

UNIVERSITY OF JAMESTOWN

# Drug-Free Schools and Campuses Act

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Biennial Review of Alcohol and Other Drug Policies  
and Programs

**Submitted by Gary Van Zinderen  
3/5/2015**

The Drug-Free Schools and Campuses Regulations require Institutions of Higher Education to review their Alcohol and Other Drug (AOD) - programs and policies every two years. The required review has two objectives: (1) to determine the effectiveness of, and to implement any needed changes to, the AOD program; and (2) ensure that the disciplinary sanctions for violating standards of conduct are enforced consistently.

The biennial review includes:

- (1) Descriptions of the ATOD program elements
  - a. Alcohol – Free Options
  - b. Normative Environment
  - c. Alcohol Availability
  - d. Marketing and Promotion of Alcohol
  - e. Policy Development and Enforcement
- (2) A statement of TAOD program goals and a discussion of goal achievement
- (3) Summaries of ATOD program strengths and weaknesses, opportunities and threats
- (4) Procedures for distributing ATOD policy to students and employees
- (5) Copies of the policies distributed to the students and employees
- (6) Recommendations for revising ATOD programs

#### **A. Description of the AOD Program Elements**

- a. **Alcohol Free Options:** Alcohol-Free options for students are planned consistently with the Student Activities Committee and the Residence Hall staff. The following is a list of events being held this year at University of Jamestown:

#### **August**

- 26 – Pinterest Night (L2)
- 26 – Student Organization Fair (Allen Field)
- 27 - Grocery Bag Bingo (L2)
- 28 - Block Party (Downtown Jamestown)
- 29 – Welcome Back Dance ft. Scratch and Bang (Hanson Center)

## **September**

2-5 – UJ Family Connections (L1)

5 – Ultimate Frisbee and Bonfire (Allen Field)

12 – Performer John Cassidy (DeNault Auditorium)

13 – S'mores and bonfire (Kroeze Courtyard)

18 – Real Life Mario Kart Race (Around campus)

20 – Glow in the Dark Games (Allen Field)

22 – Homecoming Week: Knight in Shining Armor (DeNault Auditorium)

23 – Homecoming Week: Photo Scavenger Hunt (all campus)

24 – Homecoming Week: Hypnotist Fred Winters (DeNault Auditorium)

26 – Homecoming Week: Coronation (Vorhees Chapel)

27 – Homecoming Week: Street Fair (Allen Field) Football vs. Valley City; Homecoming Dance (L2)

## **October**

4 – Poker Tournament (L2)

10 – Retro Video Games (L2)

23 – Life Sized Board Games (L2)

27 – Pumpkin Painting/Carving (L2)

28 – Guess the Cauldron (L1)

29 - Halloween Coloring (L1)

31 – Haunted House (Sorkness Hall)

## **November**

- 1 – Halloween Dance (L2)
- 14 – Murder Mystery Etiquette Dinner (L2)
- 20 – Comedian Pete Lee (DeNault Auditorium)

## **December**

- 2 – Holiday Baking (L2)
- 4 – TBD Art Workshop (L2)
- 10 – Charades and music games (L2)
- 15 - 18 – Stress Free Zone in L1 (L1)

## **March**

- 3/4 - Comedian Sammy Obeid
- 3/19 - Speaker Michel Chikwanine
- 3/21 - Semi-formal dance

## **April**

- 4/7-10 - Water elimination
- 4/8 - Tye-dye shirt night
- 4/9 - Iron Chef dining center contest
- 4/11 - Jimmie Jive Dance
- 4/21 - Pillow making night
- 4/24 - 90's nostalgia night

## **Club/Organizations**

- Alpha Chi (Honor Society)
- Alpha Mu Gamma (Foreign Language Honor Society)
- Ambassadors
- Art Club
- Athletes in Action (AIA)
- Lambda Pi Eta (Communication Honor Society)
- Criminal Justice Club
- Dura Lex Sed Lex (DLSL) (Law Academic Society)

Exercise Science Club

Fellowship of Athletes in Christ

Grace on Campus

Habitat for Humanity

History Club

Ignition (Christian Fellowship Club)

International Student Organization (ISO)

Intramural Sports (Flag Football, Volleyball and Basketball)

Jimmie Janes (Women's Social Organization)

Knight Society (Men's Social Organization)

National Association for Music Education (JC NAFME)

Nursing Student Association (NSA)

Phi Beta Lambda (PBL) (Business Education Academic Society)

Pi Lambda Theta (Education Honor Society)

Plain Song (Literary Magazine)

PRISM

Psi Chi (Psychology Honor Society)

Relay for Life

Roots (Christian Outreach Club)

Science Club

Sigma Theta Tau - Xi Kappa Chapter (Nursing Honor Society)

Student Activities Committee (SAC)

Student Media Center (The Collegian, Jamestown College's student newspaper; student television station JCTV 16 and student radio station, KJKR)

Student North Dakota United (SNDU)

Student Psychology Association (SPA)

Student Senate

Students of Service (SOS)

Young Democrats

**Normative Environments:** University of Jamestown is an alcohol and tobacco free campus. Our campus policies include the expectation that the campus is alcohol and tobacco free. Sanctions are in place and are regularly and consistently enforced by the university. Preferential treatment is not given to any group of students. Each student found in violation of the campus alcohol policy is referred to the judicial process. University of Jamestown is a member of the NAIA Champions of Character program and student athletes who are found to be in violation of the alcohol or tobacco policy are referred to their coach and the University athletic. Students who are first time violators of the campus alcohol policy are required to take an on-line alcohol education course entitled, "Alcohol Wise". University of Jamestown has just opened a new wellness center and will be emphasizing more student wellness programs that will blend curricular and co-curricular lines across campus.

Other University of Jamestown prevention efforts:

- RHD/RA training on binge drinking and alcohol poisoning
- ND Partners in Prevention Grant events
- Knight Society Jazz Night Dance and Mock-tails
- Pro-health message: Impaired Driving Simulator
- Pro-health message: Road to China dinner and speaker

#### **b. Alcohol Availability**

- University of Jamestown is an alcohol free campus (see the Campus Drug Free Policy and Student Conduct Policy in the appendix) Exceptions to the policy are granted on a case by case basis and only by the President.

### **University of Jamestown Alcohol Policy**

On campus possession of alcoholic beverages is prohibited. This includes public areas as well as campus buildings. Alcohol is prohibited at official University student functions (i.e., sporting events, dances, etc.). The student assumes a risk when he / she choose to have or use alcohol on campus.

1. In an effort to protect students' rights and their living environment, students visibly

intoxicated on campus will be considered in violation of the campus alcohol policy. The following are some of the criteria that will be used in determining whether a student will be cited for public intoxication: passing out, public vomiting, needing assistance in finding his / her room, inability to stand and urinating in public. The student will be assessed the appropriate disciplinary sanctions for violation of the campus alcohol policy by the Dean of Students. The criteria for public intoxication listed is a guideline for the staff, but is not limited to the criteria listed. In addition, any student reported as intoxicated on campus will meet with the Dean of Students for possible referral for an alcohol evaluation and counseling.

2. Guests in a room where alcohol is present will be considered in violation of the campus alcohol policy. All students in violation of the alcohol policy will be notified by the Dean of Students.
3. Room residents are always in violation of the alcohol policy if they are in their room and evidence of alcohol is present. Residents not present may or may not be considered in violation depending on the circumstances of the incident.
4. All persons in a room where alcohol or empty containers are present will be considered in violation of the alcohol policy, as will persons in a vehicle on campus where alcohol is found. In cases where excessive numbers of students or excessive amounts of alcohol are present additional disciplinary action may be taken by the Dean of Students.
5. Each resident is responsible for what happens in his or her assigned room. If a room is left unlocked and a violation occurs, the resident(s) of the room may also face disciplinary action. All students are encouraged to lock their doors for the safety of their possessions and to prevent unnecessary involvement in disciplinary sanctions.
6. The Athletic Director will be notified of all athletes who violate the campus alcohol policy.
7. Parents may be notified if the student is under 21 and the alcohol violations are considered serious enough to interfere with the student's academic success.
8. Alcohol Detector: The alcohol detector may be used when several students are in a room and alcohol is present and one or more of the students say they have not been drinking. Upon request of the student, the residence hall staff would ask campus security to come to the room and confirm that the students have or have not been drinking.

**c. Marketing and Promotion of Alcohol**

Advertising of parties, and drink specials for students and the general public, (i.e. happy hours, 2 for 1, ladies drink free etc.) is prohibited on campus including; bulletin boards, flyers in parking lots and in the campus newspaper. Any unapproved flyers or flyers on cars are removed and letters sent to the persons responsible for the advertising, informing them of the campus policy.

**d. Policy Development**

University of Jamestown requires all first and second year students live on campus. There are exceptions provided for this policy.

University of Jamestown experiences on average 40 to 50 alcohol related incidents involving approximately 80 to 90 students per academic year.

## **Disciplinary Actions**

Students who violate University policies on campus or at official campus functions will receive fines based on the gravity and type of violation. An official University function is (a) one that involves expenditure of University funds; and / or (b) one that is represented as a University of Jamestown student event.

**Listed below are the points/fines assessed to the most common violations:**

- Assault: possible removal from campus housing
- Use of illegal drugs: possible removal from campus housing.
- Alcohol: First offense - \$65 fine and “Alcohol Wise” educational program
- Alcohol: Second offense - \$150 fine and possible campus service hours
- Alcohol: Third offense- \$200 fine, possible removal from housing and addiction counseling
- Vandalism: cost to repair plus possible fine
- Smoking / Chewing Tobacco: 5 points

All fines must be paid by the date indicated in the sanction letter or the amount assessed will be doubled and added to the student's account at the Business Office.

Alcohol offenses will be handled by the Dean of Students. Students with two alcohol offenses on-campus may be required to attend an alcohol education class.

Students arrested for an alcohol violation on campus property or at an official University function will be subject to both University and local police consequences.

Student athletes in violation of the campus alcohol policy and/or in violation of state laws off campus may also be subject to disciplinary action by the Athletic Department.

## **B. Statement of ATOD Program Goals and Discussion of Goal Achievement**

The Student Affairs Committee serves as the University of Jamestown Alcohol Tobacco and Other Drug (ATOD) Task force and is made up of staff, faculty, administration, students. The current membership includes the following;

Gary Van Zinderen

Dean of Students

Jenna Brehm	Director of Student Life/Director of Residence Life
John Lynch	Director of Student Activities/Conference Services
Lawrie Paulson	Athletic Director
Rachel Nyhus	Student Representative/ Student Senate Rep.
Dr. Ben Kirkeby	Faculty Department of Psychology
Lori Listopad	Student Support Services

The University of Jamestown Student Affairs Committee is currently undertaking a full revision and update to the campus alcohol and conduct code with the goal of being more proactive and inclusive of student involvement in prevention efforts and adjudication of campus violations.

### **C. A Statement of AOD Program Goals and a Discussion of Goal Achievement**

#### **a. Goals**

- **Coordinate ATOD Efforts on Campus (and Implement ATOD Task Force)**

University of Jamestown has determined relevant team members for the ATOD task force. Members have agreed to meet regularly. The ATOD task force will complete a strengths and weakness assessment. From the weaknesses identified, the team will collectively prioritize goals for the ATOD group and are working on determine strategies to implement in order to meet the goals.

**Goals identified include:**

- \*To coordinate ATOD efforts on campus
- \*Create an accurate perception of use/non-Use of alcohol, tobacco and other drugs on campus.
- \*Ensure that alcohol policies and sanctions are distributed according to federal guidelines.

\*Ensure that alcohol policies and sanctions are fairly adjudicated according to campus policies.

\*Provide information to parents of incoming students about the Campus Drug Free Policy and Parental Notification

\*To increase student involvement and participation in prevention efforts.

**• Provide Information to Parents of Incoming Students the Campus Drug Free Policy and Parental Notification**

This goal has been met, as parents are provided the Campus Drug Free Policy and also provided information on parental notification during Parents' Orientation each fall.

**• Ensure that Alcohol policies and sanction are distributed according to biennial review guidelines.**

Every student who registers and faculty and staff are provided a University of Jamestown email address by which they receive official University correspondence including sanctions for violating University alcohol policies. The polices are printed in student handbooks (which are also available on line, and are distributed to students living in residence halls and to students who attend our mandatory orientation. At orientation parents receive information regarding the issue of alcohol on campus and have the opportunity to have their questions answered.

**D. Summaries of AOD Program Strengths and Weaknesses**

<b>Strengths</b>	<b>Weaknesses</b>
-Marketing of alcohol is not allowed on campus.	-Introduction level prevention education to incoming students or parents.

<ul style="list-style-type: none"> <li>-Excellent working relationship with local Jamestown Police Department.</li> <li>-Student involvement; Student Orientation Leaders organize and perform educational skits during orientation.</li> <li>-Alcohol free programming done by several groups on campus.</li> <li>-Concerned staff and faculty for students' well being and safety.</li> <li>- The alcohol Policies and sanctions were distributed to students in the student handbook each Fall semester. In addition Resident staff review and discuss all alcohol police with students in residence meetings at the beginning of the semesters.</li> <li>-Every student who registers and all faculty and staff are given a University of Jamestown email address and students must check that email to receive official University correspondence.</li> <li>-They policies are printed in the Student Handbook which is available on –line and in print form. It is distributed in print form to all students living in the residence halls as indicated above.</li> <li>- Currently our parental notification policy is based upon the severity and or number of alcohol incidents and at the discretion of the Dean of Students. At Orientation, parents received information regarding the issue of alcohol on campus and had the opportunity to get questions answered. They were encouraged to talk with their child about</li> </ul>	<ul style="list-style-type: none"> <li>-Low student participation in prevention programming.</li> <li>-Insufficient resources for the overall coordination for alcohol prevention and programming efforts.</li> <li>-ND culture may promote alcohol use and or tolerance for certain behavior.</li> <li>-Low active Campus Alcohol task force.</li> <li>-Potential decrease in retention due to alcohol related issues.</li> <li>-To continue to meet and develop a plan for the alcohol needs of the campus.</li> <li>- Continue to distribute the policies regularly to the students, faculty and staff.</li> <li>- Continue to strive for educational opportunities for students regarding AOD issues.</li> <li>-AOD Task Force (Student Affairs Committee) to become more active.</li> <li>-Method to distribute policies and sanctions to parents.</li> <li>-Method to distribute Alcohol Policies and sanctions per biennial guidelines to students via e-mail each semester.</li> <li>-The need for an active liaison with consortium that will give presentations on campus.</li> <li>-Prevention Efforts with greater student participation.</li> <li>-Currently students have minimal participation in prevention programs on campus</li> <li>-Lack of staff time may be a difficult for engaging students and faculty in <i>programs</i></li> </ul>
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<p>alcohol use.</p> <ul style="list-style-type: none"> <li>-During Parent Orientation, important discussion points and suggestions for parents on how to approach talking with their children are presented and reviewed in small group format lead by the Dean of Students.</li> <li>- We have student representation on the AOD (Student Affairs Committee) task force.</li> <li>-Diverse AOD Task Force</li> <li>-Active liaison with consortium that will give presentations on campus.</li> <li>-Computer based wellness screening.</li> <li>-Web-based alcohol education screening program as a integral part of sanctions.</li> <li>-We have Addiction Studies, Psychology, Social Work, and Nursing programs that have students who will benefit from exposure to and participation in prevention programs</li> <li>-These programs also have professors that have expertise in addictions.</li> <li>-Participation of staff and faculty on Campus wellness committee, whose mission is to plan and engage the campus in ongoing wellness programs.</li> </ul>	<p>-Other duties may prevent them from being involved</p>
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**E. AOD Policy**

**a. Policy Content**

- The Drug Free Campus Policy including the health risks, applicable legal sanctions, possible treatment agency information and disciplinary measures, is distributed to students at orientation and in the Residence Hall. In addition, it is distributed to all new staff and faculty at orientation

and is available on the campus web site in the Human Resource policies and the Student Handbook. The residence Hall handbook and bulletin boards in the residence halls also contain policy information regarding the use of alcohol and drug.

**b. Policy Distribution**

- The Student Handbook features the Drug Free Campus Policy. The Faculty/Staff Handbook features the Drug Free Workplace Act. AOD policies, sanctions, fines, health risks and resources are featured in the handbooks.
- The drug free campus policy is distributed in print to all new staff and faculty at University of Jamestown.

**F. Recommendations for Revising ATOD Prevention Programs**

Recently the ATOD task force has begun revising the student conduct code, included will be a full review and update of the on-campus sanctioning as judicial process.

Annually, the ATOD task force will individually as well as collectively assess the weaknesses and strengths of the prevention efforts on campus. From this generated list goals will be prioritized. Strategies to address the goals will be determined. This strategic planning process will be ongoing. .

## University of Jamestown Crime Report

### Student Conduct Twelve Year Alcohol Comparison

	<b>Incidents</b>	<b># Males</b>	<b># Females</b>	<b>Total</b>	<b>Off Campus</b>
2011-12	42	68	38	106	21
2010-11	33	35	24	59	10
2009-10	23	62	21	83	12
2008-09	40	77	30	107	18
2007-08	45	58	45	103	44
2006-07	27	33	13	46	43
2005-06	45	85	45	130	44
2004-05	38	38	19	57	58
2003-04	64	89	34	123	59
2002-03	54	64	41	105	59
2001-02	52	59	31	90	37
2000-01	45	58	26	84	64

### Two year comparison

<b>Location</b>	<b>2011</b>	<b>2012</b>	<b>Day of Week</b>	<b>2012</b>	<b>Class</b>	<b>2011</b>	<b>2012</b>
Prentice	1	2	Sunday	0	Freshman	13	24
Seibold	2	4	Monday	0	Sophomore	9	15
Nierling	0	2	Tuesday	0	Junior	2	2
Campus							
Grounds	0	2	Wednesday	1	Senior	0	2
Wilson	0	0	Thursday	5			
Watson	4	0	Friday	4	<b>Total</b>	24	43
Kroeze	2	2	Saturday	2			
Football Field	0	0					
Level 2	0	0					
Hansen Center							

**Drug Violations on campus:**

	<b>Incidents</b>	<b># Males</b>	<b># Females</b>
2011-12	<b>4</b>	<b>6</b>	<b>0</b>
2010-11	<b>3</b>	<b>4</b>	<b>0</b>

**ANNUAL FIRE SAFETY REPORT**

**2011-2012**

The following is the University of Jamestown fire safety report for the 2011-2012 academic year. This report will cover the following areas: fire statistics; descriptions of each on-campus student housing facility fire safety system; number of mandatory supervised fire drills, policies/rules on portable electrical appliances, smoking and open flames in a student housing facility; procedures for student housing evacuation in the case of a fire, policies regarding fire safety education and training programs provided to students/faculty/staff; list of titles of persons/organizations to which students should report that a fire occurred; and plans for future improvements in fire safety, if determined necessary by the institution.

**Fire Statistics:** There were no fires in University of Jamestown residence halls during the 2012-2012 academic year. As a result, there were no reports included on the campus safety fire log.

Drill Date	Drill Time	Residence Hall	Method	RD Name	ARD Name
10/2/2014	11:00 a.m.	Kroeze Hall	Burnt Food	Caleb Grossman	
10/14/2014	8:00 p.m.	Wilson Hall	Planned Drill	Travis Warner	Kenny Allen
10/14/2014	8:15 p.m.	Nierling Hall	Planned Drill	Travis Warner	Kenny Allen
10/14/2014	8:30 p.m.	Liechty Apartments	Planned Drill	Danika Smith	
10/14/2014	9:00 p.m.	University Apartments	Planned Drill	Danika Smith	Jessie Rott
10/15/2014	8:30 p.m.	Watson Hall	Planned Drill	Caleb Grossman	Hans Brue
10/15/2014	8:45 p.m.	Kroeze Hall	Planned Drill	Caleb Grossman	Jeff Prentice
10/15/2014	9:00 p.m.	Seibold Hall	Planned Drill	Chelsea Clark	Katie Carpenter
10/15/2014	9:15 p.m.	Prentice Hall	Planned Drill		Michael Brousseau
10/18/2014	12:40 p.m.	Wilson Hall	Hair Straightener	Chelsea Clark	Kenny Allen