUI) and open container. For a first DUI offense, violators are fined at least \$250 and are ordered to have an addiction evaluation. State Law and Williston City Ordinances prohibit driving under the influence of intoxicating liquor or controlled substances. State Law and Williston City Ordinances also prohibit open containers of alcohol in vehicles. It is important to note Williston City Ordinances also prohibit disorderly houses (loud gatherings). For more information on Williston City Ordinances, please see the City Auditor’s page at: www.cityofwilliston.com/
 - “North Dakota Century Code (NDCC 05-01-06.1) (Appendix A) establishes that every spouse, child, parent, guardian, employer, or other person who is injured by any obviously intoxicated person has a claim for

relief for fault against any person who knowingly disposes, sells, or gives away alcoholic beverages to:

- A person under twenty-one years of age
- An incompetent, or
- An obviously intoxicated person

And if death ensues, the survivors of the deceased are entitled to damages.”

- **Sanctions:** According to the WSC AOD Policy, “When students, student organizations, or employees violate college alcohol policy, they will be subject to campus sanctions. The campus sanctions process may proceed before, during, or after any pending civil or criminal proceedings are concluded. Since the campus sanctions are educational and/or managerial in nature, and not criminal proceedings, such simultaneous actions do not constitute double jeopardy and differing judgments may result.

Students may be subject to on campus sanctions for off campus alcohol/drug related behavior. The campus may receive reports regarding students from law enforcement and other agencies in the form of summons to court, reports of loud parties, minor in possession/minor consuming/under the influence, driving under the influence of alcohol/drugs or other similar alcohol and other drug violations.”

Student Sanctions

Students found to be in violation may be subject to one or more of the following sanctions with consideration taken to prior conduct and violations and circumstances and details of the incident:

FIRST OFFENCE:

- Minimum \$100 fine to be applied to student account and to be paid within 2 weeks (14 days) of sanction being issued.
- Completion of E-check up to go (online survey exploring alcohol use) and verification of completion sent to the Director for Residence Life within 2 weeks (14 days) of sanction being issued.
- Minimum 5 hours community service as assigned by the Director for Residence Life to be completed within 2 weeks (14 days) of sanction being issued.
- Encouragement to see the WSC counselor based on severity of incident.

SECOND OFFENCE:

- Minimum \$200 fine to be applied to student account and to be paid within 2 weeks (14 days) of sanction being issued.
- Completion of an alcohol abuse prevention and harm reduction program for college students, such as CHOICES. To be completed at a time scheduled by the Director for Residence Life.
- Parental notification.
- Disciplinary probation in the form of a behavior contract discussed, agreed upon and signed by the student.
- Encouragement to see the WSC counselor based on severity of incident.

THIRD OFFENCE:

- Minimum \$400 fine to be applied to student account and to be paid within 2 weeks (14 days) of sanction being issued.
- Referral to an alcohol addiction counselor to develop a remediation plan.
- Parental notification.
- Disciplinary probation in the form of a behavior contract discussed, agreed upon and signed by the student.
- Eviction from on-campus housing.
- Suspension or dismissal from WSC.

ONE-TIME ONLY OFFENDERS:

Students who are issued a fine as a first time violation will have the opportunity to be rewarded their money back at the conclusion of the school year if they have not been subject to any further alcohol or disciplinary sanctions.

Failure to complete sanctions within a reasonable amount of time may result in a registration and/or graduation hold being placed on the student's account, or suspension.

Sanctions for Alcohol and Other Drug Violations in Classrooms, Shops or Labs

When students come to class chemically impaired will be held to the same standards as those defined above. The following additional sanctions may also be imposed.

- Exclusion from the class for a designated period of time to be determined by the faculty member in consultation with the division dean and/or vice president for student services;
- Expulsion (permanent removal) from the class.

Statement of AOD Program Goals & Discussion of Goal Achievement

A. Assessment of AOD Efforts

1. **NDCORE Drug and Alcohol Survey** was developed to measure alcohol and other drug usage, as well as attitudes and perceptions among college students attending two and four year institutions, nationwide. This survey was administered to 15,620 students in 2006, 2008, 2010 & 2012 in an attempt to measure drinking and drug use behaviors; this assessment was done as a part of the ND Higher Education Consortium for Substance Abuse Prevention efforts. The 2014 NDCORE was administered in October. Results will be available in the early months of 2015.

B. Goals: Below you will find the goals for WSC prevention efforts.

1. **Survey the campus community on AOD use, attitudes and perceptions.**
 1. Comply with EDGAR 86 (policy distribution and biennial review completion).
 2. Completing NDHECSAP Part 86 worksheet annually
 3. Completing NDHECSAP Distribution timeline annually.

- 2. Improve data collection practice regarding AOD policy violations and sanctions.**
 1. Solicit ideas and recommendations from other campuses on behavioral sanction reporting practices.
 2. Maximize use of existing data base and associated software to consistently track and report violations and sanctions.

- 3. Continue programming and activities that promote healthy lifestyles.**
 1. Explore extending hours of on-campus facilities.
 2. Enhance programming on weekends and late nights.
 3. Developing more lounge and recreational spaces for students.
The new renovation space, counseling center has larger space for groups, and the ARC rec center on campus

- 4. Involve campus community in prevention efforts.**
 1. Form a committee of faculty, staff, students, and community members to talk about issues.
 2. Enhance faculty and staff awareness of AOD issues and sanctions.
 3. Continue to provide extensive training to residence hall staff.
Mental Health Counselor is able to provide these trainings, organizes support groups.

- 5. Provide students with consistent support systems.**
 1. Explore the possibility of hiring a mental health practitioner.
 2. Implement professional residence hall staff.
 3. Explore the establishment of student health services on campus.
 4. Provide a secure campus through utilization of private security agency for after business hours, holidays, weekends and large events.

Summary of AOD Program Strengths, Weaknesses, Opportunities and Threats

A. Strengths

- 1.** Additional staff members added to Student Services Division, allowing resources to address alcohol and other drug issues, including violations.
- 2.** Resident Assistants have been hired and trained to live in all residence halls.
- 3.** Trained live-in staff members (head residents) exist in all residence halls.
- 4.** A comprehensive training program for residence life staff has been implemented.
- 5.** Improved education of first year students on actual student use rates (normative environment).
- 6.** Increased extracurricular activities, including late-night events, available for students.
- 7.** Open lines of communication with Athletics Department administration and staff regarding AOD issues.
- 8.** Relationship with Northwest Human Service Center.
- 9.** Campus Counselor- full time who is a Licensed Addiction Counselor for the state of North Dakota
- 10.** Continued relationship with the ND Higher Education Consortium for Substance Abuse Prevention.
- 11.** Excellent relationship with local law enforcement agencies.
- 12.** Students are more aware of campus policies and sanctions.

13. Policy distribution is consistent and in compliance with EDGAR 86.
14. Electronic mail is the official means of communication with all students, which allows for more immediate and consistent notification of policies or security concerns.
15. WSC is tobacco free.

B. Weaknesses

1. Student health services are not currently available on campus. The Mental Health Task Force has provided funding for WSC to contract with a private provider in the community to provide Psychiatric assessments and Medication prescriptions to students of WSC for free.
2. Funding is currently not available for 24 hour campus security.
3. Alcohol and Other Drug use is not adequately addressed with all incoming students.

C. Opportunities

1. Athletic department exploring implementation of an athletic department code of conduct, which includes expectations regarding AOD use and sanctions for violations.
2. Possibility of providing a stipend for professional live-in residence hall staff.
3. Possibility of funding for addition of security personnel to patrol campus during non-business hours, large events, weekends and holidays.
4. Possible addition of AOD information for first year students and parents during new student orientation.
5. Potential for sharing information about AOD student use and policies with faculty and staff during in-service week.
6. Currently exploring the possibility of off-setting the cost of taxi cab rides for WSC students.
7. In Fall 2015, WSC would like to see the adoption of a Health and Wellness living community in Frontier Hall where like students could pledge sober living and gain support from similar students. Start a counselor led support group for students in recovery.

D. Threats

1. Rapid community growth is creating safety and security concerns.
2. Rapid community growth allows for illicit drugs to be more accessible to students.
3. Lack of funding for prevention staff and programs.

Policies and Policy Distribution

- In accordance with the 1989 amendments to the Drug-Free Schools and Communities Act, as articulated in the Education Department General Administrative Regulations (EDGAR) Part 86 (Drug Free Schools and Campuses Regulations) this policy will be distributed to all students and employees at Williston State College each year (See Policy Distribution Worksheet on Appendix D, and PART 86 Worksheet on Appendix E).
- The Executive Director for Student Services is responsible for the notification of the policy to students. The Human Resources Manager is responsible for notification of the policy to WSC employees.
- 2010: Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct.

- 2010: Every employee received a copy of the WSC AOD Policy as part of employee in-service week.
- 2011: Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct.
- 2011: Every employee received a copy of the WSC AOD Policy as part of employee in-service week.
- 2012: Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct.
- 2012: Every employee received a copy of the WSC AOD Policy as part of employee in-service week.
- 2013: Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct.
- 2013: Every employee received a copy of the WSC AOD Policy as part of employee in-service week.
- 2013: WSC AOD policy was distributed to all staff and students via email.
- 2014: Every student received a WSC Student Planner which included a statement of policies regarding alcohol and other drugs, along with information on how to obtain complete copies of the WSC AOD Policy and the Student Code of Conduct. (See Appendix C for a copy of the statement).
- 2014: Every employee received a copy of the WSC AOD Policy as part of employee in-service week.
- 2014: WSC AOD policy was distributed to all staff and students via email.
- WSC Policy is now prominently posted on the WSC Current Student Website. Go to: <http://www.wsc.nodak.edu/Current-Students/Student-Conduct-and-Policies/WSC-Alcohol-and-Other-Drug-Policy.html>
- 2011- 2012: See Policy Distribution Worksheet (See Appendix D).

Recommendations for Revising AOD Programs

- WSC will continue to increase the use of evidence-based prevention strategies to address high-risk alcohol and other drug use.
- Specific goals can be found above in the section titled 'Statement of AOD Program Goals & Discussion of Goal Achievement.' These goals are considered recommendations to improve WSC prevention strategies.

Appendix A

ND CENTURY CODE
TITLE 5
ALCOHOLIC BEVERAGES
CHAPTER 5-01
GENERAL PROVISIONS

5-01-01. Definitions. In this title:

1. "Alcohol" means neutral spirits distilled at or above one hundred ninety degrees proof, whether or not such product is subsequently reduced, for nonindustrial use.
2. "Alcoholic beverages" means any liquid suitable for drinking by human beings, which contains one-half of one percent or more of alcohol by volume.
3. "Beer" means any malt beverage containing one-half of one percent or more of alcohol by volume.
4. "Bottle or can" means any container, regardless of the material from which made, having a capacity less than a bulk container for use for the sale of malt beverages at retail.
5. "Distilled spirits" means any alcoholic beverage that is not beer, wine, sparkling wine, or alcohol.
6. "In bulk" means in containers having a capacity not less than one-sixth barrel for use for the sale of malt beverages at retail.
7. "Licensed premises" means the premises on which beer, liquor, or alcoholic beverages are normally sold or dispensed and must be delineated by diagram or blueprint which must be included with the license application or the license renewal application.
8. "Liquor" means any alcoholic beverage except beer.
9. "Local governing body" means the governing entity of a city, county, or federally recognized Indian tribe in this state.
10. "Local license" means a city, county, or tribal retail alcoholic beverage license issued by the appropriate local governing body.
11. "Microbrew pub" means a brewer that brews ten thousand or fewer barrels of beer per year and sells beer produced or manufactured on the premises for consumption on or off the premises or serves beer produced or manufactured on the premises for

purposes of sampling the beer.

12. "Organization" means a domestic or foreign corporation, general partnership, limited partnership, or limited liability company.

13. "Sparkling wine" means wine made effervescent with carbon dioxide.

14. "Supplier" means an alcoholic beverage manufacturer, importer, marketer, or wholesaler selling alcoholic beverages to a wholesaler licensed in this state for purposes of resale.

15. "Tribal licensee" means a person issued a local license by the governing body of a federally recognized Indian tribe in this state for the retail sale of alcoholic beverages within the exterior tribal reservation boundaries.

16. "Twenty-one years of age" means it is after eight a.m. on the date twenty-one years after a person's date of birth.

17. "Wine" means the alcoholic beverage obtained by fermentation of agricultural products containing natural or added sugar or such beverage fortified with brandy and containing not more than twenty-four percent alcohol by volume.

5-01-06.1. Claim for relief for fault resulting from intoxication. Every spouse, child, parent, guardian, employer, or other person who is injured by any obviously intoxicated person has a claim for relief for fault under section 32-03.2-02 against any person who knowingly disposes, sells, barter, or gives away alcoholic beverages to a person under twenty-one years of age, an incompetent, or an obviously intoxicated person, and if death ensues, the survivors of the decedent are entitled to damages defined in section 32-21-02. No claim for relief pursuant to this section may be had on behalf of the intoxicated person nor on behalf of the intoxicated person's estate or personal representatives, nor may a claim for relief be had on behalf of an adult passenger in an automobile driven by an intoxicated person or on behalf of the passenger's estate or personal representatives.

5-02-06. Prohibitions for individuals under twenty-one years of age - Penalty - Exceptions.

1. Except as permitted in this section, a licensee who dispenses alcoholic beverages to an individual under twenty-one years of age, or who permits an individual under twenty-one years of age to remain on the licensed premises while alcoholic beverages are being sold or displayed, is guilty of a class A misdemeanor, subject to sections 5-01-08, 5-01-08.1, and 5-01-08.2.

2. An individual under twenty-one years of age may not remain in a restaurant where alcoholic beverages are being sold except if the restaurant is separated from the room in which alcoholic beverages are opened or mixed and gross sales of food are at least equal to gross sales of alcoholic beverages which are consumed in the dining area, or if the individual is employed by the restaurant as a food waiter, food waitress, busboy, or busgirl under the direct supervision of an individual twenty-one

or more years of age and is not engaged in the sale, dispensing, delivery, or consumption of alcoholic beverages.

3. An individual under twenty-one years of age may enter and remain on the licensed premises if the individual is an independent contractor or the independent contractor's employee engaged in contract work and is not engaged in selling, dispensing, delivering, or consuming alcoholic beverages; if the individual is a law enforcement officer or other public official who enters the premises in the performance of official duty; or if the individual enters the licensed premises for training, education, or research purposes under the supervision of an individual twenty-one or more years of age with prior notification of the local licensing authority.

4. An individual under twenty-one years of age may remain in an area of a site where beer, wine, or sparkling wine is sold in accordance with the conditions of an event permit issued pursuant to section 5-02-01.1.

5. An individual who is eighteen years of age or older but under twenty-one years of age may be employed by a restaurant as provided in subsection 2 to serve and collect money for alcoholic beverages, if the individual is under the direct supervision of an individual twenty-one or more years of age, but may not be engaged in mixing, dispensing, or consuming alcoholic beverages. Any establishment where alcoholic beverages are sold may employ individuals from eighteen to twenty-one years of age to work in the capacity of musicians under the direct supervision of an individual twenty-one or more years of age.

6. For purposes of this section, an individual is not twenty-one years of age until eight a.m. on that individual's twenty-first birthday.

7. If an individual is convicted of this section, the court shall consider the following in mitigation:

a. After consuming the alcohol, the underage individual was in need of medical assistance as a result of consuming alcohol; and

b. Within twelve hours after the underage individual consumed the alcohol, the defendant contacted law enforcement or emergency medical personnel to report that the underage individual was in need of medical assistance as a result of consuming alcohol.

Appendix B

WSC Alcohol and Other Drug Policy¹

Philosophy

WSC has a genuine caring concern for the community in which it lives and for its people. For this reason, the campus is committed to maintaining an academic and social environment that is conducive to the intellectual and personal development and to the safety and welfare of all members of the college community.

The misuse and abuse of alcohol and other drugs represents a major health problem in the United States today and poses a serious threat to health and welfare of the WSC Community.

This document applies to all WSC students and employees, as well as visitors to campus.

Policy Distribution and Notification

In accordance with the 1989 amendments to the Drug-Free Schools and Communities Act, as articulated in the Education Department General Administrative Regulations (EDGAR) Part 86 (Drug Free Schools and Campuses Regulations) this policy will be distributed to all students and employees at Williston State College each year. For more information on policy notification procedures, please contact the Vice President for Student Services at 701 774-4554.

State Board of Higher Education and WSC Policy

The State Board of Higher Education prohibits the possession, sale, dispensation, use or consumption of alcoholic beverages upon land or in buildings owned by the board or its institutions. Exceptions may include the lawful possession of alcohol in family student residences, on-campus professional staff residences, fraternities and sororities (in certain circumstances), the president's residence, and other special exceptions as granted by the president or the president's designee. For the complete State Board of Higher Education policy, see www.ndus.edu/policies/sbhe-policies/policy.asp?ref=2246 procedures policy number 918 "Alcoholic Beverages."

WSC prohibits the unlawful or unauthorized use, possession, storage, manufacture, distribution, or sale of alcoholic beverages and any illicit drugs or drug paraphernalia in campus buildings, any public campus area, in campus housing units, in college vehicles, or at any college affiliated events held on or off-campus, which are sponsored by students, employees and their respective campus organizations. For

¹ Some information has been adapted from North Dakota State University's "Alcohol and Other Drugs: Risks, Policies, and the Law for Students and Employees"

WSC employees, compliance with this policy is a term and condition of employment. For WSC students and student organizations, compliance with this policy is a term and condition of continued enrollment/organizational registration.

Health Risks of Alcohol and Other Substances

In this section you will find a list of commonly misused drugs and their effects, this is meant to be an overview and is not an exhaustive list.

Alcohol

Alcohol consumption causes a number of impairments including changes in behavior and normal body function. Even low doses significantly impair judgment, coordination, and mental function thus increasing the risks of accidents and injuries. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses taken acutely can cause respiratory depression and even death. Statistics show that alcohol use is involved in a majority of violent behaviors on college campuses, including acquaintance rape, vandalism and fights. Additional consequences include DUI arrests and serious or fatal car crashes. Continued abuse may lead to dependency, which can cause permanent damage to vital organs and deterioration of a healthy lifestyle.

Amphetamines

Amphetamines can cause a rapid or irregular heartbeat, tremors, convulsions, loss of coordination, collapse, and death. Heavy users are prone to irrational acts.

Cannabis (marijuana, hashish)

The use of marijuana may impair or reduce short-term memory and comprehension, alter sense of time, and reduce coordination and energy level. Users often have a lowered immune system and an increased risk of lung cancer. The active ingredient in marijuana, THC, is stored in the fatty tissues of the brain and reproductive system for a minimum of 28 to 30 days.

Club Drugs

Club drugs are drugs such as MDMA (Ecstasy), Rohypnol, GHB, LSD, and methamphetamine and others, which are used at all-night parties such as trances or raves, dance clubs and bars. These party drugs, particularly when mixed with alcohol, can cause serious health problems, injuries, or even death.

Cocaine/Crack

Cocaine users often have a stuffy, runny nose and may have a perforated nasal septum. The immediate effects of cocaine use include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and

body temperature, followed by depression. Crack, or freebase rock cocaine, is extremely addictive and can cause delirium, hallucinations, blurred vision, severe chest pain, muscle spasms, convulsions, and even death.

Hallucinogens

Lysergic acid (LSD), mescaline, and psilocybin cause illusions and hallucinations. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects, or flashbacks, can occur even when use has ceased. Phencyclidine (PCP) affects the section of the brain that controls the intellect and keeps instincts in check. Because the drug blocks pain receptors, PCP episodes may result in self-inflicted injuries, violence and aggressive behavior toward others.

Heroin

Heroin is an opiate drug that causes the body to have diminished pain reactions. Overdoses of this highly addictive drug can result in coma or death due to respiratory failure or cardiovascular collapse.

To find out more about these commonly abused agents and other substances of abuse not listed here, go to: www.drugabuse.gov/DrugPages/DrugsofAbuse.html.

Referrals for Counseling and/or Treatment Services

Alcohol and/or other drug counseling treatment may be arranged through the Williston State College Student Services Office by calling (701 774-4554) or by calling Northwest Human Services Center (701)774-4600 or <http://www.nd.gov/dhs/locations/regionalhsc/northwest/index.html>

Alcohol Purchasing and Sale

Unless otherwise authorized by the president of the campus, the use of alcoholic beverages during all events held on the WSC campus is strictly forbidden (including concerts, theatrical performances, athletics events, workshops, etc.).

Students and employees and their respective campus organizations may not use organizational or public funds (including general and special funds) for the purchase of alcoholic beverages.

Sale of alcoholic beverages by students, employees and their respective campus organizations is strictly forbidden. This is to include any action that can be remotely construed as alcohol sale such as charging admission to parties, passing the hat, selling empty cups, selling drink tickets, etc.

Off-campus activities conducted by students, employees and their respective campus organizations shall not encourage excessive and/or rapid consumption of alcoholic beverages. The use of alcohol at any such events is expected to be lawful and low-risk.

Registered student organizations planning off campus events at which alcohol will be present must complete and file with the Vice President for Student Services, the WSC Event Risk Management Planning Notification Form.

When planning an off-campus, work-related event where alcohol will be present, employees with questions about low-risk guidelines should contact the Human Resources Manager at 774-4204.

Alcoholic beverages shall not be used as awards or prizes in connection with events or activities sponsored by students, employees and their respective campus organizations, on or off campus.

Alcohol and/or Other Drug Advertising

The public display of advertising or promotion of alcoholic beverages in campus buildings or any other public campus area including all college owned housing areas is prohibited. This includes banners, lighted beer/liquor signs, and large inflatable advertising, etc. (Entities that lease commercial or research property from the college may be excluded. However, the college may in these leases include provisions that will assist in its effort to promote legal and safe use of alcohol and to change the culture that perpetuates alcohol and other drug misuse and abuse.)

Alcohol promotional activities including advertising shall not be associated with otherwise existing campus events, programs, or campus organizations functions on or off-campus. This includes, but is not limited to, such items as: cups, t-shirts, beverage can coolers, and any other items carrying alcohol/beer advertising.

Advertising of alcoholic beverages shall not appear in campus controlled or affiliated publications (including campus affiliated Web sites). Advertising of establishments that sell alcohol may appear and must adhere to the following guidelines.

- Advertising of establishments that sell alcohol shall not include brand names, logos, prices, visual images or verbal phrases that refer to consumption of alcoholic beverages.

- Advertising of establishments that sell alcohol shall not encourage any form of alcohol abuse nor shall it promote alcohol specials such as two for ones, happy hour drink specials, or any ads that encourage rapid and excessive consumption of alcohol.

Advertising of establishments that sell alcohol shall not portray drinking as a solution to personal or academic problems or as necessary to social, sexual or academic success.

Advertising of establishments that sell alcohol shall not associate consumption of alcoholic beverages with the performance of tasks that require skilled reactions such as the operation of motor vehicles or athletic performance.

Campus and Legal Sanctions

When students, student organizations, or employees violate college alcohol policy, they will be subject to campus sanctions. The campus sanctions process may proceed before, during, or after any pending civil or criminal proceedings are concluded. Since the campus sanctions are educational and/or managerial in nature, and not criminal proceedings, such simultaneous actions do not constitute double jeopardy and differing judgments may result.

Students may be subject to on campus sanctions for off campus alcohol/drug related behavior. The campus may receive reports regarding students from law enforcement and other agencies in the form of summons to court, reports of loud parties, minor in possession/minor consuming/under the influence, driving under the influence of alcohol/drugs or other similar alcohol and other drug violations.

Student Sanctions

Students found to be in violation may be subject to one or more of the following sanctions with consideration taken to prior conduct and violations and circumstances and details of the incident:

First Offence:

- Minimum \$100 fine to be applied to student account and to be paid within 2 weeks (14 days) of sanction being issued.
- Completion of E-check up to go (online survey exploring alcohol use) and verification of completion sent to the Director for Residence Life within 2 weeks (14 days) of sanction being issued.
- Minimum 5 hours community service as assigned by the Director for Residence Life to be completed within 2 weeks (14 days) of sanction being issued.
- Encouragement to see the WSC counselor based on severity of incident.

SECOND OFFENCE:

- Minimum \$200 fine to be applied to student account and to be paid within 2 weeks (14 days) of sanction being issued.

- Completion of an alcohol abuse prevention and harm reduction program for college students, such as CHOICES. To be completed at a time scheduled by the Director for Residence Life.
- Parental notification.
- Disciplinary probation in the form of a behavior contract discussed, agreed upon and signed by the student.
- Encouragement to see the WSC counselor based on severity of incident.

THIRD OFFENCE:

- Minimum \$400 fine to be applied to student account and to be paid within 2 weeks (14 days) of sanction being issued.
- Referral to an alcohol addiction counselor to develop a remediation plan.
- Parental notification.
- Disciplinary probation in the form of a behavior contract discussed, agreed upon and signed by the student.
- Eviction from on-campus housing.
- Suspension or dismissal from WSC.

ONE-TIME ONLY OFFENDERS:

Students who are issued a fine as a first time violation will have the opportunity to be rewarded their money back at the conclusion of the school year if they have not been subject to any further alcohol or disciplinary sanctions.

Failure to complete sanctions within a reasonable amount of time may result in a registration and/or graduation hold being placed on the student's account, or suspension.

Failure to complete sanctions within a reasonable amount of time may result in a registration and/or graduation hold being placed on the student's account, or suspension

Sanctions for Alcohol and Other Drug Violations in Classrooms, Shops or Labs

When students come to class chemically impaired will be held to the same standards as those defined above. The following additional sanctions may also be imposed.

- a. Exclusion from the class for a designated period of time to be determined by the faculty member in consultation with the division dean and/or vice president for student services;
- b. Expulsion (permanent removal) from the class.

Parental Notification

Parents or guardians of students under 21 may be contacted by a WSC Student Services administrator following alcohol and/or other drug related policy violations.

Student Organizations

Student organizations found in violation of city or state laws and college regulations involving the use or possession of alcohol/drugs are also subject to disciplinary action. In general, disciplinary penalties for student organizations are the same as those listed for individual students. However, it is possible that an offending student organization may be denied recognition or affiliation with the college as part of the disciplinary action. Advisors are expected to conduct themselves in accordance with college employee alcohol/other drug policy and policies when involved in any capacity (on and off campus) with student organizations, field trips and other related academic activities.

Employee Sanctions

As stated in SBHE policy 918, Williston State College employees shall not come to work or be at work, during normal work hours or other times when required to be at work, while under the influence of alcoholic beverages or as a result of the unlawful use of a controlled substance.

Any employee found in violations of the alcohol and other drug policy by their supervisors will be reported to the Human Resources Manager for consultation prior to action.

If an employee is convicted of violating any alcohol or other drug related statute while in the workplace, college sanctions may include:

1. Requiring the employee to participate in a drug assistance or rehabilitation program approved by the campus;
2. Disciplinary action for a violation of campus alcohol or drug policy up to and including termination of employment. Disciplinary action may include one or more of the following.
 - (a) Warning, reprimand, or probationary status;
 - (b) Ineligibility to receive the next available annual salary increase;
 - (c) Suspension without pay for up to five days;
 - (d) Termination of employment; or
 - (e) Any combination of the above sanctions.

NOTE: These sanctions need not necessarily be applied in numerical sequence. Any sanction may be chosen from this list for any offense, dependent upon its severity. Referral for prosecution also may be a result of any criminal violations.

The Law

Financial Aid Eligibility

A federal or state drug conviction can disqualify a student from receiving federal financial aid funds. The conviction must have occurred during a period of enrollment for which the student was receiving Title IV aid (i.e., Federal Pell Grant, Federal Perkins Loan, Federal Stafford Loan, etc.). Depending on whether the conviction was for sale or possession and if the student has previous offenses, the period of ineligibility can range from one year to an indefinite period. The student regains eligibility the day after the period of ineligibility ends or the student successfully completes a qualified drug rehabilitation program as defined in the Higher Education Amendments.

Local and State

Individuals in the state of North Dakota must be 21 years of age to buy, possess and/or consume alcohol. Person(s) providing alcohol to individuals under the age of 21 violate state law and may be cited for contributing to the delinquency of a minor among other possible citations depending on the circumstances. There are other important state laws and local rules relating to alcohol including driving under the influence (DUI) and open container. For a first DUI offense, violators are fined at least \$250 and are ordered to have an addiction evaluation. State Law and Williston City Ordinances prohibit driving under the influence of intoxicating liquor or controlled substances. State Law and Williston City Ordinances also prohibit open containers of alcohol in vehicles. It is important to note Williston City Ordinances also prohibit disorderly houses (loud gatherings). For more information on Williston City Ordinances, please see the City Auditor's page at: www.cityofwilliston.com/

North Dakota has adopted the Uniform Controlled Substances Act, which restricts the manufacture, transfer, and possession of narcotic drugs and other drugs that have a potential for abuse or that may lead to physical or psychological dependence. It is a

Class A felony to manufacture, deliver, or possess with intent to manufacture or deliver controlled substances such as methamphetamines or narcotic drugs such as opium or cocaine in North Dakota. Penalties for a Class A felony can be up to 20 years imprisonment and/or \$10,000 fine.

Possession of one-half ounce to one ounce of marijuana is a Class A misdemeanor. Possession of less than one-half ounce (14.175 grams) is a Class B misdemeanor. Inhaling vapors of a volatile chemical in a manner designed to create intoxication, hallucination, or elation is a Class B misdemeanor. Possession of drug paraphernalia for controlled substances other than marijuana is a Class C felony. Possession of drug paraphernalia for marijuana is a Class A misdemeanor. It is a Class A misdemeanor to advertise drug paraphernalia. Class A misdemeanors are punishable up to one year's imprisonment and/or \$2,000 fine. Class B misdemeanors are punishable up to 30 days' imprisonment and/or \$1,000 fine. A Class C felony is punishable up to five years' imprisonment and/or \$5,000 fine.

For more information go to: <http://www.legis.nd.gov/cencode/t05c01.pdf>.

Federal

Federal law provides criminal and civil penalties for unlawful possession or distribution of drugs and alcohol. See www.justice.gov/dea/pubs/csa/844a.htm for details on federal trafficking penalties for

controlled substance violations. Among incarceration and/or fines, there are federal laws allowing the forfeiture of property used in possession or to facilitate possession of a controlled substance. This could include homes, vehicles, boats, aircrafts and any other personal or real property. Fines could range up in the millions of dollars. One becomes ineligible to have firearms. One also becomes ineligible to receive federal benefits such as student loans and grants.

Appendix C

WSC Student Planner 2012-2013

Policy for the Use of Alcohol and Other Drugs

Williston State College, in accordance with North Dakota State Board of Higher Education Policy 918, prohibits the possession, sale, dispensation, use or consumption of alcoholic beverages and/or illicit drugs upon land or in buildings owned by the Board or its institutions. WSC policy further prohibits the display of alcoholic containers (empty or full) on campus.

To see WSC's complete Alcohol and Other Drug Policy, see the Student Code of Conduct, available in the Student Services Office or online at www.willistonstate.edu.

Possessions of alcoholic beverages or empty alcohol containers are prohibited anywhere on campus or in WSC residence facilities, including all residence halls and campus apartments regardless of occupants' age. Possession of drug paraphernalia is prohibited, unless prescribed for medical use.

A student who has been convicted of any offense under Federal or State Law involving the possession or sale of a controlled substance will not be eligible to receive certain grants, loan or work assistance from the time of conviction through a period of ineligibility. Eligibility may resume prior to the end of the ineligibility period if rehabilitation requirements are completed as outlined in the Higher Education Opportunity Act.

Parents or guardians of students under the age of 21 may be contacted by a WSC Student Services administrator following alcohol and/or other drug related policy violations.

Students found in violation of the college alcohol and other drug policy may be subject to one or more of the following sanctions:

1. Monetary fine and required hours of community restitution, along with completion of an online educational program.
2. Monetary fine and required hours of community restitution, along with required consultation with WSC Counselor.
3. Substance abuse evaluation
4. Parental notification
5. Eviction from college housing for students living on campus
6. Suspension or dismissal from WSC.

Failure to complete sanctions with a reasonable amount of time, as determined by the Vice President for Student Services, may result in a registration and/or graduation hold being placed on the student's account or suspension from WSC.

Appendix D

Williston State College Alcohol and Other Drug Policy

Distribution Rationale and Plan

Policy Distribution and Notification

In accordance with the 1989 amendments to the Drug-Free Schools and Communities Act, as articulated in the Education Department General Administrative Regulations (EDGAR) Part 86 (Drug Free Schools and Campuses Regulations) each year Williston State College attempts to ensure every student, faculty member and staff person is informed about Williston State College's alcohol and other drug policies.

An e-mail including the full text of the policy is sent out annually over the official student, faculty and staff listservs regarding the policies and where they can be found.² For the small percentage of students and employees without email addresses, an attempt is made to mail a paper copy of the policy.

Paper copies of the policies are also available in the Student Services Office, Stevens Hall, Room 105E. For more information on policy notification procedures, please contact the Executive Director for Student Services at 701 774-4553.

2011-2012 Distribution Timeline		
Date	Action	Responsibility
September 4, 2014	E-Mail sent to all students containing "WSC Alcohol and Other Drug Policy"	Executive Director for Student Services
September 4, 2014	E-Mail sent to all employees containing "WSC Alcohol and Other Drug Policy"	Human Resources Manager
Ongoing	Paper Copies of "WSC Alcohol and Other Drug Policy" are available in the Student Services Office (Stevens Hall 105E)	Executive Director for Student Services
January 13, 2015	E-Mail sent to all students containing "WSC Alcohol and Other Drug Policy"	Executive Director for Student Services
January 13, 2011	E-Mail sent to all employees containing "WSC Alcohol and Other Drug Policy"	Human Resources Manager
(Friday of first week of June session)	E-Mail sent to all students containing "WSC Alcohol and Other Drug Policy"	Executive Director for Student Services
(Friday of first week of July session)	E-Mail sent to all students containing "WSC Alcohol and Other Drug Policy"	Executive Director for Student Services

² As stated in WSC Policy: "Upon enrollment at WSC, every student is issued an official Williston State College email address. This college email address is considered the official means of communication, and will be used for all notices, general bulletins, and other communications, including mandated provision of consumer information. WSC exercises the right to send e-mail communication to students and expects that e-mail communication is received and read by students in a timely manner."

Appendix E

WILLISTON STATE COLLEGE

ND University System Part 86 Compliance Checklist

Part 86, Drug-Free Schools and Campuses Regulations Compliance Checklist

Does the institution maintain a copy of its drug prevention program? Yes No

If yes, where is it located?

A copy of WSC's alcohol and other drug prevention program is available in the Student Services Office, Room 110, Steven's Hall.

Does the institution provide *annually to each employee and each student*, who is taking one or more classes for any type of academic credit except for continuing education units, written materials that adequately describe and contain the following?

Standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as a part of its activities

Students: Yes No Staff and Faculty: Yes No

WSC prohibits the unlawful or unauthorized use, possession, storage, manufacture, distribution, or sale of alcoholic beverages and any illicit drugs or drug paraphernalia in campus buildings, any public campus area, in campus housing units, in college vehicles, or at any college affiliated events held on or off-campus, which are sponsored by students, employees and their respective campus organizations. For WSC employees, compliance with this policy is a term and condition of employment. For WSC students and student organizations, compliance with this policy is a term and condition of continued enrollment/organizational registration.

A description of the health risks associated with the use of illicit drugs and the abuse of alcohol

Students: Yes No Staff and Faculty: Yes No

Health Risks of Alcohol and Other Substances

In this section you will find a list of commonly misused drugs and their effects, this is meant to be an overview and is not an exhaustive list.

Alcohol

Alcohol consumption causes a number of impairments including changes in behavior and normal body function. Even low doses significantly impair judgment, coordination, and mental function thus increasing the risks of accidents and injuries. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses taken acutely can cause respiratory depression and even death. Statistics show that alcohol use is involved in a majority of violent behaviors on college campuses, including acquaintance rape, vandalism and fights. Additional consequences include DUI arrests and serious or fatal car crashes. Continued abuse may lead to dependency, which can cause permanent damage to vital organs and deterioration of a healthy lifestyle.

Amphetamines

Amphetamines can cause a rapid or irregular heartbeat, tremors, and convulsions, loss of coordination, collapse, and death. Heavy users are prone to irrational acts.

Cannabis (marijuana, hashish)

The use of marijuana may impair or reduce short-term memory and comprehension, alter sense of time, and reduce coordination and energy level. Users often have a lowered immune system and an increased risk of lung cancer. The active ingredient in marijuana, THC, is stored in the fatty tissues of the brain and reproductive system for a minimum of 28 to 30 days.

Club Drugs

Club drugs are drugs such as MDMA (Ecstasy), Rohypnol, GHB, LSD, and methamphetamine and others, which are used at all-night parties such as trances or raves, dance clubs and bars. These party drugs, particularly when mixed with alcohol, can cause serious health problems, injuries, or even death.

Cocaine/Crack

Cocaine users often have a stuffy, runny nose and may have a perforated nasal septum. The immediate effects of cocaine use include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature, followed by depression. Crack, or freebase rock cocaine, is extremely addictive and can cause delirium, hallucinations, blurred vision, severe chest pain, muscle spasms, convulsions, and even death.

Hallucinogens

Lysergic acid (LSD), mescaline, and psilocybin cause illusions and hallucinations. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects, or flashbacks, can occur even when use has ceased. Phencyclidine (PCP) affects the section of the brain that controls the

intellect and keeps instincts in check. Because the drug blocks pain receptors, PCP episodes may result in self-inflicted injuries, violence and aggressive behavior toward others.

Heroin

Heroin is an opiate drug that causes the body to have diminished pain reactions. Overdoses of this highly addictive drug can result in coma or death due to respiratory failure or cardiovascular collapse.

To find out more about these commonly abused agents and other substances of abuse not listed here, go to www.drugabuse.gov/DrugPages/DrugsofAbuse.html.

A description of applicable legal sanctions under local, state, or federal law

Students: Yes No Staff and Faculty: Yes No

Local and State

Individuals in the state of North Dakota must be 21 years of age to buy, possess and/or consume alcohol. Person(s) providing alcohol to individuals under the age of 21 violate state law and may be cited for contributing to the delinquency of a minor among other possible citations depending on the circumstances. There are other important state laws and local rules relating to alcohol including driving under the influence (DUI) and open container. For a first DUI offense, violators are fined at least \$250 and are ordered to have an addiction evaluation. State Law and Williston City Ordinances prohibit driving under the influence of intoxicating liquor or controlled substances. State Law and Williston City Ordinances also prohibit open containers of alcohol in vehicles. It is important to note Williston City Ordinances also prohibit disorderly houses (loud gatherings). For more information on Williston City Ordinances, please see the City Auditor's page at: www.cityofwilliston.com/

North Dakota has adopted the Uniform Controlled Substances Act, which restricts the manufacture, transfer, and possession of narcotic drugs and other drugs that have a potential for abuse or that may lead to physical or psychological dependence. It is a Class A felony to manufacture, deliver, or possess with intent to manufacture or deliver controlled substances such as methamphetamines or narcotic drugs such as opium or cocaine in North Dakota. Penalties for a Class A felony can be up to 20 years imprisonment and/or \$10,000 fine.

Possession of one-half ounce to one ounce of marijuana is a Class A misdemeanor. Possession of less than one-half ounce (14.175 grams) is a Class B misdemeanor. Inhaling vapors of a volatile chemical in a manner designed to create intoxication, hallucination, or elation is a Class B misdemeanor. Possession of drug paraphernalia for controlled substances other than marijuana is a Class C felony. Possession of drug paraphernalia for marijuana is a Class A misdemeanor. It is a Class A misdemeanor to advertise

drug paraphernalia. Class A misdemeanors are punishable up to one year's imprisonment and/or \$2,000 fine. Class B misdemeanors are punishable up to 30 days' imprisonment and/or \$1,000 fine. A Class C felony is punishable up to five years' imprisonment and/or \$5,000 fine.

For more information go to: <http://www.legis.nd.gov/cencode/t05c01.pdf>.

Federal

Federal law provides criminal and civil penalties for unlawful possession or distribution of drugs and alcohol. See www.justice.gov/dea/pubs/csa/844a.htm for details on federal trafficking penalties for controlled substance violations. Among incarceration and/or fines, there are federal laws allowing the forfeiture of property used in possession or to facilitate possession of a controlled substance. This could include homes, vehicles, boats, aircrafts and any other personal or real property. Fines could range up in the millions of dollars. One becomes ineligible to have firearms. One also becomes ineligible to receive federal benefits such as student loans and grants.

A description of applicable counseling, treatment, or rehabilitation or re-entry programs

Students: Yes No Staff and Faculty: Yes No

Alcohol and/or other drug counseling treatment may be arranged through the Williston State College Student Services Office by calling (701 774-4554) or by calling Northwest Human Services Center (701)774-4600 or <http://www.nd.gov/dhs/locations/regionalhsc/northwest/index.html>

A clear statement of the disciplinary sanctions the institution will impose on students and employees, and a description of those sanctions

Students: Yes No Staff and Faculty: Yes No

When students, student organizations, or employees violate college alcohol policy, they will be subject to campus sanctions. The campus sanctions process may proceed before, during, or after any pending civil or criminal proceedings are concluded. Since the campus sanctions are educational and/or managerial in nature, and not criminal proceedings, such simultaneous actions do not constitute double jeopardy and differing judgments may result.

Students may be subject to on campus sanctions for off campus alcohol/drug related behavior. The campus may receive reports regarding students from law enforcement and other agencies in the form of summons to court, reports of loud parties, and minor in possession/minor consuming/under the influence, driving under the influence of alcohol/drugs or other similar alcohol and other drug violations.

Student Sanctions

Students found in violation of the college alcohol/drug policy in that process outlined in Section V may be subject to one or more of the following sanctions and requirements:

- a. \$50 fine and 10 hours of community restitution, along with completion of an online educational program through the WSC Student Services Office.*
- b. \$100 fine and required consultation (minimum of two sessions) with a WSC Student Services staff member to complete an educational program (BASICS), and 10-20 hours of community restitution.*
- c. Substance abuse evaluation and compliance with subsequent treatment/intervention as may be indicated.*
- d. Parental notification.*
- e. Eviction from college housing for students living on campus.*
- f. Suspension or dismissal from WSC.*

Failure to complete sanctions or requirements within a reasonable amount of time may result in a registration and/or graduation hold being placed on the student's account, or suspension from WSC.

Sanctions for Alcohol and Other Drug Violations in Classrooms, Shops or Labs

When students come to class chemically impaired will be held to the same standards as those defined above. The following additional sanctions may also be imposed.

- c. Exclusion from the class for a designated period of time to be determined by the faculty member in consultation with the division dean and/or vice president for student services;*
- d. Expulsion (permanent removal) from the class.*

Parental Notification

Parents or guardians of students under 21 may be contacted by a WSC Student Services administrator following alcohol and/or other drug related policy violations.

Student Organizations

Student organizations found in violation of city or state laws and college regulations involving the use or possession of alcohol/drugs are also subject to disciplinary action. In general, disciplinary penalties for student organizations are the same as those listed for individual students. However, it is possible that an offending student organization may be denied recognition or affiliation with the college as part of the disciplinary action. Advisors are expected to conduct themselves in accordance with college employee alcohol/other drug policy and policies when involved in any capacity (on and off campus) with student organizations, field trips and other related academic activities.

Employee Sanctions

As stated in SBHE policy 918, Williston State College employees shall not come to work or be at work, during normal work hours or other times when required to be at work, while under the influence of alcoholic beverages or as a result of the unlawful use of a controlled substance.

Any employee found in violations of the alcohol and other drug policy by their supervisors will be reported to the Human Resources Manager for consultation prior to action.

If an employee is convicted of violating any alcohol or other drug related statute while in the workplace, college sanctions may include:

- 1. Requiring the employee to participate in a drug assistance or rehabilitation program approved by the campus;*
- 2. Disciplinary action for a violation of campus alcohol or drug policy up to and including termination of employment. Disciplinary action may include one or more of the following.*
 - (a) Warning, reprimand, or probationary status;*
 - (b) Ineligibility to receive the next available annual salary increase;*
 - (c) Suspension without pay for up to five days;*
 - (d) Termination of employment; or*
 - (e) Any combination of the above sanctions.*

NOTE: These sanctions need not necessarily be applied in numerical sequence. Any sanction may be chosen from this list for any offense, dependent upon its severity. Referral for prosecution also may be a result of any criminal violations.

Are the above materials distributed to students in one of the following ways?

Mailed to each student (separately or included in another mailing)

Yes No

Through campus post offices boxes

Yes No

Class schedules which are mailed to each student

Yes No

During freshman orientation

Yes No

AOD policies are discussed with all new students (including freshmen) during orientation sessions, at which time they are made aware of policies, sanctions, and available resources for assistance with problems related to alcohol and other drug use.

During new student orientation

Yes No

AOD policies are discussed with new students during orientation sessions, at which time they are made aware of policies, sanctions, and available resources for assistance with problems related to alcohol and other drug use.

In another manner (describe)

Yes No

Each student receives an e-mail from the Executive Director for Student Services which contains the full text of the WSC Alcohol and Other Drug Policy. This e-mail is sent out early fall semester (after last day to register for classes), early spring semester, and at the beginning of each summer session.

Do the means of distribution provide reasonable assurance that each student receives the materials annually?

Yes No

Upon enrollment at WSC, every student is issued an official Williston State College email address. This college email address is considered the official means of communication, and will be used for all notices, general bulletins, and other communications, including mandated provision of consumer information.

Does the institution's distribution plan make provisions for providing these materials to students who enroll at some date after the initial distribution?

Yes No

The policy is distributed at the start of every semester and summer session via official campus email listservs.

Are the above materials distributed to staff and faculty in one of the following ways?

Mailed

Staff: Yes No Faculty: Yes No

Through campus post office boxes

Staff: Yes No Faculty: Yes No

During new employee orientation

Staff: Yes No Faculty: Yes No

A copy of the WSC Alcohol and Other Drug Policy is distributed as part of the new employee orientation packet.

In another manner (*describe*)

The policy is distributed to all employees and students at the start of every semester and summer session via official campus email listservs. It is also presented to employees during in-service week activities at the start of every academic year.

Do the means of distribution provide reasonable assurance that each staff and faculty member receives the materials annually?

Staff: Yes No Faculty: Yes No

Because the policy is distributed at multiple times throughout the year, we believe every employee is receiving this information at least once; but, in most cases, multiple times.

Does the institution's distribution plan make provisions for providing these materials to staff and faculty who are hired after the initial distribution?

Staff: Yes No Faculty: Yes No

Upon hire, all new faculty and staff receive alcohol and other drug policy as part of the orientation process.

In what ways does the institution conduct biennial reviews of its drug prevention program to determine effectiveness, implement necessary changes, and ensure that disciplinary sanctions are enforced?

Conduct student alcohol and drug use survey

Yes No

The Core Alcohol and Drug Survey was developed to measure alcohol and other drug usage, as well as attitudes and perceptions among college students attending two and four year institutions, nationwide. This survey is administered every other year (2003, 2005, 2006, 2008, 2010, 2012, 2014) in an attempt to measure drinking and drug use behaviors, as well as their perceptions of the norms surrounding alcohol use among students.

Conduct opinion survey of its students, staff, and faculty

Students: Yes No Staff and Faculty: Yes No

As part of the NDUS Accountability measures, employees and students are surveyed on a regular, on-going basis.

Evaluate comments obtained from a suggestion box

Students: Yes No Staff and Faculty: Yes No

Conduct focus groups

Students: Yes No Staff and Faculty: Yes No

Students, faculty, staff, and the community are invited to attend and participate in focus group discussions at various times of the year.

Conduct intercept interviews

Students: Yes No Staff and Faculty: Yes No

Assess effectiveness of documented mandatory drug treatment referrals for students and employees

Students: Yes No Staff and Faculty: Yes No

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

Students: Yes No Staff and Faculty: Yes No

With the start of the 2010-2011 academic year, the Executive Director for Student Services will begin tracking repeat student offenses to determine the effectiveness of the WSC sanctioning process for students.

Who is responsible for conducting these biennial reviews?

The person responsible for conducting the biennial review is Heather Fink, Executive Director for Student Services, Williston State College, 1410 University Ave., Williston, ND 58801

If requested, has the institution made available, to the Secretary and the public, a copy of each requested item in the drug prevention program and the results of the biennial review?

Yes No NA

Where is the biennial review documentation located?

Biennial review documentation is available in the Office of the Executive Director for Student Services, Williston State College, Room 105E Stevens Hall, 1410 University Ave., Williston, ND 58801

